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## TOWN BOARD MEETING

APRIL 22, 2025

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At the Farmington Town Board Meeting, held in the Town Hall or by Phone/Video Conferencing on the 22<sup>nd</sup> day of April, 2025, at 7:00 PM, there were:

**PRESENT:** Peter Ingalsbe – Supervisor  
Mike Casale – Councilman  
Steven Holtz – Councilman  
Nate Bowerman – Councilman  
Ron Herendeen – Councilman  
Michelle Finley – Town Clerk

Also present in person: **Tim Ford** – Highway & Parks Superintendent, **Dan Delproire** - Code Enforcement Officer, **Aaron Bissell** – Water & Sewer Superintendent, **Ron Brand** – Director of Planning and Development, **Adrian Bellis** – Planning Board Member, and **Ed Hemminger** – Planning Board Chairman, **Donna LaPlant** - Assessor, and **Bill Davis** – MRB Group, **Ralph Bocchino** – Zoning Board of Appeals member, **Nadine and Rod DeRoo** – Cdga-Farmington Townline Road residents, and **Mr. and Mrs. Scott Richardson** – Cdga-Farmington Townline Road residents, **Matt Guilfoil** – resident, and **Jennifer LaRoche** - resident

Also present by telephone/video conferencing was: **Michael Phillips**- resident, **John Piper**- Consultant, **Alan Lamparella** - resident

### PUBLIC HEARINGS:

#### A Local Law creating Chapter 115, Short-term Residential Rentals Regulations

Supervisor Ingalsbe continued the public hearing from the April 8<sup>th</sup> meeting at 7:02 p.m. Supervisor Ingalsbe asked if anyone either in the room or on-line wanted to speak for or against this local law. Hearing no one, Supervisor Ingalsbe then asked Mr. Brand to provide a brief overview of the format for this new chapter of the Town Code. Mr. Brand stated that this local law is regulating the short-term rentals, Air BNB's and those type of units from the safety standpoint of inspections and record keeping. This compliments what Ontario County is looking into doing. This 19-page local law has been sent to Ontario County for their review and comment and the one comment they stated was that they wanted a more generic description of the county registration process, which is on page 4, where it states to be filed with the County Clerk's Office, they wanted it changed to say the appropriate county office. He stated that change will be made to the final draft.

Dan Delproire stated that they are seeing more and more of these pop up in town and surrounding towns. They have spent quite a bit of time reviewing other local laws on short-term rentals. Supervisor Ingalsbe commented that it is his understanding that the State wants the registration process done at the County level, Mr. Delproire replied that is correct and then the applicant would get the permit through the town to do the safety and fire inspections.

Supervisor Ingalsbe again asked if there was anyone on-line or in the room wishing to comment on the proposed legislation. Hearing none, he closed the public hearing at 7:06 p.m.

### APPROVAL OF MINUTES:

A motion was made by **Councilman Bowerman** and seconded by **Councilman Casale** that the minutes of the April 8, 2025, Town Board Meeting, that were previously given to members for review, be approved. All Voting "Aye" (Casale, Herendeen, Bowerman, Holtz and Ingalsbe). Motion **CARRIED**.

**PRIVILEGE OF THE FLOOR: None.**

#### PUBLIC CONCERNS: Mr. DeRoo – Canandaigua-Farmington Townline Road resident regarding sewer

Mr. DeRoo submitted a petition signed by four people to have town sewer installed. Supervisor Ingalsbe commented that the process is that since the four properties are in Canandaigua so the Town of Farmington will work with Canandaigua on this. He added that an engineering study would probably have to be done of all four properties to figure out where the sewer could go. Supervisor Ingalsbe stated both towns have the same engineering company and probably could do an initial look at it but eventually its our Water & Sewer Department working with an engineer. Mr. DeRoo stated that his engineer can not do anything until they hear from the town but was told they could possibly do a raised bed. Mr. Richardson thought they were already in the Sewer District. Supervisor Ingalsbe stated that the four properties would need to be added to the Sewer District because you are not hooked up to it. Supervisor Ingalsbe stated that he would need to check with Canandaigua to see if they are added into the district for water, it is two separate districts and two separate processes. Mr. Richardson asked if there was a tie in place or a connection port. Supervisor Ingalsbe suggested having staff to look at the GIS or paper maps to see if there in one. Councilman Holtz thought it was generally done with water at curb stops. Mr. Davis stated that he is pretty sure they looked at those four properties on the petition and they are not in the district. He added that if they would have been put into the district, they might have extended a lateral for future hook up but it is very likely that they did not, but he will check into that. Mr. Bissell stated that he will also take a look at it, but he agrees with Mr. Davis that it is unlikely that they would have dropped a connection there if there wasn't a plan to connect there. He added that they commonly do that when building subdivisions because they know the lots will all be sold out. Mr. Bissell added that it is easier to tap into sewer there than water, it is not a hard process.

Supervisor Ingalsbe read the names of the petitioners: Mr. and Mrs. DeRoo – 5795 Cdga-Farmington Townline Road, Mr. Mott – 5791 Cdga-Farmington Townline Road, Mr. Richardson – 5813 Cdga-Farmington Townline Road, and Ms. LaTourette – 5925 Cdga-Farmington Townline Road.

### REPORTS OF STANDING COMMITTEES:

**Public Works Committee: Councilman Herendeen reported:**

**Water & Sewer:**

1. The pipe for the heat exchanger that needs to have flanges welded to it has been returned.
2. Bio Tower #3 flush.
3. Lift Stations- routine maintenance and repairs.
4. New gas service installed at PS-5 (Gypsum Mills).
5. Coordinated with Ontario County Highway for temporary patching of CR 9.
6. Prepared draft grease-trap letter to be distributed to applicable businesses by Building Department.
7. Draft of 2024 AWQR is complete and will be sent to NYSDOH today.
8. Coordinated with Town of Victor and Labella regarding parts to save from demo of existing wet well at PS-11.
9. Smoke tested Loomis Road on April 14, discovered source of order at 6028 (toilet was seal) and discovered 7 cleanout caps missing covers.
10. Raising buried manholes in the Town of Victor Sewer District.
11. Discussed resolutions on Agenda.

**Highway & Parks:**

1. Highway- equipment maintenance, removed plow frames on ten wheelers, finished loading wood chips pile out at transfer station, replaced two catch basins and pipe on Running Brook Drive, installed new stop signs with cross traffic does not stop signs at Allen Padgham and Bowerman Roads, hauling stone, sweeping roads, top soil and grass seed lawns from plow damage, and everyone went to a chain saw safety class at the County.
2. Parks- removed plows and salters and cleaned them up and stored them, mulching flower beds, moving picnic tables and benches to parks, moved furniture at the Town Hall, everyone went to a chain saw safety class at the County, and will start turning water back on at the bathrooms in the parks.
3. Discussed resolutions on agenda.

**Town Operations Committee: Councilman Casale reported:**

1. Six resolutions on agenda.
2. Approving two local laws – No. 3 in regarding Individual On-site Wastewater Treatment System, and No.4 regarding a new chapter entitled Park-n-ride lot Regulations. Will also be authorizing the submission of draft local law No.5 which is entitled Short-term residential rentals.
3. Staff continues to work of Chapters 144 and 165 of the Town Code.
4. Parks and Recreation Master Plan update.

**Town Finance Committee: Supervisor Ingalsbe reported: None.****Town Public Safety Committee: Councilman Holtz reported: None.****REPORTS OF TOWN OFFICIALS:****Supervisor Peter Ingalsbe reported:**

1. Reached out to Victor Little League for a meeting time to discuss improvements to two baseball fields. Victor Little League would be willing to provide \$25,000 to assist with the town adding approximately \$10,000 to complete one field this year.
2. Farmington was awarded an Electric Vehicle Infrastructure Grant totaling \$225,620 for 24 Level 2 charging ports and one DCFC pedestal. This will be located at the Town Hall, the Park-n-Ride off Rt. 332, and in the town parks that do not have charging stations yet.
3. Members of the Town Board met with the Accountant on April 15<sup>th</sup> to go over Fiscal Year 2024 results and 1<sup>st</sup> Quarter 2025 financial information.
4. We received the final 2024 audited results from MM&B and will share then at a future meeting.
5. Ontario County – celebrated two retirements – Valerie Knoblauch from Finger Lakes Visitors Center for 40 years of service, and Honorable Craig Doran as NYS Supreme Court Justice.

**Highway& Parks Superintendent Tim Ford reported:**

1. Update on International trucks that were ordered in April 2023. They were held up in quality control due to a wiper module issue. They have not been delivered to Harris like he was previous told, looks like a couple week delay.
2. New Pickup truck has arrived.
3. New John Deer tractor is not scheduled to be built until July.

**Town Clerk Michelle Finley reported:**

2. Auditors will be here on April 23<sup>rd</sup> to audit the Town Clerk and Tax Collector accounts.
3. Easter Egg Hunt was well attended despite the rain.

**Water & Sewer Superintendent Aaron Bissell reported:**

1. Working on restoration of disturb areas from watermain breaks and water service repairs.
2. Working with the Town of Victor and their engineers on a couple of items.
3. Working on repairs at Barchan Dome Rise.
4. Working with MRB on Brickyard Road Water Tank project.

**Code Enforcement Officer Dan Delpriore reported:**

1. Update on new software training. Starting to see what works and what doesn't. Hopefully to fully live in the middle of May.
2. Starting to get calls regarding the EV Grant the town received on how to spend it.

**Director of Planning and Development Ron Brand reported:**

1. Town Operations Report available on website and filed with the Town Clerk.
2. Parks and Recreation Master Plan – posted on website.
3. Farmington Market Center – new engineers – Marathon Engineering, will talking with them about some changes to the already approved plans now that they have new customers.
4. Whitestone Incentive Zoning project- they will be coming back with a new plan for more housing than what was originally envisioned.
5. Solar Farm on Mt. Payne.
6. Open Space Index update – Conservation Board has promised delivery to the Board in May.

Supervisor Ingalsbe pulled up the new drawing for the Whitestone Incentive Zoning project (Rt. 332/Cty Rd 41). He stated that there are town roads through the project and private roads in the development. He added that there are 27 buildings, 10 units in each, 270 townhomes and 62 single family homes. He pointed out that the industrial spot on County Rd 41 now shows homes in that location. The northern piece of the Rt. 332 frontage was previously setup to be for a hotel and now shows 75 senior apartments units. Councilman Bowerman stated that he wasn't in favor of the first one due to the density of the project and this project increases that even more and no commercial, his thought is why have any more town meetings and drag things out any longer that this project is a nonstarter. His recommendation is to contact the developer and to rethink this concept. The other members of the Board voiced agreement with Councilman Bowerman. Councilman Holtz stated that he and Councilman Bowerman both opposed the project as approved before and this rendition is worst than the first rendition. He agreed with Councilman Bowerman not to spend anymore time on this concept.

Supervisor Ingalsbe stated that they like single family homes but 62 in a small area is too much and 270 townhouses would be like apartment living. Supervisor Ingalsbe requested the Director of Planning & Development to contact the developer and tell him there is no need to come to the next PRC meeting. Ed Hemminger, Planning Board Chairperson, agreed with the Town Board and added that he has an issue with the parking.

**Assessor Donna LaPlant reported:**

1. Very busy, letters were sent out, on average the town went up 24%.

**Town Engineer Bill Davis reported:**

1. Updates on Cranberry Drive, WWTP, Collett/Mertensia Watermain project, and Brickyard Road Water Tank.

**Fire Chief reported: None.****Planning Board Chairman Ed Hemminger reported:**

1. Next Meeting- May 7<sup>th</sup> – Victor-Farmington Ambulance Station 2, Villager Construction, Paddocks Landing, Martese four lot subdivision.

**Zoning Board of Appeals, Thomas Yourch reported: None.****Recreation Advisory Board, Bryan Meck reported: None.****Recreation Director Mark Cain reported: None.****Ontario County Planning Board Member reported: None.****Conservation Board Chairperson reported: None.****Town Historian Donna Herendeen reported: None.****Swap Shop Update: Supervisor Ingalsbe reported: None.****Agricultural Advisory Committee Chairman Hal Adams: None.****COMMUNICATIONS:**

1. Certification of School Tax Relief (STAR) Exemptions for the 2025-2026 School Levy.
2. Letter to Lisa DeSantis, authorizing representative of Western Surety Company, from the Town Supervisor. Re: Expiring Maintenance Bond, Auburn Meadows Subdivision, Section 7N & 8N – 104 Contractors, Inc.
3. Letter to the Assessor from NYS Department of Taxation and Finance Office of Real Property Tax Services. Re: Equalization rates for the 2025 assessment roll.
4. Letter to the Town Supervisor from Shawna Hicks of the NYS DOT. Re: Use and Occupancy Permit #41328 – Property location: Southwest corner of Route 332 and Route 96.
5. Letter to the Town Supervisor from the NYS Education Department Grants Finance. Re: Federal and State Grant Quarterly Status Report.
6. Invoice from Auctions International. Re: 2016 International 7600 WorkStar Vector Truck.
7. Memo to all Town Employees from the Town Supervisor. Re: Vehicle Usage.

8. Certificate of Liability Insurance from: Alternative Carbon Energy Systems, Inc.; Roadtek, LLC; R-J Taylor General Contractors; Green Renewable, LLC; LG Evans Construction, Inc.; Crown Castle, Inc.; Cicero & Cicero Enterprises, Inc.
9. Certificate of NYS Worker's Compensation Insurance Coverage from: Alternative Carbon Energy Systems, Inc.; Roadtek, LLC.
10. Notice of Cancellation of Worker's Compensation Insurance Coverage from: JCM Rentals, LLC.

**REPORTS & MINUTES:**

1. Town Operations Report – April 8, 2025
2. Sales by Neighborhood – July 2022 through July 2024
3. Monthly Report – Judge Thomas – March 2025
4. Monthly Report – Farmington Volunteer Fire Association, Inc. – March 2025
5. Planning Board Meeting Minutes – April 2, 2025
6. Public Works Agenda – Highway/Parks – April 22, 2025
7. Public Works Agenda – W&S – April 22, 2025
8. Public Works Agenda – Building Department – April 22, 2025
9. Farmington Senior Citizens Meeting Minutes – April 7, 2025
10. Town Operations Report to Town Board – April 22, 2025
11. Supervisor Comments – April 22, 2025

**ORDER OF BUSINESS:****RESOLUTION #155-2025:**

**Councilman Casale** offered the following Resolution, seconded by **Councilman Holtz**:

**RESOLUTION- PROCLAMATION OF THE 56th ANNIVERSARY OF MUNICIPAL CLERKS WEEK MAY 4 - 10, 2025**

**WHEREAS**, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world, and

**WHEREAS**, The Office of the Municipal Clerk is the oldest among public servants, and

**WHEREAS**, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing bodies and agencies of government at other levels, and

**WHEREAS**, Municipal Clerks have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all.

**WHEREAS**, The Municipal Clerk serves as the information center on functions of local government and community.

**WHEREAS**, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

**WHEREAS**, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

**NOW, THEREFORE BE IT RESOLVED**, the Farmington Town Board recognizes the week of May 4 through May 10, 2025, as Municipal Clerks Week, and further extend appreciation to our Municipal Clerk, Michelle Finley and her staff, Sarah Cerniglia and Tina Murphy, and to all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

All Voting "Aye" (Casale, Herendeen, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #156-2025:**

**Councilman Herendeen** offered the following Resolution, seconded by **Councilman Bowerman**:

**RESOLUTION AUTHORIZING TIM FORD TO ATTEND 2025 ANNUAL HIGHWAY SCHOOL**

**WHEREAS**, the Highway/Parks Superintendent, Tim Ford, will be attending the 2025 Annual Highway School held at Ithaca College in Ithaca, NY from June 2 thru June 4, 2025, and

**WHEREAS**, the charges will be expended from code A-5010.4 (Highway Admin - Contractual) at a cost not to exceed \$1,000, now therefore

**BE IT RESOLVED**, that the Town Board hereby authorizes Tim Ford to attend the 2025 Annual Highway School, and

**BE IT FURTHER RESOLVED**, that the Town Clerk provide a copy of this Resolution to the Accountant and the Highway/Parks Department.

All Voting "Aye" (Casale, Herendeen, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #157-2025:**

**Councilman Holtz** offered the following Resolution, seconded by **Councilman Casale**:

**RESOLUTION DECLARING MISCELLANEOUS EQUIPMENT FROM VARIOUS OFFICES AS SURPLUS SO IT MAY BE DISPOSED OF AND/OR DISCARDED**

**WHEREAS**, the Town Supervisor’s Office has asked that the following items be declared surplus so that they may be disposed of and/or discarded

- Five (5) APC Battery Backups
- One (1) Epson Printer
- Three (3) Keyboards (1 Lenovo, 1 LogiTech, 1 Verbatim)
- One (1) M700 Lenovo ThinkCentre
- One (1) P300 Lenovo ThinkStation
- Four (4) Desks
- One (1) Nexlink Laptop
- One (1) AOC Monitor
- One (1) OKI Printer

**NOW THEREFORE BE IT RESOLVED**, that the Town Board hereby authorizes that miscellaneous equipment from various offices be declared surplus and disposed of and/or discarded, and

**BE IT FURTHER RESOLVED**, that the Town Clerk forward copies of this Resolution to the Accountant I.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #158-2025:**  
**Councilman Casale** offered the following Resolution, seconded by **Councilman Herendeen:**

**CAROLYN KELLER SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD**

**WHEREAS**, Carolyn Keller was hired by the Town of Farmington with a start date of October 7, 2024 and on April 7, 2025 she has successfully completed the required six-month probationary period, and

**WHEREAS**, Carolyn Keller has shown that she possesses the required knowledge base and per employee policy, upon the successful completion of a probationary period, the hourly employee may be granted a wage adjustment, and

**WHEREAS**, the Assessor believes that Carolyn has displayed satisfactory job performance, now therefore be it

**RESOLVED**, that the Town Board hereby grants Carolyn Keller a \$1.00 per hour wage increase to \$20.00 per hour to be effective beginning with Payroll #9 (April 13, 2025), and

**BE IT FURTHER RESOLVED**, that the Town Clerk provides copies of this resolution to the Assessor, the Supervisor’s Confidential Secretary and Accountant I.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #159-2025:**  
**Councilman Bowerman** offered the following Resolution, seconded by **Councilman Holtz:**

**LEXI MARTIN SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD**

**WHEREAS**, Lexi Martin was hired by the Town of Farmington with a start date of October 7, 2024 and on April 7, 2025 she has successfully completed the required six-month probationary period, and

**WHEREAS**, Lexi Martin has shown that she possesses the required knowledge base and per employee policy, upon the successful completion of a probationary period, the hourly employee may be granted a wage adjustment, and

**WHEREAS**, the Code Enforcement Officer believes that Lexi has displayed satisfactory job performance, now therefore be it

**RESOLVED**, that the Town Board hereby grants Lexi Martin a \$1.00 per hour wage increase to \$20.00 per hour to be effective beginning with Payroll #9 (April 13, 2025), and

**BE IT FURTHER RESOLVED**, that the Town Clerk provides copies of this resolution to the Building Department, the Supervisor’s Confidential Secretary and Accountant I.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #160-2025:**  
**Councilman Bowerman** offered the following Resolution, seconded by **Councilman Casale:**

**RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO SIGN A LEASE AGREEMENT BETWEEN THE TOWN OF FARMINGTON AND AARON BISSELL FOR THE 1240 MCMAHON RD PROPERTY**

**WHEREAS**, a lease agreement between the Town of Farmington and Aaron Bissell, Water and Sewer Superintendent has been drawn up and reviewed by the Town’s legal counsel, and

**WHEREAS**, the term of the lease will begin May 1, 2025 and will terminate December 31, 2026 with a monthly rent payment of \$500 which is a reduction of fair market rent that has been built into Aaron Bissell’s compensation package, and

**WHEREAS**, the next monthly rate increase will be discussed and approved by the Town Board no later than December 1, 2025, now therefore

**BE IT RESOLVED**, that the Town Board of the Town of Farmington has determined that the Town has no present municipal need for the Premises and that the Premises is available for leasing, and

**BE IT FURTHER RESOLVED**, that the Town Board approves the Lease agreement, and

**BE IT FINALLY RESOLVED**, that the Supervisor is hereby authorized and directed to execute the Lease extension on behalf of the Town of Farmington and the Town Board and that a copy of the Resolution and Lease agreement be sent to the Water and Sewer Superintendent, Aaron Bissel, the Confidential Secretary the Accountant I.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #161-2025:**  
**Councilman Holtz** offered the following Resolution, seconded by **Councilman Casale**:

**RESOLUTION AUTHORIZING A BUDGET AMENDMENT FOR THE GENERAL FUND**

**WHEREAS**, the following budget amendment is needed to cover expenditures in the Town Justice overtime line due coverage during a vacancy, now therefore

**BE IT RESOLVED**, that the Town Board of Farmington hereby authorizes the following budget amendment:

Debit:	A1990.4 Contingent	\$800
Credit:	A1110.12 Town Justice Personnel OT	\$800

**BE IT FURTHER RESOLVED**, that copies of this resolution be submitted by the Town Clerk to the Accountant I.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #162-2025:**  
**Councilman Casale** offered the following Resolution, seconded by **Councilman Herendeen**:

**RESOLUTION AUTHORIZING A BUDGET AMENDMENT IN THE GENERAL AND LIGHTING FUNDS**

**WHEREAS**, a revised debt schedule has been received by NY Power Authority for the LED lighting project over four years with a monthly payment of \$5,176.48 principal and interest, now therefore

**BE IT RESOLVED**, that the Town Board of Farmington hereby authorizes the following budget amendments to move insurance recovery revenue into the debt expense line for Auburn meadows and to break out the principal and interest for the debt payment in the general fund:

Debit:	SL1-2680 Insurance Recovery	\$1234.80	
Credit:	SL1-5182.525 Auburn Meadows Debt		\$1234.80
Debit:	A9785.6 Installment Purchase Debt	\$571,911	
Credit:	A9785.7 Installment Purchase Debt Interest		\$7,800
Credit:	A599 Appropriated Fund Balance		\$564,111

**BE IT FURTHER RESOLVED**, that copies of this resolution be submitted by the Town Clerk to the Accountant I.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #163-2025:**  
**Councilman Holtz** offered the following Resolution, seconded by **Councilman Casale**:

**RESOLUTION CLASSIFYING THE 2025-2035 TOWN OF FARMINGTON PARKS AND RECREATION MASTER PLAN UPDATE PROJECT AS A TYPE I ACTION, UNDER THE PROVISIONS OF THE STATE ENVIRONMENTAL QUALITY REVIEW ACT (SEQRA); DECLARING INTENT TO BE DESIGNATED LEAD AGENCY; AUTHORIZING A COORDINATED REVIEW UNDER SEQRA; ACCEPTING THE FULL ENVIRONMENTAL ASSESSMENT FORM (FEAF) PART 1, PREPARED BY THE TOWN ENGINEERS; AND ACCEPTING THE PROJECT STEERING COMMITTEE’S DRAFT MASTER PLAN REPORT FOR SAID PROJECT**

**WHEREAS**, the Town of Farmington Town Board (hereinafter referred to as Town Board) has reviewed the above Action and is considering adoption of the 2025-2035 Town of Farmington Parks and Recreation Master Plan Update; and

**WHEREAS**, the planning process was led by a steering committee comprised of Town residents and Town advisory staff, with facilitation created by a survey of Town residents providing expressed desires for park improvements and recreational program needs, and technical expertise provided by MRB Group, creating a draft plan document provided to the Town Board on January 28<sup>th</sup>, 2025; and

**WHEREAS**, the Plan includes a detailed review of the existing conditions and growth within the Town, a review of related planning documents from State and regional agencies, and a detailed implementation plan for the next ten-year planning period; and

**WHEREAS**, the Town Board has received and reviewed the Full Environmental Assessment Form (FEAF) Part 1 for this Action; and

**WHEREAS**, the Town Board has reviewed the Type I lists contained in 6NYCRR, Part 617.4, a part of article 8 of the New York State Environmental Conservation Law (ECL), for classifying the proposed Action; and

**WHEREAS**, Type I Actions, under SEQRA, are subject to a coordinated review with involved and interested agencies, and the establishment of a lead agency for making findings and a determination of significance.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board does hereby classify the proposed Action as Type I, as further defined in 6 NYCRR Part 617.4 of the ECL.

**BE IT FURTHER RESOLVED**, that the Town Board does hereby accept the above referenced FEAF Part 1, as being accurate and complete in compliance with SEQRA.

**BE IT FURTHER RESOLVED**, that Type I Actions are subject to a coordinated review under 6 NYCRR Part 617.4, as these Actions have been determined, to have a potential significant impact on the environment requiring findings and a determination of significance upon the environment.

**BE IT FURTHER RESOLVED**, that the Town Board does hereby initiate a coordinated review with involved and interested agencies to commence on Wednesday, April 23, 2025, ending at noon on Friday, May 23, 2025; and

**BE IT FURTHER RESOLVED**, that the Town Board instructs the Town Director of Planning and Development to prepare a Project Notification Review Letter, the list of Involved and Interested Agencies to receive such notice; the Town's SEQR Response Form; the accepted FEAF Part 1 referenced above herein; a link to the above referenced 2025-2035 Town of Farmington Parks and Recreation Master Plan Update; and to distribute said packets starting tomorrow, April 23, 2025; and

**BE IT FURTHER RESOLVED**, that the Town Board does hereby declare its' intent, at the May 27, 2025, Town Board Meeting, to be designated lead agency for this Action; and

**BE IT FURTHER RESOLVED**, that the Town Board does hereby accept the above referenced Steering Committee's 2025-2035 Town of Farmington Parks and Recreation Master Plan Update and schedules a public hearing thereon for the May 27<sup>th</sup> Town Board Meeting; and

**BE IT FURTHER RESOLVED**, that the Town Board instructs the Town Director of Planning and Development to prepare a public hearing notice to be published and posted and a press release to be provided to local media outlets; and

**BE IT FURTHER RESOLVED**, that the Town Board instructs the Town Director of Planning and Development to submit the Draft Plan Update to the Ontario County Planning Board for their review and recommendation at their May 14<sup>th</sup> Board meeting; and

**BE IT FINALLY RESOLVED**, that certified electronic copies of this resolution are to be provided to: the Town Director of Planning & Development; the Town Department Heads; the Town Engineers, MRB Group, D.P.C., attn: Eric Cooper, Bill Davis, Lance Brabant, and Matthew Sousa; and the Steering Committee Chairperson Susan Charland.

All Voting "Aye" (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #164-2025:**

**Councilman Bowerman** offered the following Resolution, seconded by **Councilman Casale**:

**ACCEPTING A RECOMMENDATION FROM THE TOWN PLANNING BOARD AND ESTABLISHING A LETTER OF CREDIT FOR A GRADING PERMIT FOR SITE IMPROVEMENTS UPON THE LOOMIS ROAD PARK SUBDIVISION TRACT, LOCATED ALONG THE NORTH SIDE OF LOOMIS ROAD, EAST OF THE INTERSECTION WITH PLASTERMILL ROAD AND SOUTH OF INTERSTATE ROUTE I-90 (NEW YORK STATE THRUWAY), FROM VILLAGER CONSTRUCTION, IN THE TOTAL AMOUNT OF \$376,453.70**

**WHEREAS**, the Farmington Town Board (hereinafter referred to as Town Board) has been informed by the Town Planning Board Chairperson (hereinafter referred to as Planning Board), that the Planning Board, at its' meeting on Wednesday, April 16, 2025, took action recommending the Town Board accept a proposed Letter of Credit for site excavation improvements at the above referenced site, in the total amount of \$376,453.70; and

**WHEREAS**, under the provisions of Chapter 144, Section 32. F. of the Farmington Town Code, the Town Board is to consider such a recommendation.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board after having reviewed the recommendations from the Town Construction Inspector, the Town Engineer, the Town Director of Planning and Development and the Planning Board, does hereby accept the recommendation from the Planning Board to establish a Letter of Credit for related site excavation improvements, in the amount specified above herein.

**BE IT FURTHER RESOLVED**, that the Town Board directs the project applicant, T&M Properties of WNY, LLC, (Villager Construction) to file a Letter of Credit, in the total amount of \$376,453.70, with the Town Clerk's Office within thirty days from today.

**BE IT FURTHER RESOLVED**, that the Town Clerk, is to be provided copies of this resolution to: Matt Heilmann, Town Construction Inspector; Tim Ford, Town Highway & Parks Superintendent; Aaron Bissell, Town Water & Sewer Superintendent; Lance S. Brabant, CPESC, Director of Planning Services, MRB Group, D.P.C.; Dan Delpriore, Town Code Enforcement Officer; and Ronald L. Brand, Town Director of Planning and Development.

**FINALLY BE IT RESOLVED**, that a certified copy of this resolution is to be issued to each of the following: Timothy and Michael Lawless, c/o T&M Properties of WNY, LLC, 1 Capron Street, Unit 3 C, Rochester, New York 14607; and Linc Swedrock, P.E., BME Associates, 10 Lift Bridge Lane East, Fairport, New York 14450.

All Voting "Aye" (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #165-2025:**

**Councilman Bowerman** offered the following Resolution, seconded by **Councilman Holtz**:

**RESOLUTION ADOPTING LOCAL LAW NO. 3 OF 2025 (ACTION), AMENDING PORTIONS OF CHAPTER 126, OF THE CODE OF THE TOWN OF FARMINGTON, ENTITLED “INDIVIDUAL ON-SITE WASTEWATER TREATMENT SYSTEMS – ARTICLES I, II, IV AND V**

**WHEREAS**, the Town of Farmington Town Board (hereinafter referred to as Town Board), on Tuesday, April 8, 2025, closed the public hearing upon the above referenced proposed Action; and

**WHEREAS**, the Town Board and the Town Clerk have received on April 9, 2025, the final draft of the above referenced Local Law No. 3 of 2025; and

**WHEREAS**, the Town Board, by separate resolution adopted previously has classified the proposed Action as being a Type II Action under the provisions of the New York State Environmental Quality Review Act (SEQRA) thereby satisfying the procedural requirements under SEQRA; and

**WHEREAS**, the Town Board, after due deliberation, finds it in the best interest of the Town of Farmington to adopt said Local Law, now therefore

**Be it RESOLVED**, that the Town Board hereby adopts said Local Law No. 3 of 2025, entitled “A Local Law amending portions of Chapter 126, of the Town of Farmington Town Code, Individual On-Site Wastewater Treatment System – Articles I, II, IV and V,” a copy of which is attached hereto and made a part hereof.

**Be it further RESOLVED**, that the Town Clerk is directed to complete the Certification Pages of said Local Law and to enter a Certified Copy thereof in the Local Law Book of the Town of Farmington and to give due notice of the adoption of this local law to the Secretary of State of New York.

**Be it further RESOLVED**, that said Local Law shall take effect immediately upon filing with the Secretary of State.

**Be it finally RESOLVED**, that the Town Clerk, upon receipt of the filing of this Local Law with the Secretary of State of New York, is to request to notify General Code Publishers of the need to update the Town Code accordingly.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

Local Law no. 3 of the year 2025

A local law amending portions of Chapter 126, of the Town of Farmington Town Code, Individual On-Site Wastewater Treatment System - Articles I, II, IV and V as specified below herein.

Be it enacted by the Town Board of the

Town of Farmington as follows:

Section 1: Chapter 126, Article I, Title, Purpose, Authority and Terminology, Section 126-5, Definitions and word usage. The following terms are hereby amended in their entirety and shall have the meanings indicated:

**CERTIFIED INSPECTOR** – Includes Ontario County Soil and Water Conservation District personnel or personnel approved by the authority having jurisdiction that is part of the New York State Onsite Wastewater Treatment Training Network (OTN).

**FAILURE -**

C. “Cheater” or direct pipe surface discharge to include surface discharge of wastewater.

**HOLDING TANK** – A watertight tank that holds raw sewage and untreated effluent without an outflow. All holding tanks shall be equipped with an alarm (audible and visual) located in a conspicuous place to indicate when pump out is necessary. The property owner shall have a contract for service with a New York State Department of Environmental Conservation (NYSDEC) permitted septage waste transporter to pump the holding tank as needed. Holding tanks are not acceptable for long term use on year-round residences.

**OTN INSPECTOR** – Industry professional who has been trained and has successfully completed the 7 ½-hour course for inspecting existing residential on-site wastewater treatment systems and has received a registration number from the New York Onsite Wastewater Treatment Training Network (OTN) indicating such. If the OTN stops registering inspectors, the authority having jurisdiction will work with the Code Enforcement Officer to administer a training program and publish a list of approved inspectors for the public.

Section 2: Chapter 126, Article II, General Regulations and Requirements, the following sections are hereby amended in their entirety to read as follows:

Section 126-6. Prohibitions.

G. It shall be unlawful to replace a septic tank or distribution box without a final inspection by a certified inspector, pursuant to Article II of this chapter.

Section 126-7. Design standards for new on-site wastewater treatment systems.

A. The design criteria contained within Section 2, Subsection 2.01, Sewage Treatment Systems, Subsections A and B of the Town of Farmington Site Design and Development Criteria Manual.



- D. (2) Replacement of septic tanks and distribution boxes shall require a building permit and a final inspection by Ontario County Soil and Water Conservation District but do not need to be designed by a design professional, provided such repairs are made to replace existing failed conditions.  
All alterations to the absorption field shall also require a building permit and a design completed by a design professional.
- (3) In addition to the approvals required herein, a review and approval by the New York State Department of Health (NYSDOH), the New York State Department of Environmental Conservation (NYSDEC) and/or the Ontario County Soil and Water Conservation District may be required.

Section 126-11. Maintenance of enhanced on-site wastewater treatment systems.

- B. Subsection B. Septic tanks. Is hereby deleted in its entirety.

Section 126-12. Inspections of existing on-site wastewater treatment systems.

- C. Report of inspection findings.
- (4) All reports shall include... and tank. Is hereby deleted in its entirety.

Section 126-13. Use of design professionals and Ontario County Soil and Water Conservation District.

- D. Existing sub-section D. is being replaced in its entirety to read as follows:
- D. The Town Board shall contract with the Ontario County Soil and Water Conservation District Office through its Uniform Procedures Program for final inspections prior to backfill for septic tank and/or distribution box replacements.
- E. There shall be a sub-section E. added which shall read in its entirety as follows:
- E. All costs associated with site and soil appraisals and inspections referenced above herein shall be charged to the property owner/client.

Section 3: Chapter 126, Article IV, Requirements for Existing On-Site Wastewater Treatment Systems, the following sections are hereby amended in their entirety to read as follows:

Section 126-19. Circumstances requiring inspection of existing systems.

- B. Prior to a conveyance of real property, the owner of the property shall arrange for an on-site wastewater treatment system inspection prior to the conveyance of real property. In addition, property owners may request an on-site wastewater treatment system inspection to be performed by and certified by a design professional, for real estate transactions or other certifications to lending institutions, purchase offer conditions of buyers or real property, or other requests, or investigations; and

Section 126-21.1. Replacement of septic tanks and distribution boxes.

Replacement of septic tanks and distribution boxes shall require a building permit from the Town Code Enforcement Officer and a final inspection prior to backfill by Ontario County Soil and Water Conservation District, but do not need to be designed by a professional, provided such repairs are made to replace existing conditions. All alterations to the absorption field shall require a building permit which shall be issued based upon a soil investigation and a design completed by a design professional.

Section 4: Chapter 126, Article V, Compliance and Reporting, the following sections are hereby amended in their entirety to read as follows:

Section 126-22. Inspection; notice of violation; stop-work order.

- A. Compliance and reporting.
- (2) When an inspection is required by the provisions within Article IV of this chapter, the authority having jurisdiction shall order the parcel owner to provide a report of findings attested to by a design professional or a certified inspector as will adequately describe the type, capacity, location of the elements of the existing system, condition and functionality of the existing system in order to determine that all of the requirements of this chapter have been complied with. Upon receipt of an order, the parcel owner shall be given 30 days to complete a new inspection of the on-site wastewater system and submit a report of findings to the authority having jurisdiction. If refused, the authority having jurisdiction shall apply to a court of competent jurisdiction for a search warrant.
- (3) The authority having jurisdiction, upon show of due cause, shall order the parcel owner to provide a report of findings attested to by a design professional or a certified inspector as will adequately describe the type, capacity, locations of the elements of the existing system, condition, and functionality of the existing system. Upon receipt of an order, the parcel owner shall be given 30 days to complete a new inspection of the on-site wastewater system and submit a report of findings to the authority having jurisdiction. If refused, the authority having jurisdiction shall apply to a court of competent jurisdiction for a search warrant.

Section 5: If any clause, sentence, paragraph, section or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgement shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section or part thereof directly involved in the controversy in which such judgement shall have been ordered.

Section 6: This local law shall take effect immediately upon filing with the Secretary of State.

**RESOLUTION #166-2025:**  
**Councilman Herendeen** offered the following Resolution, seconded by **Councilman Casale**:

**RESOLUTION ADOPTING LOCAL LAW NO. 4 OF 2025 (ACTION), ADOPTING A NEW CHAPTER 103, OF THE CODE OF THE TOWN OF FARMINGTON, ENTITLED “PARK-AND-RIDE LOT REGULATIONS.”**

**WHEREAS**, the Town of Farmington Town Board (hereinafter referred to as Town Board), on Tuesday, April 8, 2025, closed the public hearing upon the above referenced proposed Action; and

**WHEREAS**, the Town Board and the Town Clerk has received on April 9, 2025, the final draft of the above referenced Local Law No. 4 of 2025 (hereinafter referred to as Action); and

**WHEREAS**, the Town Board, by separate resolution adopted previously has classified the proposed Action as being a Type II Action under the provisions of the New York State Environmental Quality Review Act (SEQRA); and

**WHEREAS**, the Town Board, after due deliberation, finds it in the best interest of the Town of Farmington to adopt said Local Law, now therefore

**Be it RESOLVED**, that the Town Board hereby adopts said Local Law No. 4 of 2025, entitled “A Local Law creating Chapter 103, of the Town of Farmington Town Code, Park-and-Ride Lot Regulations, a copy of which is attached hereto and made a part hereof.

**Be it further RESOLVED**, that the Town Clerk is directed to complete the Certification Pages of said Local Law and to enter a Certified Copy thereof in the Local Law Book of the Town of Farmington and to give due notice of the adoption of this local law to the Secretary of State of New York.

**Be it further RESOLVED**, that said Local Law to take effect immediately upon filing with the Secretary of State.

**Be it finally RESOLVED**, that the Town Clerk, upon receipt of the filing of this Local Law with the Secretary of State of New York, is to request to notify General Code Publishers of the need to update the Town Code accordingly.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

Local Law No. 4 of the year 2025

A local law creating: Chapter 103, Park-and-Ride Lot Regulations.

Be it enacted by the Town Board of the

Town of Farmington as follows:

Section 1: Chapter 103, Park-and-Ride Lot Regulations, Article I, of the Code of the Town of Farmington, New York, is hereby adopted to read in its entirety as follows:

Chapter 103

Park-and-Ride Lot Regulations

ARTICLE I

§103-1. Intent.

It is the intent of the Town Board of the Town of Farmington by enacting this chapter of the Town Code of The Town of Farmington, to regulate parking in the Town owned Park-and-Ride Lot located off Plastermill Road for the benefit and use of persons commuting to and from their employment, to encourage carpooling and the use of public transportation, to reduce the volumes of vehicles on the highways, to reduce air pollution and better serve our residents.

§103-2. Designation of commuter parking lot area, posting and signage.

The Town Board of the Town of Farmington does hereby designate the Town-owned and maintained Park-and-Ride Lot located along Plastermill Road as the Town of Farmington Commuter Parking Lot. The Town Highway Superintendent shall install and maintain adequate signage upon this Lot to notify users of the rules and regulations of the facility.

Section 2: Chapter 103, Park-and-Ride Lot Regulations, Article II, of the Code of the Town of Farmington, New York, is hereby adopted to read in its entirety as follows:

ARTICLE II

Definitions of Words or Terms

§103-3. Definition of Words or Terms.

The words “parking,” “highway” and “vehicle” as used in this Article shall have the meanings as defined elsewhere in the Vehicle and Traffic Law of the State of New York. Otherwise, the following words or terms shall have the following meanings when used in this Chapter.

**PARK-AND-RIDE LOT** – The parcel of land located off from Plastermill Road, commonly known as the Park-and-Ride Lot, for the off-street parking of commuters’ vehicles, together with the means of ingress and egress thereto, and so designated by the Town Board of the Town of Farmington as a Park-and-Ride Lot.

**COMMUTER PARKING SPACE** – The delineated vehicle parking space to be used for the parking of vehicles by commuters to and from their place of employment or other daily trips.

**COMMUTER VEHICLES** – Vehicles owned and operated by Residents and Non-Residents that are licensed to operate on the public highways.

**RESIDENT** – One who is permanently domiciled within the Town of Farmington. All others shall be deemed non-residents.

Section 3: Chapter 103, Park-and-Ride Lot Regulations, Article III, of the Code of the Town of Farmington, New York, is hereby adopted to read in its entirety as follows:

### ARTICLE III

#### Regulations

#### §103-4. Park-and-Ride Lot/Bus Loop.

- A. It shall constitute a violation/traffic infraction for any person to park any vehicle in the Park-and-Ride Lot in any manner not in conformance with posted signs and pavement markings.
- B. All vehicles must be parked in a space designated by pavement markings.
- C. Whenever any law enforcement officer finds a vehicle unattended where it constitutes an obstruction to vehicle and/or pedestrian traffic, causes an unsafe condition or any place where stopping, standing or parking is prohibited, such officer is hereby authorized to provide for the removal of such vehicle to a garage, automobile pound or other place of safety or to require the driver or other person in charge of the vehicle to move the same to a position off the traveled part of such lot.
- D. There shall be no overnight parking of commercial trucks, semi-trucks, trailers, fifth-wheels, recreational vehicles or campers permitted in the Park-and-Ride Lot.
- E. There shall be no unregistered vehicles permitted in the Park-and-Ride Lot.
- F. There shall be no damaged vehicle in the Park-and-Ride Lot that is not capable of being moved by the owner.
- G. There shall be no vehicles longer in length than twenty-four feet permitted in the Park-and-Ride Lot.
- H. There shall be no littering, loitering, soliciting, or squatting permitted in the Park-and-Ride Lot.
- I. There shall be no parking or standing of any vehicle that interferes with/blocks the Regional Transit Service (RTS) Ontario operations at the bus loop.

#### §103-5. Presumption.

In the event of a violation of this Article, there shall be a presumption that the registered owner of the vehicle is the person who parked said vehicle in the Park-and-Ride Lot.

#### §103-6. Removal of unauthorized vehicles.

In addition to the penalties herein provided, any vehicle parked or unattended in the Park-and-Ride Lot in violation of this Article will be subject to removal, and it shall be the obligation of the owner of any such vehicle to pay the costs of removal and storage charges which may result from such removal before the owner shall be entitled to recover possession of the vehicle.

#### §103-7. Speed limit.

No person shall operate a motor vehicle in a careless or reckless manner or at a speed in excess of 10 miles per hour in any portion of the Park-and-Ride Lot.

#### §103-8. Pedestrian traffic.

Pedestrian traffic shall have priority over vehicular traffic in the Park-and-Ride Lot, provided that no pedestrian shall exercise such priority in a manner that will cause or be likely to cause an accident or collision or create a condition that will hinder the movement or parking of vehicles within the Park-and-Ride Lot.

#### §103-9. Creation of hazard or obstruction.

No person shall place, on any portion of a Park-and-Ride Lot, any object or substance that will cause or be likely to cause any hazard or obstruction to any area located within such Park-and-Ride Lot.

#### §103-10. Consumption of alcoholic beverages.

§103-11. Parking in violation of this article.

Any person who parks, or causes or permits to be parked, a vehicle in the Park-and-Ride Lot, in violation of this article shall be guilty of a traffic infraction, and such infraction shall be punishable in the manner provided for in §1800 of the New York State Vehicle and Traffic Law.

Section 4: Chapter 103, Park-and-Ride Lot Regulations, Article IV, of the Code of the Town of Farmington, New York, is hereby adopted to read in its entirety as follows:

ARTICLE IV

Penalties, Liability

§103-12. Penalties for offense.

Any person violating any of the sections of this chapter shall, upon conviction, be punished by a fine not to exceed \$250.00 or imprisonment for a term not to exceed 15 days, or both.

§103-13. Liability.

The Town is not responsible for any stolen or damaged property to a parked vehicle in the Park-and-Ride Lot.

Section 5: If any clause, sentence, paragraph, section or part of this local law shall be adjudged by any court of competent jurisdiction to be invalid, such judgement shall not affect, impair or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, section or part thereof directly involved in the controversy in which such judgement shall have been ordered.

Section 6: This local law shall take effect immediately upon filing with the Secretary of State.

**RESOLUTION #167-2025:**  
**Councilman Herendeen** offered the following Resolution, seconded by **Councilman Casale**:

**KAREN FREELAND SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD**

**WHEREAS**, Karen Freeland was hired by the Town of Farmington with a start date of October 23, 2024 and on April 23, 2025 she has successfully completed the required six-month probationary period, and

**WHEREAS**, Karen Freeland has shown that she possesses the required knowledge base and per employee policy, upon the successful completion of a probationary period, the hourly employee may be granted a wage adjustment, and

**WHEREAS**, the W&S Superintendent believes that Karen has displayed satisfactory job performance, now therefore be it

**RESOLVED**, that the Town Board hereby grants Karen Freeland a \$.50 per hour wage increase to \$24.00 per hour to be effective beginning with Payroll #10 (April 27, 2025), and

**BE IT FURTHER RESOLVED**, that the Town Clerk provides copies of this resolution to the W&S Superintendent, the Supervisor’s Confidential Secretary and Accountant I.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #168-2025:**  
**Councilman Bowerman** offered the following Resolution, seconded by **Councilman Herendeen**:

**CONFIRMING RESOLUTION TO DECLARE SURPLUS EQUIPMENT BE DISPOSED OF AT AUCTION**

**WHEREAS**, the Highway/Parks Superintendent has asked that the following equipment be declared surplus so that it may be disposed of at the RTI Online Auction, opening May 6 and closing May 13, 2025, now therefore

Item	Serial
2008 8042 Skytrak Telehandler	Serial # 0160035101
Toro Zero Turn Mower	Model # 30465N
Groundmaster 7210	Serial # 313000130
Stone Plate Tamper	Model # S – 38 – A
	Serial # 1701222

**BE IT RESOLVED**, that the Town Board hereby authorizes the Highway/Parks Superintendent to properly dispose the declared surplus via RTI Online Auction, May 6 – May 13, 2025, and

**BE IT FURTHER RESOLVED**, that the Town Clerk provide copies of this Resolution to the Accountant I and the Highway/Parks Department.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #169-2025:**

**Councilman Holtz** offered the following Resolution, seconded by **Councilman Casale**:

**RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO SIGN INTERMUNICIPAL AGREEMENT REGARDING CODE ENFORCEMENT OFFICER SHARED SERVICES WITH THE TOWN OF CANANDAIGUA**

**WHEREAS**, the Town of Canandaigua has supplied the Town with an Intermunicipal Agreement regarding code enforcement officer shared services; and

**WHEREAS**, this agreement has been reviewed by both parties and their legal counsel; and

**WHEREAS**, the agreement shall be effective from the date both parties have signed until terminated by either party; now therefore

**BE IT RESOLVED**, that the Town Board of the Town of Farmington authorized the Town Supervisor to sign an Intermunicipal Agreement regarding code enforcement officer shared services with the Town of Canandaigua; and

**BE IT FURTHER RESOLVED**, that the Town Clerk supply a copy of this resolution and agreement to the Supervisor's Office and the Building Department and send the executed original agreement to Jared Simpson, Town of Canandaigua Supervisor.

All Voting "Aye" (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #170-2025:**

**Councilmen Bowerman, Herendeen, Casale, and Holtz, and Supervisor Ingalsbe** offered the following Resolution, seconded by **Councilmen Holtz, Casale, Herendeen, and Bowerman and Supervisor Ingalsbe**:

**RESOLUTION OF SYMPATHY FOR THE SMITH FAMILY**

**WHEREAS**, the Town Board was deeply saddened to learn of the untimely passing of John Smith on April 7, 2025; and

**WHEREAS**, John was the Father of Highway Finance Clerk II, Sheryl Smith; now therefore

**BE IT RESOLVED**, that the Town Board adopts this resolution extending its sincere sympathy to the Smith family and spreading his memory upon the minutes of this board meeting; and

**BE IT FURTHER RESOLVED**, that the Town Clerk forward a copy of this resolution to John's daughter, Sheryl and family at 1861 Risser Road, Canandaigua, NY 14424.

All Voting "Aye" (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #171-2025:**

**Councilman Casale** offered the following Resolution, seconded by **Councilman Herendeen**:

**RESOLUTION AUTHORIZING THE HIRING OF A COURT CLERK**

**WHEREAS**, there is a vacancy in the Town Court for a Court Clerk; and

**WHEREAS**, Interviews have been conducted and the Town Justices have found a viable candidate whom they feel would be a good addition to their team; now therefore

**BE IT RESOLVED**, that the Town Board hereby authorizes the hiring of a Court Clerk at a rate of \$22.00 per hour effective May 5, 2025; and

**BE IT FURTHER RESOLVED**, that the Town Clerk forward a copy of this resolution to Town Court, the Accountant I, and the Confidential Secretary.

All Voting "Aye" (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

**RESOLUTION #172-2025:**

**Councilman Holtz** offered the following Resolution, seconded by **Councilman Casale**:

**RESOLUTION AUTHORIZING THE PURCHASE OF OFFICE FURNITURE, FOR THE BUILDING DEPARTMENT**

**WHEREAS**, office furniture was purchased for the Town Hall in January 2025; and

**WHEREAS**, 3 overhead cabinets were inadvertently omitted from the proposal; and

**WHEREAS**, the Town was able to secure NYS Contract pricing on said furniture through Workplace Interiors via JSI (NYS Contract #PC70219); therefore be it

**RESOLVED**, that the Town Board of the Town of Farmington approves the purchase of office furniture from Workplace Interiors via JSI (NYS Contract #PC70219) at a total cost not to exceed \$4,040.36 to be expended from Minor Equipment (A3620.20); and be it further

**BE IT FINLLY RESOLVED**, that the Town Clerk provide the original signed contract to the Confidential Secretary, and copies of this resolution to the Building Department, and the Accountant I.

All Voting "Aye" (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

RESOLUTION #173-2025:  
Councilman Holtz offered the following Resolution, seconded by Councilman Casale:

Abstract 8 – 2025			
TOWN OF FARMINGTON ABSTRACT OF UNAUDITED VOUCHERS			
TO: MARCY DANIELS		FROM: J. MARCIANO	
ABSTRACT NUMBER		8	
DATE OF BOARD MEETING		4/22/2025	
FUND CODE	FUND NAME	TOTAL FOR EACH FUND	VOUCHER NUMBERS
A	GENERAL FUND	110,328.22	636-644,647-663,665-684,691,698,749,751-753
DA	HIGHWAY FUND	56,634.94	685-697,700-705,749-751
HT	TOWN HALL CAP PROJECT	4,402.39	659
HCC	CRANBERRY DR ROAD		
HG	CTY RD 8 WATERLINE		
HW	WATER TANK REPAIR	21,597.19	664
SL1	LIGHTING DISTRICT	2,056.77	640,671
SD	STORM DRAINAGE	6,551.46	699,750,751
SF	FIRE PROTECTION	263,710.33	646
SS	SEWER DISTRICT	83,623.81	647,669,679,681,706-736,749-752
SW1	WATER DISTRICT	502,407.12	647,669,679,681,706-708,714-716,720,722,723,726,728,729,734,735,737-752
TA200	PAYROLL DEDUCTIONS(TA85UNI,TA20,TA20D,TA86)	9,187.81	645,677,749,751
	TOTAL ABSTRACT	\$ 1,060,500.04	

Councilman Holtz commented that the reason the water district amount was high is due to the town buying water from the City of Canandaigua.

All Voting “Aye” (Herendeen, Casale, Bowerman, Holtz, and Ingalsbe), the Resolution was CARRIED.

WAIVER OF THE RULE: NONE.

DISCUSSION: NONE.

TRAINING AT OR UNDER \$100.00:

1.

Dan Delpriore to attend the 28<sup>th</sup> Annual Environmental Seminar at the RIT Inn & Conference Center on April 23, 2025 at a cost not to exceed \$75.00.
2.

Shane Quance and Asa Hoffman to attend the 2025 R8 Electrical Hazard Awareness Workshop at the Italian American Community Center on May 1, 2025 at a cost not to exceed \$85.00 per person.

EXECUTIVE SESSION: NONE.

With no further business before the Board, Councilman Casale offered a motion to adjourn the meeting at 7:59 p.m., seconded by Councilman Bowerman. Motion CARRIED.

Michelle A. Finley, MMC, RMC -Town Clerk