
TOWN BOARD MEETING

JULY 8, 2025

At the Farmington Town Board Meeting, held in the Town Hall or by Phone/Video Conferencing on the 8th day of July, 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 Delpriore**- Code Enforcement Officer, **Aaron Bissell** – Water & Sewer Superintendent, **Ron Brand** – Director of Planning and Development, **Ed Hemminger** – Planning Board Chairman, **Ralph Bocchino** – ZBA Member, **Josh Fagner** – Water & Sewer Dept. Working Supervisor, **Mark Cain** – Recreation Director, **Bill Davis** – MRB Group, **Sean Murphy** – Highway employee, and Alan and Aubrae Lamparella – residents,

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

PUBLIC HEARINGS: None.

APPROVAL OF MINUTES:

A motion was made by **Councilman Casale** and seconded by **Councilman Holtz** that the minutes of the June 25, 2025, Town Board Meeting, that were previously given to members for review, be approved. All Voting “Aye” (Herendeen, Bowerman, Holtz, Casale, and Ingalsbe). Motion **CARRIED**.

PUBLIC CONCERNS: None.

REPORTS OF STANDING COMMITTEES:
Public Works Committee: Councilman Herendeen reported:

Water & Sewer:

1. Mixing pump for Digester 2 has been installed and re-wired.
2. Ordered and installed new batteries for PS-28 (Wendy’s) auto-start system.
3. Troubleshooting of level control issues at PS-20 (U-Haul), discovered a whole in bubbler line and replaced.
4. Received Bioxide deliveries at PS-19 (Eastview), PS-21 (Victor Crossing), and PS-30 (Coffee Roasters).
5. Pump Station routine maintenance and repairs are ongoing.
6. Rt. 332 Watermain Replacement Project – 1 bidder.
7. Pre-construction Meeting and site visit with contractor for Cranberry Drive project.
8. Installed two new water services: 5570 Holtz Road and 449 County Road 8.
9. Completed blacktop repairs at Bean Pole Circle and Dalton Drive from watermain breaks.
10. Fire hydrant maintenance is ongoing.
11. Meter replacement and installations – 102 door knockers.
12. Van Bortel Fleet will be delivering new 2025 F-250 on July 9th.
13. Discussed resolutions on agenda.

Highway & Parks:

1. Highway- equipment maintenance, roadside mowing (Rt. 332), trucks are helping Town of Manchester, milled potholes on Stonefield Drive, patched with asphalt, trimming trees on Calm Lake Drive, milled driveways on Hook Road to tie in when we paved, removed sidewalk flag on Mertensia Road that buckled, CPR & First Aid Training, and milled Wood Drive, Running Brook Road, Calm Lake Drive, and Lake Run.
2. Parks- mowing parks and trails, striping ball fields, grooming baseball fields, striping cross walks, working on AC problem at Court, working on plumbing issues at Mertensia Lodge, and set up and cleaned up for July 3rd Fireworks Celebration.
3. Buildings – AC issue at Court House, toilets backing up at Mertensia Lodge, and electrical issues at Highway (no lights in Sheryl’s Office or outside outlets).

Town Operations Committee: Councilman Casale reported:

1. Two resolutions on agenda.
2. Town Engineers are completing their edits on Chapter 159 (Water Rules and Regulations).
3. Town Planning Board has completed their review of the draft text amendments to Chapter 144 (Land Subdivisions).
4. Town Staff also is working on text amendments to Chapter 165 (Zoning Law). The Town Environmental Conservation Board is scheduled to complete their review on Monday, July 28th and submit their comments. Later this summer the comments will be incorporated into the draft local law for amending Chapter 144 and forward to the Town Board for formal consideration and adoption.
5. Town Staff continues working on several text amendments to Chapter 165 (Zoning Law).
6. Town Board will be receiving a second presentation from the new landowner (Cook Properties) of the former Whitestone Incentive Zoning Project, now called Farmington Meadows on July 22nd.
7. Town Hall Lower-Level Improvements – final punch list is getting addressed then closeout of the project to follow.

8. Fish Property Large Scale Ground Mounted Solar Farm Update- received a 490-page document from the applicant's engineer, town staff will continue to review.
9. Farmington Market Center Incentive Zoning Project Update – town has been informed that the owner will be making a formal presentation to the Town Board at their August 8th meeting. The owner states that he has negotiated several contracts with tenants.

Town Finance Committee: Supervisor Ingalsbe reported:

1. Reminder – July 15th at 4 p.m. – update on the 6-month expenses and revenues.

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

1. Webinar with members of the public service commission and other local leaders. Many housing developers cannot get gas and/or electricity. Trying to understand the public service commission side of things as to why they cannot. A presentation will be given to the Board of Supervisors on Thursday.

Highway& Parks Superintendent Tim Ford reported:

1. Called vendor today for paving, still on schedule for next week, starting on Wood Drive and Running Brook on the 16th, the moving over to Calm Lake and Lake Run on the 17th, and then on the 21st they will pave Hook Road. They will get door hangers out for the residents.

Town Clerk Michelle Finley reported:

1. Busy collecting Water and Sewer Bills.

Water & Sewer Superintendent Aaron Bissell reported:

1. Working with Town Parks to resolve backup issues at Mertensia Lodge.
2. Working on 2026 Budget, Capital improvement plans, templates for vehicle and equipment fleet.
3. Trying different treatment chemicals to improve performance and potentially save on the cost.
4. Trying different natural methods of cleaning the tank.

Code Enforcement Officer Dan Delpriore reported:

1. Thanked Victor Farmington Ambulance for instructing CPR/First Aid training classes.
2. Working on information for the Pro-Housing Community.
3. All mobile home parks have been inspected. Working on getting violations addressed. Re-inspection is scheduled for July 22nd.
4. Training for the Fire Department is scheduled for July 21st at 7 p.m.

Director of Planning and Development Ron Brand reported:

1. Town Operations Report available on website and filed with the Town Clerk.
2. On July 22nd at 4 p.m. at the Town Hall there will be meeting with several property owners on Rt. 96 (between Mertensia Road and Rt. 332), will be discussing with DOT officials regarding the future location of a signalized intersection light.
3. On July 22nd at 7 p.m. at the Town Hall there will be a presentation by Passero Associates on an amendment to the overall preliminary site plan for the Farmington Meadows Incentive Zoning Project, which is located along the eastside of Rt. 332 and north of the State Troopers Barracks and south on County Road 41.
4. On July 24th at 5 p.m. at the Town Hall there will be a public hearing being held by the Ontario County Industrial Development Agency to receive comments on proposed pilot agreement between the IDA and Villager Construction for their project located on Loomis Road.
5. On August 12th at 7 p.m. at the Town Hall there will be a presentation by Marathon Engineering on the amended overall preliminary site plan for Farmington Market (TOPS).
6. Town Conservation Board continues working on the Town's Open Space Index.
7. Staff reviewing the 490-page document received from the applicants engineering firm for the Fish Large Scale Solar Project to be located along the northside of Mt Payne Road.

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

1. Updates: primary focus now is assembling a number of grant applications with a due date for the end of the month, Stormwater Mapping, Parks Grant, WIIA grant-number of resolutions need to be done, Cranberry Drive project will start mid-August, and Rt. 332 Watermain Project.

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

1. Next Meeting- Preliminary Site plan on Ellsworth.

Zoning Board of Appeals, Thomas Yourch reported: None.

Recreation Advisory Board, Bryan Meck reported: None.

Recreation Director Mark Cain reported:

1. Thanked Tim Ford and Parks Department, the parks looked beautiful when Summer Recreation started. Approximately 250 children the first week, 35 new families registered this year.
2. Thanked everyone who helped with the July 3rd Fireworks Celebration. It went very well. Food Vendors did very well. Dan used the drone to take pictures are posted.

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. Ontario County Board of Supervisors Resolution No. 321-2025. Re: Apportionment of 2026 Workers’ Compensation Insurance Assessments for Ontario County Mutual Self-Insurance Plan.
2. Digital Procurement and Contracting Needs Survey.
3. Letter to Cynthia Behan of Behan Planning and Design from the Town Supervisor. Re: Request for Quotes – Farmington Town Park Expansion Planning Project.
4. Letter to Joy Kuebler, Landscape Architect, PC from the Town Supervisor. Re: Request for Quotes – Farmington Town Park Expansion Planning Project.
5. Letter to Erin Maciel of Urban Landscape Studio Landscape Architecture, PLLC from the Town Supervisor. Re: Request for Quotes – Farmington Town Park Expansion Planning Project.
6. Letter to William Davis and Laurie Fox of MRB Group from the Town Supervisor. Re: Request for Quotes – Farmington Town Park Expansion Planning Project.
7. US Bankruptcy Court for the District of Delaware Debtors’ Notice of Designation of Assigned Contracts. Re: Atech (Parent) Resolution Corp., et al. (Case No. 24-12796(LSS)).
8. Letter to the Town Supervisor from a Resident. Re: Farmbrook.
9. Letter to the Town Supervisor from Senator Pamela Helming. Re: Letter of Support for request for funding through the NYS Office of Parks, Recreation & Historic Preservation (OPRHP) Environmental Protection Fund Grant Program and the NYS DEC Non-Agricultural Nonpoint Source Planning and MS4 Mapping Grant Program.
10. Certificate of Liability Insurance from: Master Peace Painting, LLC; Elbers Landscape Service, Inc.
11. Certificate of Workers’ Compensation Insurance from: Verizon Wireless; Citygate Electrical, LLC; Elbers Landscape Service, Inc.

REPORTS & MINUTES:

1. Public Works Report – W&S – June 24, 2025
2. Town Operations Report – Building Department – June 24, 2025
3. Assessor Report – Townwide Revaluation
4. Agricultural Advisory Committee Meeting Minutes – January 23, 2025
5. Town Operations Report to Town Board – June 25, 2025
6. Supervisor Comments – June 25, 2025
7. ZBA Meeting Minutes – January 27, 2025
8. ZBA Meeting Minutes – February 24, 2025
9. ZBA Meeting Minutes – April 28, 2025
10. Town of Farmington ZBA 2025 Rules of Procedure
11. Letter to the Town Supervisor from David Chico of NYS Agriculture and Markets. Re: Municipal Shelter Inspection Report
12. Public Works Agenda – Highway – June 24, 2025
13. Ontario County Sheriff Traffic Report – May 2025
14. Planning Board Meeting Minutes – June 18, 2025

ORDER OF BUSINESS:

RESOLUTION #242-2025:

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

RESOLUTION APPOINTING MATTHEW DEMARCO TO THE ZONING BOARD OF APPEALS

WHEREAS, Jody Binnix resigned from her seat on the Zoning Board of Appeals leaving a vacancy, and

WHEREAS, Matthew DeMarco is interested in filling this vacancy and is supported by the Zoning Board of Appeals Chairman, Tom Yourch, now therefore

BE IT RESOLVED, that the Farmington Town Board hereby authorizes the appointment of Matthew DeMarco to the Zoning Board of Appeals to fulfill the rest of Jody Binnix’ term which expires on December 31, 2027, and

BE IT FURTHER RESOLVED, that copies of this resolution be submitted by the Town Clerk to the Supervisor's Secretary, the Accountant I, Tom Yourch, Chairman of the Zoning Board of Appeals and Matthew DeMarco at 5038 Shortsville Road, Shortsville, NY 14548.

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

RESOLUTION #243-2025:

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

JENNIFER FORD SUCCESSFUL COMPLETION OF PROBATIONARY PERIOD

WHEREAS, Jennifer Ford was hired by the Town of Farmington with a start date of January 15, 2025 and on July 15, 2025 she will have successfully completed the required six-month probationary period, and

WHEREAS, Jennifer Ford 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 Jennifer has displayed satisfactory job performance, now therefore

BE IT RESOLVED, that the Town Board hereby grants Jennifer Ford a \$1.00 per hour wage increase to \$20.00 per hour to be effective beginning with Payroll #16 (July 20, 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" (Casale, Herendeen, Bowerman, Holtz, and Ingalsbe), the Resolution was **CARRIED**.

RESOLUTION #244-2025:

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

RESOLUTION AUTHORIZING THE ACCEPTANCE OF THE MONTHLY REPORT OF THE SUPERVISOR FOR JUNE 2025

WHEREAS, Town Law states the Town Board must approve/reject the Supervisor's Monthly Report, and

WHEREAS, the Accountant I submitted the Monthly Report of the Supervisor for June 2025 to the Town Supervisor on July 2, 2025,

WHEREAS, the Town Supervisor approved and executed the Monthly Report of the Supervisor for June 2025 on July 2, 2025,

WHEREAS, the Monthly Report has been submitted to the Town Board for approval via email, now therefore,

BE IT RESOLVED, that the Town Board hereby accepts the Monthly Report of the Supervisor for June 2025, and

BE IT FULLY RESOLVED, that the Town Clerk give a copy of this resolution to the Accountant I.

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

RESOLUTION #245-2025:

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

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

Two (2) Cisco SPA509G Phones

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, Bowerman, Holtz, Casale, and Ingalsbe), the Resolution was **CARRIED**.

RESOLUTION #246-2025:

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

RESOLUTION OF ACCEPTANCE OF THE RECOMMENDATION FROM THE PLANNING BOARD AND AUTHORIZING THE SECOND PARTIAL RELEASE OF FUNDS (RELEASE #2) FROM THE LETTER OF CREDIT FOR SITE IMPROVEMENTS CREEKWOOD TOWNHOME PROJECT – PHASE 2, IN THE TOTAL AMOUNT OF \$89,002.82

WHEREAS, the Farmington Town Board (hereinafter referred to as Town Board) has received from the Town Director of Planning and Development (hereinafter referred to as Director), a draft resolution recommending the Town Board accept the above referenced partial release of funds (Release #2) from the Letter of Credit for approved site improvements within the Creekwood Townhome Project – Phase 2, located along Pintail Crossing, in the total amount of \$89,002.82; and

WHEREAS, the Town Construction Inspector, Town Engineer and Town Department Heads have all reviewed and accepted the quantities and unit prices identified in the Applicant’s Engineer’s Letter of Credit Estimate; and

WHEREAS, the above referenced Town Officials have all signed the attached Appendix Forms G-1.1 [Letter of Credit/Surety – Partial Release Form, dated 6/25/25] and G-2.0 [Letter of Credit Release, dated 6/25/25]; and

WHEREAS, the Town Clerk has verified the total amount contained in the filed Letter of Credit agrees with the amount being requested to be released; and

WHEREAS, with this second partial release of funds there will be a remaining balance in this Letter of Credit of \$487,235.29.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby authorizes the second partial release of funds from the above referenced Letter of Credit, in the total amount of \$89,022.82.

BE IT FURTHER REQUESTED, that the Town Board does hereby authorize the Town Supervisor to sign and date Appendix Form G-2.0.

BE IT FURTHER RESOLVED, that the Town Board does hereby direct the Town Clerk to provide certified copies of this resolution to: Creekwood Extension, LLC, 21 Crossbow Drive, Penfield, New York 14526; and to Matthew Tomlinson, Project Manager, Marathon Engineering, 39 Cascade Drive, Rochester, New York 14614.

BE IT FINALLY RESOLVED, that the Town Clerk is hereby directed to provide electronic copies of this resolution to the Town Planning Board Chairperson; the Town Highway and Parks Superintendent; the Town Water and Sewer Superintendent; the Town Code Enforcement Officer; the Town Construction Inspector; the Town Engineer; the Town Director of Planning & Development; and John Robortella, Clerk of the Planning Board.

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

RESOLUTION #247-2025:

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

RESOLUTION AUTHORIZING ACCEPTANCE OF EASEMENT-1067 GATEWAY DRIVE

WHEREAS, the Town of Farmington, by its officers or representatives, has engaged in discussions with DECAL, LLC (“Owner”) regarding the Town’s obtaining a Sidewalk Easement over portions of Owner’s property located at 1067 Gateway Drive, as shown on a map prepared by David M. Parrinello dated May 21, 2025; and

WHEREAS, Town of Farmington officials have recommended to the Town Board that said Owner grant to the Town the easement over said lands of said Owner;

WHEREAS, said easement has been offered by Owner to the Town of Farmington; and

WHEREAS, the Town Board of the Town of Farmington is desirous of accepting said offered easement on behalf of the Town; and

WHEREAS, the Town Board of the Town of Farmington has examined said instrument and finds the consideration described in said easement to be fair and reasonable.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Farmington does hereby accept the Easement attached hereto as Exhibit 1 from Owner in accordance with the terms and conditions contained in said instrument and directs that the same be recorded in the Office of the Clerk of the County of Ontario, the fees for said recording to be borne by the Owner, and be it further

RESOLVED, that the Town Supervisor shall be and hereby is authorized to take any and all further action necessary to carry forth the intent of this resolution, including but not limited to the execution of all documents necessary to complete the conveyance of the premises referenced herein.

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

RESOLUTION #248-2025:
Councilman Casale offered the following Resolution, seconded by Councilman Holtz:

Abstract 13 – 2025			
TOWN OF FARMINGTON ABSTRACT OF UNAUDITED VOUCHERS			
TO: MARCY DANIELS		FROM: J. MARCIANO	
ABSTRACT NUMBER		13	
DATE OF BOARD MEETING		7/8/2025	
FUND CODE	FUND NAME	TOTAL FOR EACH FUND	VOUCHER NUMBERS
A	GENERAL FUND	75,724.41	1189-1232,1234,1239,1240,1243-1245,1280,1281,1283
DA	HIGHWAY FUND	327,180.68	1191,1197,1208,1210,1223,1225,1233,1235-1238,1241,1242,1244,1246
HT	TOWN HALL CAP PROJ	8,570.74	1204,1218
SD	STORM DRAINAGE	74.76	1197
HK	SIDEWALK CAP PROJECT		
SS	SEWER DISTRICT	44,667.78	1191,1197,1208,1210,1214,1219,1220,1247-1270,1282
SW1	WATER DISTRICT	515,516.10	1191,1197,1208,1210,1214,1219,1220,1247-1248,1250-1254,1256,1258-1259,1261-1263,1267,1270-1276,1282
TA200	PAYROLL DEDUCTIONS(TA85UNI,TA20,TA20D,TA86)	41,574.81	1245,1277-1279
	TOTAL ABSTRACT	\$ 1,013,309.28	

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

WAIVER OF THE RULE: No objection.

RESOLUTION #249-2025:
Councilman Herendeen offered the following Resolution, seconded by Councilman Holtz:

RESOLUTION WAIVING THE PERMIT FEES FOR THE FARMINGTON VOLUNTEER FIRE ASSOCIATION’S ANNUAL CARNIVAL

WHEREAS, the Farmington Volunteer Fire Association is having their 77th annual carnival and fireworks display, and

WHEREAS, the FVFA is requesting the permit fees for the operating permit and the fireworks display permit be waived, therefore be it

RESOLVED, the Farmington Town Board authorizes the waiving the permit fees for the FVFA annual carnival and fireworks display, and further be it

RESOLVED, that the Town Clerk provide copies of this resolution to the Code Enforcement Officer, the Accountant 1, and to Scott Parker, VP/Carnival Chair of the Farmington Volunteer Fire Association.

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

DISCUSSION: None.

TRAINING AT OR UNDER \$100.00: None.

Councilman Bowerman passed along an invitation from the Director of Communications for the Genesee Land Trust to a community celebration at Mertensia Park on September 20th, presentation on a project they are taking on the other side of the creek in Victor. Supervisor Ingalsbe stated that some of that property is in the Town of Farmington.

EXECUTIVE SESSION:

Councilman Bowerman made a motion to enter into executive session at 7:30 p.m. to discuss proposed, pending, or current litigation, and 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, Councilman Casale seconded the motion. Motion CARRIED.

Councilman Bowerman made a motion to exit the executive session at 8:38 p.m., Councilman Casale seconded the motion. Motion CARRIED.

With no further business before the Board, Councilman Herendeen offered a motion to adjourn the meeting at 8:38 p.m., seconded by Councilman Holtz. Motion CARRIED.