

At the Farmington Town Board Meeting, held in the Town Hall or by Phone/Video Conferencing on the 11th day of July, 2023, 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 and Parks Superintendent, **Dave Conti** – Water & Sewer Superintendent, **Dan Delpriore** – Code Enforcement Officer, **Ron Brand** – Director of Planning and Development, **Bill Davis** – MRB Group, **Adrian Bellis** – Planning Board Member, **Ed Hemminger** – Planning Board Chairman, and **Tonia Ettinger** - resident

Also present by telephone/video conferencing were: **Michael Phillips** – resident, **John Piper-Consultant**

PUBLIC HEARINGS: None.

APPROVAL OF MINUTES:

A motion was made by **Councilman Casale** and seconded by **Councilman Holtz** that the minutes of the June 28, 2023, Town Board Meeting and given to members for review, be approved. All Voting “Aye”. (Casale, Holtz, Herendeen, Bowerman, and Ingalsbe). Motion Carried.

PRIVILEGE OF THE FLOOR: None.

PUBLIC CONCERNS: None.

REPORTS OF STANDING COMMITTEES:

Public Works Committee: Councilman Holtz reported:

1. Discussed Digester #1 -is filled and heated, waiting on gasket.
2. Discussed UV system is now operational, a list of replacement parts is estimated at \$34,328.00.
3. Discussed basin aerator from Fluence- direct replacement.
4. Colacino is awarded the upgrade project for the 5 outdated sludge pump timer controls. Timers are installed. Software upgrades are currently being developed. HMI installed. System is functioning as expected.
5. Discussed flow meter – to be installed in manhole V-2749, southwest of 6437 Murphy Drive on May 12th.
6. Discussed smoke testing the sanitary sewer for I & I at Doe Haven was completed on May 3rd. Fallow Lane and Fawn Meadows video capture has been reviewed.
7. Pump Station run time data is now recorded in a cloud-based excel file. Data from Jan-May has been entered.
8. Three system valves have been replaced at the Hook Road watermain project.
9. Discussed resolution on agenda.

Highway & Parks:

1. Highway- equipment maintenance, roadside mowing, milling July 10th and 11th, working on Fallow Lane (paving scheduled for July 17th), sweeping up chip seal stone, patched driveway at Farmington Vet Office, and detour signs for Cline/Brownsville Road are up, setup for fireworks, and cleaned up town park on July 4th.
2. Parks- Building and Park Maintenance, mowing parks, striping ball fields, and painting crosswalks.
3. Discussed resolutions for meeting.

Town Operations Committee: Councilman Bowerman reported:

1. Discussed resolutions on agenda.
2. Code Enforcement had to respond to a fire call for water damage to an apartment complex due to flooding from all the rain, working with the Water & Sewer department on site design specification changes.
3. Town staff meeting with new developers and their engineers regarding a new project on the former waterpark site (Rt. 332 and County Road 41).
4. Discussed proposal for a small solar farm north of CVS in the wooded area.
5. Discussed A & P plumbing, they own parcel south KFC, proposal for potential development of that property.
6. Discussed the TAP grant sidewalks schedule.

Town Finance Committee: Supervisor Ingalsbe reported: None.

Town Public Safety Committee: Councilman Holtz reported: None.

REPORTS OF TOWN OFFICIALS:**Supervisor Peter Ingalsbe reported:**

1. Discussed flood emergencies in Canandaigua, East Bloomfield, and Farmington (Corner of 332 and TownLine Road).
2. Ontario County Sheriff Traffic Report: 9 citations on Hook Road, 4 citations on County Road 28, 5 citations on NYS Rt. 332, 4 citations on NYS Rt. 96, 12 citations on County Rd 41, and 2 citations on Allen-Padgham Rd.
3. Attended OCEDC meeting – Ontario County Safety Grants – 24 businesses totaling \$1,200,000.
4. Farmington had a very successful July 3rd Fire works event, biggest crowd ever, weather cooperated, and Farmington Chamber of Commerce donated \$1,500 towards the cost.
5. Staff and MRB are working on two grant submissions that are due at the end of the month, one water, one sewer.
6. Troy and Banks out of Buffalo found over \$13,000 in savings after reviewing electrical bills. Most were in the sewer department. This could save the town an additional \$6,000 per year going forward.
7. This Thursday meeting with the Town of Canandaigua Finance Committee to go over the first six months of CFWD expenses and revenues and to keep them informed of the current and future water project planned.
8. 2024 Budget sheets will go out this week to department heads.

Highway & Parks Superintendent Tim Ford reported:

1. Intern has completed his report for the CAMP program, which assesses all the roads in town and determines what is needed. He will be attending the next Board meeting on July 25th to present the report to the Board. His last day will be August 10th as he will be heading back to College. Supervisor Ingalsbe stated that the town tries to have this report done every four years as the Board does use the information, so they know what type of road work is needed.

Town Clerk Michelle Finley reported:

1. Upcoming County Clerk Association on July 19th, Board of Elections will be our guests, Canandaigua is hosting.
2. Busy collecting and processing water and sewer bills.
3. Officiated two weddings since last board meeting.

Water & Sewer Superintendent Dave Conti reported:

1. Working with new intern – lead service inventory and entering information into database.
2. Maintenance personnel – working on hydrant flushing, complete yard restorations.
3. Successful billing quarter with new software, MuniLink, just a few bumps.

Code Enforcement Officer Dan Delproire reported:

1. Permits issued for June-87, permit inspections-243, fire inspections – 38, stormwater/MS4 inspections – 3, and zoning inspections – 15.

Director of Planning and Development Ron Brand reported:

1. Town Operations Report available on website and filed with the Town Clerk.
2. Reliant Federal Credit Union Letter of Credit – it is a final closeout of that project.
4. Ag Advisory Committee will meet next Thursday; they will be discussing the Ag Conservation District proposals that he provided them.
5. He continues to assist the Town Engineers on getting letters of support for two grants.

Assessor Donna LaPlant reported: None.**Town Engineer Bill Davis reported:**

1. Working on Brickyard Road tank design and County Road 8 Water, and Farmington Grove park.
2. Projects in construction: Town Park Pavilion, North Road Watermain, and Cline/Brownsville Road.

Supervisor Ingalsbe asked Mr. Conti if he heard a start date for the North Road project so they can get the door knockers out. Mr. Conti stated that he spoke Steven and they set a tentative date of July 24th. He is meeting with Steven this week on site. Supervisor Ingalsbe stated that a few days before they start, we should get the word out to the neighbors. He will contact the City of Canandaigua to let them know. Mr. Conti asked if the information could be put on social media too. Mr. Conti added that there will be traffic problems and the more they can get this information out the better. Mr. Davis added that the schools should be notified too. Mr. Conti stated that this project will be completed in three weeks, before school reopens.

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

1. Next Meeting – July 19th- preliminary three lot subdivision public hearing and a LOC.

Zoning Board of Appeals reported: None.**Recreation Advisory Committee 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: Councilman Holtz reported: None.

Agricultural Advisory Committee Chairman Adams: None.

COMMUNICATIONS:

1. Letter to the Town Supervisor from the Clerk of the Boards. Re: A Local Law amending Chapter 9, Article II.
2. Letter to the Town Supervisor from USI Insurance Services. Re: Certificates of Insurance.
3. Letter to Zachary Starke, P.C. 1 of the NYS DOT from the Town Supervisor. Re: Letter of Credit for site improvements on the GLN Farmington Realty site.
4. Email to the Town Supervisor from David Herman of MRB Group. Re: Yahn Road Water Extension cost estimate.
5. Letter to Christian Acosta of CASS Utilities – Vendor Management from the Town Supervisor. Request to waive late fees.
6. Email to the Town Supervisor from the Assessor. Re: Agricultural exemptions.
7. Letter to the Town Supervisor from Thomas Ranallo of Troy & Banks, Inc. Re: Utility Refunds.
8. Fisher Associates Farmington Sidewalk/Trail Connection – Phase I Weekly Project Update.
9. Certificates of Liability Insurance from: Backyard Products, LLC; CP Kelly & Associates, LLC; Master Peace Painting, LLC.
10. Certificate of Workers' Compensation Insurance from: Verizon Wireless.

REPORTS & MINUTES:

1. Planning Board Meeting Minutes – May 17, 2023.
2. Planning Board Meeting Minutes – June 7, 2023.
3. Monthly Report – Judge Lew – June 2023.
4. Farmington Senior Citizens Meeting Minutes – June 5, 2023.
5. NYS Agriculture and Markets Dog Control Officer Inspection Report – June 21, 2023.
6. NYS Agriculture and Markets Municipal Shelter Inspection Report – June 14, 2023.
7. Farmington Volunteer Fire Association Chief's Report – July 2, 2023.
8. Recreation Board Meeting Minutes – June 6, 2023.
9. ZBA Meeting Minutes – May 15, 2023.
10. Building Department – Permit Report by Type – June 2023.
11. Building Department – Inspection Schedule – June 2023.
12. Building Department – Inspections Report – Gordner – June 2023.
13. Building Department – Inspections Report – Weidenborner – June 2023.
14. Ontario County Sheriff Traffic Report – June 2023.
15. Victor Fire Department Chief's Report – June 2023.
16. Monthly Report – Judge Gligora – June 2023.

ORDER OF BUSINESS:

RESOLUTION 263-2023:

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

RESOLUTION OF SYMPATHY FOR THE MANDRINO FAMILY

WHEREAS, the Town Board was deeply saddened to learn of the untimely passing of John Mandrino, on July 5th, 2023; and

WHEREAS, John was the Water & Sewer Superintendent for 21 years, from 1963 until 1984, and a longtime resident of the Town of Farmington;

NOW THEREFORE BE IT RESOLVED, that the Town Board adopts this resolution extending its sincere sympathy to the Mandrino 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, Linda Cannan and son, Philip Mandrino and their families at 6245 County Road 41, Farmington, NY 14425.

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

RESOLUTION #264-2023:

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

RESOLUTION ESTABLISHING THE PENALTY DATE FOR ALL UNPAID 2023 SECOND QUARTER ACCOUNTS LOCATED WITHIN THE CANANDAIGUA-FARMINGTON (CFWD) WATER AND VICTOR SEWER DISTRICTS

WHEREAS, payment for the 2nd Quarter 2023 CFWD water and sewer bills and Victor Sewer District sewer bills are due on July 31, 2023,

NOW THEREFORE BE IT RESOLVED, that the Town Board of Farmington acting on behalf of the Canandaigua-Farmington Water and Victor Sewer Districts hereby authorizes those payments must be received at the Town Clerk's office prior to 8 AM

Tuesday, August 1, 2023 including online payments. Payments with US mail postmarks as of 12:00 AM August 1, 2023 will be accepted without penalty, and be it

FURTHER RESOLVED, a 10% late fee will be applied to the water and sewer portion of unpaid residential and commercial bills on Tuesday, August 1, 2023 with a shutoff date of Wednesday September 6, 2023 established for this quarter with the administration fee also being added, and be it

FINALLY RESOLVED, that a copy of this resolution will be supplied from the Town Clerk to the Water and Sewer Department and the Accountant I.

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

RESOLUTION 265-2023:

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

APPROVAL OF A RECOMMENDATION FROM THE TOWN PLANNING BOARD AND AUTHORIZING THE FINAL RELEASE OF SURETY, FROM THE LETTER OF CREDIT FOR SITE IMPROVEMENTS ASSOCIATED WITH THE RELIANT FEDERAL CREDIT UNION PROJECT – FARMINGTON COMMONS PLAZA - IN THE TOTAL AMOUNT OF \$ 57,640.38

WHEREAS, the Farmington Town Board (hereinafter referred to as Town Board) has received a resolution from the Town Planning Board (hereinafter referred to as Planning Board), dated July 5, 2023, recommending the Town Board take action to authorize the final release of funds from the Letter of Credit for the above referenced project, in the total amount of \$ 57,640.38; and

WHEREAS, the Planning Board's recommendation is based upon their review and acceptance of the recommendations received from the Town Construction Inspector and the Town's Engineers of their review of the Applicant's Engineer's Estimate of Value for the approved site improvements completed as part of this project; and

WHEREAS, the Planning Board's recommendation is also based upon their review of the signed Letter of Credit Final Release Forms (Appendices G-1.1 and G-2.0) by the required Town Department Heads; and

WHEREAS, the Town Clerk has verified the amount specified above herein is the amount remaining in the above referenced Letter of Credit; and

WHEREAS, the Town Clerk has received and filed a two year maintenance bond for the approved and accepted site improvements.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby accepts the Planning Board's recommendation and authorizes the final release of funds (Release #2) in a Letter of Credit on file with the Town Clerk's Office, for the above referenced project, in the total amount of \$ 57,640.38.

BE IT FURTHER RESOLVED, that the Town Board finds the total amount in the referenced Letter of Credit is \$193,244.00 with a zero balance remaining after the final release.

BE IT FURTHER RESOLVED, that the Town Clerk is hereby directed to notify tomorrow, by U.S. Mailing, certified copies of this resolution to: the Applicant, Demetrios Stathopoulos, G & A Development & Construction Corporation, 101 North Street, Canandaigua, New York 14424; and Matthew Tomlinson, Project Manager, Marathon Engineering, 39 Cascade Drive, Rochester, New York 14614.

BE IT FINALLY RESOLVED, that certified copies of this resolution are also to be provided to the Town Highway & Parks Superintendent, the Town Water & Sewer Superintendent, the Town Code Enforcement Officer, the Town Director of Planning and Development, the Town Construction Inspectors, David Orians and Matthew Heilmann, and the Town Engineer, Lance Brabant, CPESC, MRB Group.

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

RESOLUTION #266-2023:

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

CONFIRMING RESOLUTION FOR THE WORK PERFORMED ON THE WWTP SLUDGE PUMP PLC / HMI

WHEREAS, the Victor-Farmington Sewer District recognize the need for the upgrade of said Sludge Pumps, and

NOW, THEREFORE BE IT RESOLVED, that the Town Board of Farmington acting on behalf of the Victor-Farmington Sewer District hereby authorizes the Water and Sewer Superintendent to pay the invoice #59470 from Colacino Industries 126 Harrison Street, Newark New York for the total cost of \$9,960.00 and

BE IT FURTHER RESOLVE,D that fund for said work will be from Budget Code SS-8130.4, and

BE IT FURTHER RESOLVED, that a copy of this resolution will be supplied from the Town Clerk to the Water and Sewer Superintendent and the Accountant I.

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

RESOLUTION #267-2023:

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

RESOLUTION AUTHORIZING THE ACCEPTANCE OF DONATIONS

WHEREAS, a donation was made KP Kettle Corn, Zs best food, 546 Food Truck, and Cotton candy vendors to the Town of Farmington Recreation Department from the Fourth of July celebration in the total amount of \$800; now therefore

BE IT RESOLVED, that the Town Board of Farmington accepts the donations, and be it further

RESOLVED, that the Town Clerk forward copies of this resolution to the Director of Recreation and the Accountant I.

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

RESOLUTION #268-2023:

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

Abstract 13 – 2023

TOWN OF FARMINGTON ABSTRACT OF UNAUDITED VOUCHERS

<i>ABSTRACT NUMBER</i>		<u>13</u>	
<i>DATE OF BOARD MEETING</i>		<u>7/11/2023</u>	
<i>FUND CODE</i>	<i>FUND NAME</i>	<i>TOTAL FOR EACH FUND</i>	<i>VOUCHER NUMBERS</i>
A	GENERAL FUND	53,669.00	1228-1233,1235,1236,1238-1246,1248-1258,1260-1269,1316-1317
DA	HIGHWAY FUND	62,589.48	1235,1238,1242,1251,1270-1277
HK	SIDEWALK CAP PROJECT		
HB	BEAVER CREEK PARK		
HG	COUNTY RD 8 WATERLINE		
HH	RT 332/96 WATERLINE		
HN	NORTH ROAD CAP PROJECT		
HP	TOWN PARK IMPROV.		
HW	WATER TANK REPAIR		
SD	STORM DRAINAGE	201.35	
SS	SEWER DISTRICT	106,306.39	1234,1235,1240,1242,1244,1261,1265,1266,1269,1278-1297,1315
SW1	WATER DISTRICT	550,100.54	1234,1235,1240,1242,1244,1261,1266,1269,1279,1285,1286-1287,1289,1290,1295-1315
SL1	LIGHTING DISTRICT		
TA200	PAYROLL DEDUCTIONS	36,787.85	1237,1247,1259,1296
	TOTAL ABSTRACT	\$ 809,654.61	

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

TRAINING UNDER \$100:

1. David Conti to attend Line Location/Leak Detection Workshop/DOH – Source Water Protection provided by NYRWA at the Town of Carlton Recreation Building on October 4, 2023 at no cost.
2. Robin MacDonald, Josh Fagner, Dave Orians, Tom Parker, Cameron Knorr, Scott Karge, Chris VanOrden, Aaron Smith, Jacob Spence and Merrick Badger to attend the FLWWC Summer Meeting on August 10, 2023 at a cost not to exceed \$30.00 for members and \$35.00 for non-members.

WAIVER OF THE RULE: No Objections

RESOLUTION #269-2023:

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

RESOLUTION AUTHORIZING THE HIRING OF A WATER/WASTEWATER MAINTENANCE ASSISTANT

WHEREAS, the Water and Sewer Department has a vacancy for a Water/Wastewater Maintenance Assistant, and

WHEREAS, Nathan Gilligan has applied for the position and been approved through Ontario County, now therefore

BE IT RESOLVED, that the Town Board of Farmington acting on behalf of the Water and Sewer Districts, hereby authorizes the Water and Sewer Superintendent to hire Nathan Gilligan as a Water/Wastewater Maintenance Assistant effective on or about July 24, 2023 at a rate of \$22.00 per hour, and

BE IT FURTHER RESOLVED, that the Town Clerk provide copies of this resolution to the Water and Sewer Superintendent, the Accountant I and the Confidential Secretary.

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

RESOLUTION #270-2023:

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

RESOLUTION PROVIDING FOR THE DRAFTING OF PARTS 2 AND 3 OF THE FULL ENVIRONMENTAL ASSESSMENT FORMS (FEAFS), FOR THE FARMINGTON MARKET CENTER INCENTIVE REZONING ACTION, FOR THE TOWN BOARD'S ACCEPTANCE AT THEIR MEETING ON TUESDAY, JULY 25, 2023

WHEREAS, the Farmington Town Board (hereinafter referred to as Town Board) is the designated lead agency for the above referenced Action; and

WHEREAS, as the designated lead agency for the above referenced Action, the Town Board understands its' obligation to complete Parts 2 and 3 of the FEAFs for the above referenced Action.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby instruct the Town Director of Planning and Development to prepare drafts of Parts 2 and 3 of the Full Environmental Assessment Forms for the Town Board's acceptance at their next scheduled meeting on July 25, 2023.

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

DISCUSSION: None.

EXECUTIVE SESSION:

A motion was made by **Councilman Casale** to enter into executive session at 7:21 p.m. and seconded by **Councilman Bowerman** to discuss the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation. Motion **CARRIED**.

A motion was made by Councilman Holtz to exit executive session at 7:58 p.m. and seconded by Councilman Bowerman. Motion **CARRIED**.

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

Michelle A. Finley, MMC, RMC -Town Clerk