

**A. CONVOCAATION:**

- 1. The Canadice Town Board Meeting was held on May 14, 2018 at 7:30 pm at the Canadice Town Hall.
- 2. Roll call showed the following-

Present: Supervisor Kristine Singer  
 Councilman John O’Connor  
 Councilman Mark Statt  
 Councilman Mark Malmendier  
 Councilman Teryl Gronwall

Others Present: Six (6) guests/residents attended the Regular Town Board Meeting.

- 3. Salute to the Flag.

- 4. Approval of April 9, 2018 Regular Meeting Minutes-

Note: Minutes of the preceding meeting shall be approved without being read, unless the reading thereof is called for by a Member of this Board - the minutes are available for review at the Office of the Town Clerk.

Councilman O’Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the minutes of the April 9, 2018 Regular Town Board Meeting.

APPROVED           Ayes 5           Singer, O’Connor, Statt, Malmendier, Gronwall  
                               Nays 0

- Approval of April 23, 2018 Special Meeting Minutes-

Note: Minutes of the preceding meeting shall be approved without being read, unless the reading thereof is called for by a Member of this Board - the minutes are available for review at the Office of the Town Clerk.

Councilman Malmendier motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the minutes of the April 23, 2018 Special Town Board Meeting.

APPROVED           Ayes 5           Singer, O’Connor, Statt, Malmendier, Gronwall  
                               Nays 0

**B. PRIVILEGE OF THE FLOOR:** There was no one to be heard.

**C. COMMUNICATIONS:**

Note: Communications are filed with the Town Clerk. Discussion on any item may be called for by any Member of this Board.

\*Supervisor Singer commented on the Richmond Recreation survey, extra copies are on the Town Clerk’s counter.

**D. REPORTS:**

- 1. Town Clerk/Tax Collector- Mrs. Eileen Schaefer.
  - a. The financial report for the Town Clerk/Tax Collector for the month of April was submitted (see T. C. file).
  - b. Supervisor Singer was given a check for \$2,538.23; which includes the remaining penalty fees,

bank interest and returned check fees.

Councilman O'Connor motioned, Councilman Statt seconded, and it was unanimously carried to accept the Town Clerk/Tax Collector's report.

APPROVED           Ayes 5           Singer, O'Connor, Statt, Malmendier, Gronwall  
                          Nays 0

2. Historian- Mrs. Margaret Bott.

- a. No Report.

3. Code Enforcement Officer- Mr. Stephen Smith.

- a. The written report for the month of April was submitted (see T. C. file).

- b. Councilman Malmendier questioned the Hallett property listed in the Planning Board information.

Mr. Mayhood indicated he had met with the Hallett's, CEO Smith and Supervisor Singer regarding the new site-plan review requested per our Town regulations. Mr. & Mrs. Hallett felt an updated site-plan is not required and have contacted an attorney. Supervisor Singer mentioned the Zoning Board of Appeals will hear the argument in June.

4. Planning Board- Mr. Theodore Mayhood.

- a. Draft minutes were submitted to the Town Board (see T. C. file).

- b. The Solar Research Committee is up and running.

c. John and Linda Harrison submitted a site-plan application for their property on Vick's Place and received preliminary approval.

5. Zoning Board of Appeals- Mrs. Linda Moorhouse.

- a. No meeting held in April.

6. Highway Superintendent- Mr. Mike Virgil.

- a. The written report for the month of April was submitted (see T. C. file).

b. Revision of Five-Year Plan and 284 Agreements discussed. Adjustments requested due to changes in road conditions from this past winter.

- c. A new arched culvert pipe for Canadice Hollow Road will be delivered this Wednesday.

- d. The fork lift sold for \$1500 and the new one is \$1900.

e. There were six freezing rain/snow events since the last meeting. Several high wind events occurred resulting in some downed trees.

7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.

- a. The written report for the month of April was submitted (see T.C. file).

b. The Yard Waste Collection poster for 2018 has been printed and will be distributed. Councilman O'Connor questioned if Canadice contributes to the tub grinder costs. Supervisor Singer indicated we help with hauling debris to our site when Richmond's site is too full.

c. Honeoye Valley Association Lake Symposium is Saturday June 9th, 9:00-11:30 am at the Honeoye High School auditorium. Canadice has been invited to host a table from 9:00 am until 10:00 am to answer questions regarding Canadice Water District No. 1.



WHEREAS, a contract was agreed upon and approved covering the years 2015, 2016 and 2017 with Resolution 17 of 2015; and

WHEREAS, representatives from the Town and the Union have met and agreed to the terms set forth in the attached agreement to be effective until December 31, 2020; and

WHEREAS, the negotiating team has tentatively agreed to the terms set forth in the proposed agreement and recommends its approval; now, therefore, be it

RESOLVED, that this Board does hereby approve said agreement and authorizes the Supervisor to execute same on behalf of the Town of Canadice; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to John Tarasuk, Representative, Upstate NY Operating Engineers, Local Union 158S, AFL-CIO.

**2. Resolution Number 36 of 2018:** Authorization To Execute An Engagement Letter For Year Ending 2018 With Raymond F. Wager, CPA, P.C., A Division Of Mengel Metzger Barr & Co., LLP  
Councilman O’Connor motioned, Councilman Malmendier seconded, and it was unanimously carried to approve the resolution.

APPROVED           Ayes 5           Singer, O’Connor, Statt, Malmendier, Gronwall  
                              Nays 0

WHEREAS, the last independent audit of the Town’s financial records was conducted for the year 2000; and

WHEREAS, the Board is currently creating and constructing Canadice Water District No. 1; and

WHEREAS, the Town has obtained grant funds and low-interest loans to fund the project; and

WHEREAS, General Municipal Law requires an independent audit of the Town’s financial records when grants from state and federal sources exceed \$750,000; and

WHEREAS, not only will the audit be required as a result of the funding received, this Board agrees that, due to the time elapsed since the last audit and changes in procedures instituted by the State Comptroller over the last number of years, it is in the best interest of the Town to have a complete audit including internal controls conducted; now, therefore, be it

RESOLVED, that this Board authorizes the Supervisor to execute said engagement letter; and, be it further

RESOLVED, that the Clerk of this Board send certified copies of this resolution with the executed engagement letter to Ray Wager, CPA, P.C., Canadice Supervisor Kristine Singer and retain a copy in the Town files.

**3. Resolution Number 37 of 2018:** Authorization To Execute A Proposal From Integrated Systems For Internet Security Back-Up System Hardware

Councilman Malmendier motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the resolution.

APPROVED           Ayes 5           Singer, O’Connor, Statt, Malmendier, Gronwall  
                              Nays 0

WHEREAS, Resolution Number 23 of 2018 authorized an agreement with Integrated Systems to provide Information Technology Services to the Town; and

WHEREAS, after a review of our current systems, Integrated has proposed improving our computer security and back-up protocol; and

WHEREAS, the proposal includes the purchase of hardware to install internet security back-up system hardware for all users in the Town Hall for the safeguard of our records and an upgrade to our security



RESOLVED, that this Board directs the Supervisor to execute the contract with the Honeoye Area Senior Citizen Club for the year 2018; and, be it further

RESOLVED, that the Town of Canadice will contribute \$400.00 to the Club in consideration of the above services in accordance with the contract; and, be it further

RESOLVED, that the Clerk of this Board is to send a copy of this resolution, and copy of the signed contract to the Honeoye Senior Citizen Club.

2. Emergency Preparedness Guide – There was no interest in ordering the guides.

3. **Resolution Number 40 of 2018:** Authorization To Execute An Intermunicipal Agreement With The Town Of Richmond For The Summer Recreation Program, 2018

Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried to approve the resolution.

APPROVED                   Ayes 5                   Singer, O’Connor, Statt, Malmendier, Gronwall  
  Nays 0

WHEREAS, the Town of Richmond has presented to this Board an Intermunicipal Agreement in connection with Canadice's support of their recreation program; and

WHEREAS, the Town of Richmond agrees to offer the residents of Canadice the opportunity to participate in all of their programs; and

WHEREAS, the Town of Canadice agrees to contribute the sum of \$8,914.00 to the Town of Richmond Recreation Program as approved in the 2018 Budget; and

WHEREAS, this Board agrees it is in the best interest of its residents to support the Richmond recreation program; now, therefore, be it

RESOLVED, that this Board gives authorization for the execution of said agreement by the required Town Officials; and, be it further

RESOLVED, that this Board requests a copy of the program’s results of operations and proposed upcoming year's budget prior to the preparation of the Canadice preliminary budget in September of the year; and, be it further

RESOLVED, that the Clerk of this Board send a certified copy of this resolution along with the executed copy of the agreement to the Town of Richmond and retain a copy of said agreement in the official records.

4. **Resolution Number 41 of 2018:** Authorization To Execute Agreement For Legal Services With Riley & Graff, LLP

Councilman Statt motioned, Councilman Gronwall seconded, and it was unanimously carried to approve the resolution.

APPROVED                   Ayes 5                   Singer, O’Connor, Statt, Malmendier, Gronwall  
  Nays 0

WHEREAS, this Board is currently pursuing the creation of a water district along the County Road 36 corridor within the Town; and

WHEREAS, a referendum was presented to those within the district on August 20, 2011 and approved by the voters; and

WHEREAS, this Board executed an agreement with Chalifoux Law, PC on July 28, 2015 and amended said agreement on May 8, 2017; and



performed on Town roads during the years 2018 through 2022:

**2018** – As approved.

\*Canadice Lake Road Sta 147+05 north to Burch Hill Road, Sta 115+20, a distance of .604 miles; cold mix pave road surface, reconstruct shoulders and surface treat with oil and stone. (This is the remaining section of Canadice Lake Road to be re-constructed that was initially slated for completion in 2017, but due to storm repairs and fiscal constraints as a result of the storm repair costs it was not completed.)

\*Purcell Hill Road 1.4 miles; from Canadice Lake Road to NYS Rt 15A. Dense graded pug mill and pave (shim 1”); reconstruct shoulders and surface treat with oil and stone.

\*Canadice Lake Road from the Springwater town line to Sta 147+05 north of the boat launch; surface treat with oil & stone to preserve.

**2018** – Revised.

\*Completion of .604 miles of Canadice Lake Road remains.

\*Canadice Lake Road from the Springwater town line to Sta 147+05 north of the boat launch; surface treat with oil & stone to preserve.

\*Purcell Hill Road is removed and moved to 2019.

\*Added- Ross Road 2.66 miles from Canadice Hill Road to Tibbals Road; Re-grind & profile and surface with a single shot of oil and stone. Additional revised work: Re-profile 5” depth of existing base of Ross Road adding additional crusher run base and calcium chloride. Grade and roll to a 6” compacted, stabilized base. Surface treat with first course of #1 crushed gravel and oil; surface treat with second course of #1A’s and oil.

**2019** – Revised.

\*Purcell Hill Road 1.4 miles from Canadice Lake Road to NYS Rt 15A. Re-profile 5” depth of existing base adding additional crusher run base and calcium chloride. Grade and roll to a 6” compacted, stabilized base. Reconstruct shoulders and surface treat with oil and stone.

\*Middle Road was moved to 2020.

**2020** - Revised.

\*Middle Road 1.48 miles from Curtis Road south to County Road 37; Re-grind & profile and surface with a single shot of oil and stone.

\*Ross Road was moved to 2018.

**2021** – No change.

\*Lawrence Hill Road North from Lawrence Hill West to Purcell Hill Road, .96 miles; Re-grind & profile; reconstruct shoulders and surface treat with oil and stone.

\*Lawrence Hill Road West from Lawrence Hill Road North to NYS Rt 15A, .51 miles; Re-grind & profile, reconstruct shoulders and surface treat with oil and stone.

**2022** - No change.

\*Cratsley Hill Road .75 miles from County Road 37 to bus turn-around; Replace cross culverts, re-profile road, reconstruct shoulders and surface with oil and stone.

And, be it further

RESOLVED, that the five-year plan as submitted is accepted as presented with the addition of the 2022 project and amendments to the plan as noted included in this resolution carried forward from the 2017 approved plan; and, be it further

RESOLVED, that the Clerk of this Board and the Highway Superintendent maintain a copy of this resolution with Resolution Number 61 of 1993 in a file within their respective offices.



7. Approval of the Bills –

Councilman O’Connor motioned, Councilman Statt seconded, and it was unanimously carried that the bills are to be paid in the following amounts:

ABSTRACT #5 for 2018-

|  |              |   |              |
|--|--------------|---|--------------|
|  |              | Voucher                                       |              |
| General/Highway/Fire Districts Account | #170 to #218 |   | \$ 34,399.34 |
| Trust & Agency                         | #6           |   | \$ 419.55    |
| APPROVED                               | Ayes 5       | Singer, O’Connor, Statt, Malmendier, Gronwall |              |
|  | Nays 0       |   |              |

**G. PRIVILEGE OF THE FLOOR:**

1. Councilman O’Connor provided the Memorial Day schedule for services: Monday May 28<sup>th</sup> - 9:00 am in Bristol, 9:30 am in Hemlock, 10:30 am in Canadice and 11:00 am for the parade in Richmond followed by services at the gazebo in front of the Richmond Town Hall.

2. Superintendent Virgil asked for approval for the purchase of a new fuel tank.

After some discussion, Councilman Malmendier motioned, Councilman O’Connor seconded, and it was unanimously carried to approve the purchase of a new fuel tank not to exceed \$8,000.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall  
Nays 0

**H. ADJOURNMENT:**

Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to adjourn the meeting at 9:01 pm.

APPROVED Ayes 5 Singer, O’Connor, Statt, Malmendier, Gronwall  
Nays 0

Respectfully submitted, \_\_\_\_\_ Eileen Schaefer, Town Clerk