

A. CONVOCAATION:

1. The Canadice Town Board Meeting was held on December 12, 2022 at 7:30 pm at the Canadice Town Hall and Virtually via Zoom.

2. Roll call showed the following-

- Present: Supervisor Christopher Vastola
- Councilman John O’Connor
- Councilman Mark Statt
- Councilman Teryl Gronwall
- Councilwoman Kate Crowley

Others Present: Five (5) guests/residents attended the Regular Town Board Meeting in person or virtually.

3. Salute to the Flag.

4. Approval of November 14, 2022 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 Gronwall motioned, Councilwoman Crowley seconded, and it was unanimously carried to approve the minutes of the November 14, 2022 Regular Town Board Meeting.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

B. PRIVILEGE OF THE FLOOR:

1. Our future CEO, Joe Miller, started with orientation and training on November 22nd.

2. Supervisor Vastola is on the committee for DEC Region 8 of Ontario County. Interesting discussions on the Alum Treatment for Honeoye Lake.

3. Canadice has a new Gardener for 2023.

C. COMMUNICATIONS:

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

D. REPORTS:

1. Town Clerk/Tax Collector- Eileen Schaefer.

a. The financial report for the Town Clerk/Tax Collector for the month November was submitted (see T. C. file).

Councilman Statt motioned, Supervisor Vastola seconded, and it was unanimously carried to accept the Town Clerk/Tax Collector’s report.

APPROVED Ayes 5 Vastola, O'Connor, Statt, Gronwall, Crowley
 Nays 0

2. Historian- Margaret Bott.
 - a. No report.

3. Code Enforcement Officer- Stephen Smith.
 - a. The written report for the month of November was submitted (see T. C. file).
 - b. Councilman Gronwall questioned if the short-term rental application inspections had gone smoothly. CEO Smith indicated there have only been a couple that needed a return inspection appointment.

4. Planning Board- Theodore Mayhood.
 - a. Minutes were submitted to the Town Board (see T.C. file).
 - b. A question came up at the last meeting regarding a new subdivision application. There is a violation on the property, and will inform the applicants the subdivision will be held until the violation is rectified.
 - c. Discussed revising the postcard for short-term rentals and felt it is premature to mail anything at this point until any changes to the regulation are added into our code. A committee is working on a proposed change.

5. Zoning Board of Appeals- Linda Moorhouse.
 - a. Minutes were submitted to the Town Board (see T. C. file).

6. Highway Superintendent- Jeremy Frain.
 - a. The written report for the month of November was submitted (see T. C. file).
 - b. It took several days to clean up after each of the wind events we have had.
 - c. Eight full fleet plow/salt runs since the November meeting with four runs with a truck and two spot plowing/salting drifted areas.
 - d. Took delivery of 71 tons of Ice Control Salt that were mixed with liquid mag-chloride.
 - e. Ordered the F250 and the F550, but no guarantee the F550 will be delivered.

7. Honeoye Lake Watershed Research Task Force- Councilman Gronwall.
 - a. The written report for the month of November was submitted (see T.C. file).
 - b. The DEC Alum treatment has been completed. Still expecting a form of an algal bloom in July that the Alum treatment will not remedy.
 - c. An aeration system is still a viable long-term approach to address Honeoye Lake's HAB's issue.

8. Assessor- Lisa Bennett
 - a. The written report for the month of November was submitted (see T.C. file).

9. Water District Operations –
 - a. Rochester Water Authority Operations Report submitted (see T.C. file).
 - b. Councilwoman Crowley reported the water reconciliation is completed. Mr. Dave Rowley from

the City of Rochester explained the numbers. 20 new connections since last year at this time and an additional 60k gallons have been pumped. Looking at trying to identify issues when no water usage appears consistently on a bill.

10. Special Reports – No special reports.

11. Supervisor- Christopher Vastola.

a. The financial report for the month of November was submitted. (see T.C. file).

Councilwoman Crowley motioned, Councilman Statt seconded, and it was carried to approve the Supervisors’ report.

APPROVED Ayes 4 O’Connor, Statt, Gronwall, Crowley
 Abstain 1 Vastola
 Nays 0

b. **Resolution Number 68 of 2022** – 2022 Budget Modifications Authorization

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, the Budget Officer has indicated that there may be the need to make transfers between lines to resolve negative balances in appropriation lines after payroll number 26 is processed and other necessary adjustments after the review of all account ledgers to enable closing the 2022 books; and

WHEREAS, the Budget Officer has determined that there will not be a need to increase the overall budget since there remains sufficient balances in other lines to cover any potential adjustments; now, therefore, be it RESOLVED, that this Board directs the Budget Officer to make any necessary transfers between appropriation lines to resolve any negative balances for 2022 as long as the total Town Budget amounts by fund are not impacted beyond any modifications approved by this Board as of this date to close the 2022 budget year.

c. **Resolution Number 69 of 2022** – 2022 Budget Modifications

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, the Town of Canadice requested and received funds under the American Rescue Plan Act and the Budget Officer has received payment in the amount of \$168,717.44 from the American Rescue Plan Act; and

WHEREAS, the Town of Canadice accepted Martin’s Electrical LLC proposal number 32255.4 in the amount of \$106,785.00 to complete geothermal heating/cooling renovations at the Canadice Town Hall Building; and

WHEREAS, upon completion of (2) 500’ wells drilled \$25,987.50 is due; and

WHEREAS, a 25% down payment of \$10,708.75 is due for installing the Geothermal unit and connecting to existing ductwork; and

WHEREAS, it is necessary to properly record the revenue and expenditures related to this grant in their own revenue and expenditure accounts and modify the budget for funds received; now, therefore, be it RESOLVED, that this Board directs the Budget Officer to make the following 2022 budget modifications:

Revenues

Increase A4089 (Federal Aid, Other) by \$36,696.25

Expenditures

Increase A1620.4 (Buildings- Town Hall) by \$36,696.25;

And, be it further

RESOLVED, that the Clerk of this Board provide certified copies of this resolution to Jeremy Fraim, Canadice Highway Superintendent and Town of Canadice Bookkeeper.

E. UNFINISHED BUSINESS:

1. HVAC Town Hall- Vert Wells have been drilled; completion target date is now 12/23 at the earliest.
2. Integrated Systems- we may look for another provider
3. Distributed additional copies of the budget.

F. NEW BUSINESS:

1. Resolution Number 70 of 2022 – Setting Date, Place And Time For The 2023 Town Of Canadice Organizational Meeting

Supervisor Vastola motioned, Councilwoman Crowley seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, Town Law requires that the Town Board hold an Organizational Meeting at the beginning of each fiscal year; now, therefore, be it

RESOLVED, that the organizational meeting for the Town of Canadice for the year 2023 will be held at the Canadice Town Hall, 5949 County Road #37 in the Town of Canadice on the 9th day of January 2023 at 7:30 pm for the organization of the Board and for such other business as may be presented to the Board; and, be it further

RESOLVED, that the Town Clerk publish a public notice in the official newspaper of the Town of said meeting in accordance with Town Law.

2. Resolution Number 71 of 2022 – Authorization To Execute The Annual Right-Of-Way Maintenance Permit For 2023 Ontario County Regarding Potential Repairs Or Maintenance Of Canadice Water District No. 1 Infrastructure

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, Canadice Water District No. 1 has been constructed along the County Road 36 corridor in the Town of Canadice; and

Water Rents

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, the New York State Office of the State Comptroller requires an annual audit of record keeping activities covering receipts and disbursements including water rents; and

WHEREAS, the Town Board of the Town of Canadice is committed to ensuring compliance with State mandated requirements; now, therefore, be it

RESOLVED, that the Town Board hereby accepts the audit of the Town Clerk’s office for 2021 conducted by Councilwoman Crowley on November 16, 2022; and, be it

RESOLVED, that a copy of this audit, along with a certified copy of this resolution, be sent to the New York State Office of the State Comptroller; and, be it further

RESOLVED, that a certified copy of this resolution along with a copy of the audit be sent to Eileen Schaefer, Town Clerk, to be placed in the official Town file.

6. Resolution Number 75 of 2022 – Authorization For Canandaigua National Bank To Act As Agent For The Town Of Canadice To Accept 2023 Town And County Tax Bills

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, the Town Board of the Town of Canadice approves Canandaigua National Bank to act as an agent for the Town of Canadice and collect Town and County Taxes for the year 2023 during the month of January; and

WHEREAS, Canandaigua National Bank will accept tax bills from January 2nd through January 31st, full payments only (no installment payments) and will deposit these payments to the Town of Canadice Tax Collector Account on the following business day and notify the collector with an itemized listing of taxes received; and

WHEREAS, there will be no charge to the Town for this service; and

WHEREAS, Canadice Town Tax Collector, Eileen Schaefer, will be responsible for any check that is returned for any reason; now, therefore, be it

RESOLVED, that Canandaigua National Bank will be accepting tax bills for the Town of Canadice during the month of January 2023 with no expense to the town; and, be it further

RESOLVED, that these monies will be deposited in the Town of Canadice Tax collector's savings account with no expense to the Town and the bank will notify the Town the following day with an itemized listing; and, be it further

RESOLVED, That the Clerk of this Board send a certified copy of this resolution to Canandaigua National Bank and retain a copy in the official Town records.

7. Resolution Number 76 of 2022 – Authorization To Purchase 2023 F-250 Super Duty Truck

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

APPROVED Ayes 5 Vastola, O'Connor, Statt, Gronwall, Crowley
Nays 0

WHEREAS, this Board established an Equipment Purchase & Replacement Schedule in order to maintain the efficient and cost-effective operation of the Canadice Highway Department; and WHEREAS, in accordance with said replacement schedule Jeremy Fraim, Canadice Highway Superintendent, solicited bids for a new F-250 Super Duty truck with snow plow package; and WHEREAS, the following bids for the truck and snow plow package were received:

Van Bortel Ford East Rochester \$51,842.64
Genesee Valley Ford Avon \$52,580.00; and

WHEREAS, this Board and the Highway Superintendent, have reviewed all bids; and, WHEREAS, this Board has determined that the bid from Van Bortel Ford for \$51,842.64 is within the approved equipment replacement budget; now, therefore, be it RESOLVED, this Board authorizes the Supervisor to execute all necessary documents for the purchase of the truck and equipment from the approved bid; and, be it further RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Jeremy Fraim, Canadice Highway Superintendent, Josh Relyea at Van Bortel Ford and retain a copy in the Town records.

8. Resolution Number 77 of 2022 – Authorization To Purchase 2023 F550 Ford Truck

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

APPROVED Ayes 5 Vastola, O'Connor, Statt, Gronwall, Crowley
Nays 0

WHEREAS, this Board established an Equipment Purchase & Replacement Schedule in order to maintain the efficient and cost-effective operation of the Canadice Highway Department; and WHEREAS, in accordance with said replacement schedule Jeremy Fraim, Canadice Highway Superintendent, solicited bids for a new F-550 truck with plow & sander equipment; and WHEREAS, the following bids for the truck body, plow & sander equipment were received:

Van Bortel Ford East Rochester \$113,927.55
Genesee Valley Ford Avon \$107,481.56; and

WHEREAS, this Board and the Highway Superintendent, have reviewed all bids; and, WHEREAS, this Board has determined that the bid from Genesee Valley Ford for \$107,481.56 is within the approved equipment replacement budget; now, therefore, be it RESOLVED, this Board authorizes the Supervisor to execute all necessary documents for the purchase of the truck and equipment from the approved bid; and, be it further RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Jeremy Fraim, Canadice Highway Superintendent, Louann Cimno at Genesee Valley Ford and retain a copy in the Town records.

9. Resolution Number 78 of 2022 – Reappointment Of Kristine Singer To The Town Zoning Board Of Appeals

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

APPROVED Ayes 5 Vastola, O'Connor, Statt, Gronwall, Crowley
Nays 0

WHEREAS, the term of Zoning Board of Appeals member, Ms. Kristine Singer, expires on December 31, 2022; and

WHEREAS, Ms. Singer has indicated that she would like to remain on the Zoning Board of Appeals; and WHEREAS, this Board after due deliberation agrees that Ms. Singer has been and will continue to be an asset to the Zoning Board of Appeals and is pleased that Ms. Singer wishes to be reappointed to said Board; now, therefore, be it

RESOLVED, that this Board does hereby reappoint Ms. Kristine Singer to the Town of Canadice Zoning Board of Appeals commencing January 1, 2023 and terminating on December 31, 2027; and, be it further RESOLVED, that the Clerk of this Board send certified copies of this resolution to Ms. Singer, and the Secretary of the Zoning Board of Appeals.

10. Resolution Number 79 of 2022 – Authorization To Execute Proposal From Integrated Systems For The Renewal Of The Sonic Wall Capture Client Advance Anti-Virus Subscription License
Councilwoman Crowley motioned, Councilman O’Connor seconded, and it was unanimously carried to approve the resolution.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

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

WHEREAS, the Town upgraded its connection for both data and voice from Frontier to Spectrum requiring an upgrade to our anti-virus software; and

WHEREAS, Resolution 56 of 2020 authorized the purchase and installation of the Sonic Wall Capture Client Advance Anti-Virus Protection License to cover all the Town PC’s; and

WHEREAS, there is an annual license fee for the license to protect all the Town PC’s; and

WHEREAS, a quote of \$684.91 for a one-year license was received from Integrated Systems to provide the licenses needed for the Capture Client Anti-Virus software; and

WHEREAS, the Supervisor recommends the acceptance of the proposal; now, therefore, be it

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

RESOLVED, that the Clerk of this Board send a certified copy of this resolution to Integrated Systems and retain a copy in our files.

11. Resolution Number 80 of 2022 – Update Of The Five-Year Capital Improvement Program Of The Town Of Canadice Town Roads And Authorization To Execute The 284 Agreement With The Canadice Highway Superintendent

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

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

WHEREAS, this Board, by adoption of Resolution Number 61 of 1993, established an ongoing five-year Capital Improvement Program for the Betterment of Town of Canadice Roads; and

WHEREAS, said resolution states the list of projects shall be updated and adopted by resolution each calendar year; and

WHEREAS, §284 of the New York State Highway Law requires an agreement between the Town Board and Highway Superintendent to expend moneys received through the levy, State Aid and other sources and; WHEREAS, the Highway Superintendent has submitted a revised five-year plan and completed the 284 Agreement relative to the expenditure of 2023 monies for approval; now, therefore, be it RESOLVED, that this Board does hereby approve the following list of rebuild projects to be performed on Town roads during the years 2023 through 2027:

2023

*Tibbals Road 1.07 miles from Canadice Hill Road to Ross Road; re-profile road with cold mix pave, reconstruct shoulders and surface treat with a single shot of oil and stone.

*Canadice Hill Road .75 of a mile from Pepper Hill Road to Tibbals Road; remove poor draining base material and rebuild with new gravel.

*Old West Lake Road North .67 of a mile from County Road 36 to County Road 36; replace driveway pipes, cold mix pave and surface treat with a single shot of oil and stone.

2024

*Canadice Hill Road 1.32 miles from Ross Road south to 6946 Canadice Hill Road, "Upland Bog"; cut in weeps as necessary, re-profile/grind road with crusher run and calcium, surface treat with a single shot of oil and stone.

*Holmes Road (lower) .16 of a mile from County Road 37 to the seasonal road sign; re-profile grind with calcium and surface treat with 2 shots of oil and stone.

*Holmes Road (upper) .38 of a mile from County Road 37 to the seasonal road sign; re-profile grind with calcium and surface treat with 2 shots of oil and stone.

2025

*Canadice Hill Road 1.04 miles from Upland Bog to Tibbals Road; cut in weeps as necessary, re-profile/grind road with crusher run and calcium, cold mix pave and surface treat with a single shot of oil and stone.

*Canadice Hill Road 2.43 miles from County Road 37 to Ross Road; surface treat with a fiber reinforced chip seal.

2026

*Lawrence Hill Road N/S 1.28 miles from Purcell Hill Road to the dead end; re-profile, cold mix pave and surface treat with a single shot of oil and stone.

*Lawrence Hill Road E/W .51 of a mile from State Route 15A to Lawrence Hill Road N; re-profile, cold mix pave and surface treat with a single shot of oil and stone.

2027

*South Old Bald Hill Road 1.6 miles from State Route 15A North entrance to address 6669 (approx. ½ way); cold mix in place, recycle and surface treat with a single shot of oil and stone.

*Canadice Lake Road .35 miles from Johnson Hill Road to the Springwater Townline; cold mix pave and surface treat with a single shot of oil and stone.

And, be it further

RESOLVED, that this Board approves the 284 Agreement as submitted by the Highway Superintendent and authorizes the execution thereof; and, be it further

RESOLVED, that the five-year plan is accepted as presented with the addition of the 2027 projects and amendments to the plan in this resolution are carried forward from the 2022 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.

12. Approval of the Bills –

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

ABSTRACT #12 for 2022-

	Voucher	
General/Highway/Water District #1	#509 to #556	\$ 77,249.64
Trust & Agency	#19	\$ 322.18

*Abstract 11, voucher 504, prepay check written for \$9666.62 voided, re-written Abstract 12 on voucher 522 for \$5,029.21.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

G. PRIVILEGE OF THE FLOOR:

1. Councilman O’Connor questioned a bill for approximately \$5k, IXOM. Is it for the Water District and it is.
2. Reminder – Holiday Gathering, Wednesday, December 21st, Noon, Canadice Town Hall – Dish to Pass.

H. EXECUTIVE SESSION: To Discuss Pending Litigation

Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to adjourn the meeting and go into executive session to discuss pending litigation at 8:14 pm.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

Councilman O’Connor motioned, Councilman Gronwall seconded, and it was unanimously carried to adjourn the executive session with no action taken and resume the regular meeting at 8:49 pm.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

I. ADJOURNMENT:

Councilman O’Connor motioned, Supervisor Vastola seconded, and it was unanimously carried to adjourn the meeting at 8:50 pm.

APPROVED Ayes 5 Vastola, O’Connor, Statt, Gronwall, Crowley
 Nays 0

Respectfully submitted, _____ Eileen Schaefer, Town Clerk