

At the Farmington Town Board Meeting, held in the Town Hall or by Phone/Video Conferencing on the 22<sup>nd</sup> day of December, 2020, 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: **Don Giroux** – Highway and Parks Superintendent, **Dan Delpriore** – Code Enforcement Officer, **Adrian Bellis** – Planning Board Member, **Ron Brand** – Director of Planning and Development, **Robin MacDonald** – Acting Water & Sewer Superintendent

Also present by telephone/video conferencing were: **John Piper**

**PUBLIC HEARINGS- None.**

**APPROVAL OF MINUTES:**

A motion was made by **Councilman Holtz** and seconded by **Councilman Casale**, that the minutes of the December 8, 2020, Town Board Meeting, and given to members for review, be approved. All Voting “Aye” ( Holtz, Casale, 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 work on Canandaigua-Farmington Townline Road Water.
2. Discussed Wangum Road Lift Station problem.
3. Water main breaks – none.
4. Interviewing for MEO and Account Clerk.
5. Discussed resolutions on agenda.

**Highway & Parks:**

1. Highway- Equipment Maintenance, Truck Maintenance, salted and plowed roads, installed stone dust on trail at Hickory Rise.
2. Parks- building and parks maintenance, salting and plowing of parking lots, and driver training on larger trucks, and working on updating SDS.
3. Discussed replacement of street light bulbs in Farmbrook.
4. Discussed resolutions on agenda.

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

1. Discussed various projects: Solar project, Blackwood Industrial Park, County Road 41/State Route 332 Intersection (Hathaway’s Corners), Town Code updates, Beaver Creek Park updates, and building permits.
2. Discussed resolutions on agenda.

**Town Personnel Committee: None.**

**Town Finance Committee: Supervisor Ingalsbe reported: None.**

**Town Public Safety Committee: Councilman Holtz reported: None.**

**REPORTS OF TOWN OFFICIALS:**

**Supervisor Peter Ingalsbe reported:**

1. Set Organizational Meeting for 2021 – January 5, 2021, at 6:30 p.m.
2. Busy closing out 2020 stuff.
3. Discussed Covid numbers- 92 today. County to begin asymptomatic testing.

**Highway& Parks Superintendent Giroux reported:**

1. Discussed tub grinding on the hill.
2. Discussed removal of trees on Mertensia Road.
3. Discussed slip lining on Collett Road.
4. Discussed fuel tank on Collett Road.

**Town Clerk Michelle Finley reported:**

1. 2019 Audit is completed – no findings were noted.
2. 2021 Taxes were picked up and they are ready to get mailed at the end of the month.

**Water & Sewer Superintendent Robin MacDonald reported:**

1. Discussed conversation with NYS Dept. of Health regarding Yerkes Road waterline-if we replace in-kind and remove and replace the same pipeline in the same ditch they won't have to go through any engineering-they are looking at doing 1,000 feet on Yerkes Road.

**Code Enforcement Officer Dan Delpriore reported:**

1. Interviews with Water & Sewer went well.
2. Short staffed due to vacations.

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

1. Report available on website and filed with the Town Clerk.

**Assessor Michelle Nicodemus reported: None.**

**Town Engineer Bill Davis reported: None.**

**Fire Chief reported: None.**

**Planning Board Member Adrain Bellis reported:**

1. Next Meeting – Organizational Meeting – January 6, 2021 at 7 p.m.
2. Last Meeting – Solar, LOC's, Blackwood Industrial Park.

**Zoning Board of Appeals Jeremy Marshall reported: None.**

**Recreation Advisory Committee Bryan Meck reported: None.**

**Recreation Director Mark Cain reported: None.**

**Ontario County Planning Board Member reported: None.**

**Conservation Board Chairman Hilton reported: None.**

**Town Historian Donna Herendeen reported: None.**

**Swap Shop Update: Councilman Holtz: None.**

**Agricultural Advisory Committee Chairman Hal Adams: None.**

**COMMUNICATIONS:**

1. Letter to the Town Supervisor from Kimberly Doherty of NYS EFC. Re: New York State Revolving Fund Project No.: C8-6433-02-00.
2. Dog Control Services Agreement 2021.
3. Letter to all CFWD water users from the Town Supervisor. Re: COVID financial hardship.
4. Letter to Dr. Judith Wellman from the Town Supervisor. Re: 1816 Farmington Quaker Meetinghouse Museum Restoration Grant Application.
5. Memo to the Town Clerk from Gary Baxter, Ontario County Treasurer. Re: 2019 unpaid property taxes.
6. Letter to the Town Supervisor from Brenda Estey of Ontario County ARC. Re: Corporate Compliance Plan.
7. Email to the Town Supervisor from Mark Baker of Softlights. Re: Conversion to LED streetlights.
8. Email to the Town Supervisor from Joseph Szabo of NYPA. Re: LED lights and light pollution.
9. NYSLRS Employer Forum – Fall 2020.
10. Letter to the Town Supervisor from J. Joseph Dorey of Fisher Associates. Re: Proposal for pre-demolition asbestos and lead-based paint survey 5630 Collett Road.
11. Letter to the Town Supervisor from Sheryl Robbins of NYS DOH. Re: Public Water Supply, CFWD Approval – Completed Works, Empire North Compressor Station Watermain.
12. Certificates of Liability Insurance from: Champion OPCO, LLC; Power & Construction Group, Inc.; L&O Plumbing and Heating, Inc.; B&B Builders.
13. Certificate of Disability and Paid Family Leave Benefits from: B&B Builders.

**REPORTS & MINUTES:**

1. Planning Board Meeting Minutes – November 18, 2020.
2. Manchester Fire Department Incident Run Log – November, 2020.
3. Planning Board Meeting Minutes – December 2, 2020.
4. Project Review Committee Meeting Minutes – December 4, 2020.

**ORDER OF BUSINESS:**

**RESOLUTION #445-2020:**

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

**RESOLUTION AUTHORIZING THE SUPERVISOR TO SIGN CONTRACT WITH WILLIAMSON LAW BOOK CO. FOR 2021**

**WHEREAS**, the Williamson Law Book Co. of Victor has forwarded the Town a contract for 2021 for software support for the Municipal Accounting program used by the Principal Account Clerk, and

**WHEREAS**, the contract costs \$1,080.00 for the year and includes support as well as notice of all program enhancements and state mandated changes,

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby authorizes the Supervisor to sign the contract, and be it further

**RESOLVED**, that the Town Clerk give a copy of this resolution to the Principal Account Clerk and mail the signed copy to Williamson Law Book Co at 790 Canning Parkway, Victor, NY 14564.

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

**RESOLUTION #446-2020:**

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

**LETTER OF CREDIT PARTIAL RELEASE, RELEASE #5 – REDFIELD GROVE SUBDIVISION – PHASE 2, IN THE TOTAL AMOUNT OF \$ 134,347.34**

**WHEREAS**, the Farmington Town Board (hereinafter referred to as Town Board) has received from the Town Planning Board (hereinafter referred to as Planning Board) a resolution dated December 16, 2020 recommending approval of the requested partial release of funds from the above referenced Letter of Credit. The total amount of funds recommended to be released for work completed in Phase 2 of the Redfield Grove Subdivision Tract, a part of the Redfield Grove Incentive Zoning Project, is \$134,347.34; and

**WHEREAS**, the Town Board has also been provided the Town Letter of Credit Release Forms G-1.1 and G-2.0 that have been signed by all of the town department heads and dated December 7, 2020; and

**WHEREAS**, the total amount of this Letter of Credit is \$ 1,021.054.44; and

**WHEREAS**, there will be a balance of \$ 390,538.58 remaining in the Letter of Credit after Release # 5; and

**WHEREAS**, the Town Clerk has reviewed this requested release finding the amounts contained therein to be accurate.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board does hereby authorize the Town Supervisor, to execute the above referenced partial release of funds from the above referenced Letter of Credit.

**BE IT FURTHER RESOLVED**, that the Town Clerk, is to be provided copies of this resolution to: Matt Heilmann, Town Construction Inspector; Don Giroux, Town Highway & Parks Superintendent; Robin MacDonald, Acting 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 copy of this resolution is to be issued to the Letter of Credit holder, Frank DiFelice, DiFelice Development, Inc., 91 Victor Heights Parkway, Victor, New York 14564; and the applicant’s engineers, Edward Parrone, P.E., Parrone Engineering, 349 W. Commercial Street, Suite 3200, East Rochester, New York 14445.

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

**RESOLUTION #447-2020:**

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

**APPROVAL OF A REQUEST FOR THE PARTIAL RELEASE OF FUNDS (RELEASE #3) FROM THE LETTER OF CREDIT FOR OVERALL SITE IMPROVEMENTS, A PART OF PHASE 1 OF THE HATHAWAY'S CORNERS PROJECT – IN THE TOTAL AMOUNT OF \$ 894,905.44**

**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 December 16, 2020, recommending the Town Board take action to accept the request for a partial release of funds remaining in the letter of credit for this action; 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, and the signed Town Final Release Form (G-1.1) and the signed Town Surety Release Form (G-2.0); and

**WHEREAS**, the total amount of this letter of credit is \$ 4,860,086.66; and

**WHEREAS**, this partial release of funds is in the total amount of \$ 894,905.44; and

**WHEREAS**, the total amount remaining in this letter of credit will be \$ 3,178,533.14; and

**WHEREAS**, the Town Clerk has reviewed this requested partial release of funds finding the amounts contained herein to be accurate.

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board hereby accepts the Planning Board's recommendation and approves the partial release of funds from the letter of credit for the above referenced project, in the total amount of \$ 894,905.44.

**BE IT FURTHER RESOLVED**, that the Town Board authorizes the Town Supervisor to sign and date Form G-2.0, Town Letter of Credit Final Release Form.

**BE IT FURTHER RESOLVED**, that the Town Clerk is hereby directed not to release the final amount in the subject letter of credit until the Town Supervisor's signature has been affixed to Town Form G-2.0.

**BE IT FURTHER RESOLVED**, that the Town Clerk is hereby directed to notify tomorrow, by U.S. Mailing, certified copies of this resolution to: Ryan Destro, P.E., BME Associates, 10 Lift Bridge Lane East, Fairport, New York 14450; and Mark Stevens, S.B. Ashley Group and Shawn Skivington, S.B. Ashley Group, 16 West Main Street, Suite 700, Rochester, New York 14614.

**BE IT FINALLY RESOLVED**, that certified copies of this resolution are also to be provided to the Town Highway Superintendent, Acting Town Water & Sewer Superintendent, Town Code Enforcement Officer, the Town Director of Planning and Development, the Town Construction Inspector and the Town Engineer.

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

**RESOLUTION #448-2020:**

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

**RESOLUTION DECLARING SCANNED DOCUMENTS AS THE OFFICIAL TOWN RECORD COPY**

**WHEREAS**, the Town Board of the Town of Farmington approved the purchase of a Kodak 3200 scanner to start the conversion from a paper storage environment to an electronic storage environment, and

**WHEREAS**, the Records Management Officer/Town Clerk's Office has begun scanning documents into the computer and saved on the town server and also saving them on flash drives, and

**WHEREAS**, the Town of Farmington and the Records Management Officer shall maintain all digitally created records in their native digital format for the legally proscribed retention period for said records as described in the adopted LGS-01 Schedule, regulations of the Commissioner of Education Part 185.8, and

**WHEREAS**, copies of records that been scanned and are found in other formats, including paper, shall be deemed convenience copies and disposed of through the Records Management Officer's office when no longer needed for reference or other administrative purposes in accordance with the LGS-01 schedule, therefore be it

**RESOLVED**, that the Farmington Town Board hereby declares the scanned copy as the official record for the Town of Farmington, and further be it

**RESOLVED**, that documents scanned into the computer can be destroyed by the Records Management Officer in accordance with the LGS-01 Schedule.

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

**RESOLUTION #449-2020:**

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

**AUTHORIZATION TO ROLL OVER VACATION TIME INTO 2021 FOR**

**Matt Heilmann, Construction Inspector**

**Hunter Ruthven, Labor**

**Sheryl Smith, Finance Clerk II**

**Sam Aruck, MEO**

**Thomas Parker, Waste Water Maintenance Assistant**

**WHEREAS**, vacation has to be exhausted by the end of the year per the Employee Policy, and

**WHEREAS**, Matt Heilmann, Hunter Ruthven, Sheryl Smith and Sam Aruck are asking the Supervisor and Town Board to allow them to roll unused vacation days into 2021 with the understanding that the time be used before March 31, 2021 because it would prove a hardship for the time to be used before the end of 2020.

- Matt Heilmann, Four (4) days
- Hunter Ruthven, Five (5) days
- Sheryl Smith, One (1) day
- Sam Aruck, Two (2) days
- Thomas Parker, Eight (8) days

**THEREFORE, BE IT RESOLVED**, that the Farmington Town Board hereby authorizes the above Water and Sewer employees to roll over their vacation time to be used no later than March 31, 2021, and

**BE IT FURTHER RESOLVED**, that the Town Clerk provides a copy of this resolution to the Water/Sewer Supervisor, the Principal Account Clerk, and the Supervisor's Confidential Secretary.

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

**RESOLUTION #450-2020:**

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

**RESOLUTION AUTHORIZING THE WATER AND SEWER ACTING SUPERINTENDENT TO PURCHASE ONE (1) NEW AND UNUSED 2022 INTERNATIONAL HX620 SBA (HX620) 6X4 LOW-BOY TRACTOR AND ONE (1) NEW AND UNUSED 2022 INTERNATIONAL HV507 SFA (HV507) 4X2 CONSTRUCTION DUMP TRUCK**

**WHEREAS**, the Water and Sewer Supervisor has established a Five (5) and Ten (10) Year Vehicle and Equipment Replacement Program for the Farmington Water and Sewer Department, and

**WHEREAS** the Water and Sewer Department has budgeted for Vehicle and Equipment Replacement for the water and department's former 2007 Kenworth Low- Boy Tractor with Vin # 1XKDD40X57J170597 with 433,804 miles and also a 2006 International 6 Wheel Dump Vin # 1HTTXAHR66J244243 with 55,762 miles to be replaced within 2021 Budget under line SS 8130.2 (Equipment) and the SW1 8340.2 (Equipment), and

**WHEREAS**, in compliance with the current purchasing policy for the Town allowing Best Value Contracts, the Water and Sewer Acting Superintendent has asked to be authorized to purchase one (1) new and unused 2022 International HX620 SBA (HX620) 6X4 Low-Boy Tractor and One (1) new and unused 2022 International HV507 SFA (HV507) 4X2 Construction Dump Truck from Regional Intl Corp Under the bid quotation from the award 2020 on Onondaga County bid contract #8996, and

**Be it RESOLVED**, the Farmington Town Board authorizes the Water and Sewer Acting Superintendent to purchase one (1) new and unused 2022 International HX 620 SBA (HX620) 6X4 Low-Boy Tractor. The purchase cost including freight and delivery being \$161,417.61 and One (1) new and unused International HV507 SFA (HV507) 4X2 Construction Dump Truck The purchase cost including freight and delivery being \$130,761.01, and

**Be it further RESOLVED**, the funds are appropriated in the 2021 budget lines for the Water Dept. SW1-8340.2 (equipment), the Sewer Dept. SS-8120.2 (equipment), and

**Be it further RESOLVED**, that the Town Clerk provides a copy of this resolution to the Water/Sewer Superintendent, the Supervisor's Secretary and the Principal Account Clerk.

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

**RESOLUTION 451-2020:**

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

**RESOLUTION AUTHORIZING TOWN SUPERVISOR TO SIGN CERTIFICATE OF MUNICIPAL USE FOR NOCO ENERGY CORPORATION – DIESEL SUPPLIER FOR ONTARIO COUNTY THROUGH NYS OGS**

**WHEREAS**, NYS OGS contract for Diesel fuel for Ontario County has changed, and

**WHEREAS**, in compliance with NYS OGS contract starting November 27, 2020, now therefore be it

**RESOLVED**, that the Town Board authorize the Town Supervisor to sign the Certificate of Municipal Use, and be it further

**RESOLVED**, that the Town Clerk forward copies of this Resolution to the Highway/Parks Department and the Principal Account Clerk.

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

**RESOLUTION #452-2020:**

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

**RESOLUTION AUTHORIZING THE HIGHWAY/PARKS SUPERINTENDENT TO PURCHASE TWO (2) RED 2021 CHEVROLET SILVERADOS THRU VAN BORTEL FROM THE ONONDAGA COUNTY #8771 2021 C**

**WHEREAS**, the Highway/Parks Superintendent budgeted for two (2) 2021 Chevrolet Silverado 1500 1WT Double Cab 4WD, and

**WHEREAS**, in compliance with the current purchasing policy for the Town, and this quote follows the Onondaga County Piggy-Back at a cost **not to exceed \$33,000** per truck with **\$66,000 from Machinery - Equipment (DA-5130.2)**, and

**RESOLVED**, that the Town Board authorizes the Town Supervisor to sign a quote for each Chevrolet Silverado for the Highway Department, and be it further

**RESOLVED**, that the Town Clerk forward copies of this Resolution to the Highway/Parks Department and the Principal Account Clerk.

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

**RESOLUTION #453-2020:**

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

**CONFIRMING RESOLUTION FOR WORK CHANGE DIRECTIVE NUMBER 1 FOR THE BEAVER CREEK PARK CAPITAL PROJECT**

**WHEREAS**, work change directive number 01 was submitted by MRB for additional heat (heater rental and diesel fuel) for the interior slab pouring for the contractor BLM with an increase in the contract price of not to exceed \$2200,

**NOW, THEREFORE BE IT RESOLVED**, the Town Clerk forwards a copy of the resolution and work change directive to the Building Department and the Principal Account Clerk.

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

**RESOLUTION #454-2020:**

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

**RESOLUTION AUTHORIZING THE FINAL PAY APPLICATION AND CLOSEOUT INFORMATION FOR THE NORTH RD WATERMAIN PROJECT**

**WHEREAS**, MRB has submitted to the Town of Farmington, GC-02 decreasing the total project by \$14,663.25, the final payment application (payment #4) as well as the closeout documentation for the North Road watermain project,

**NOW, THEREFORE BE IT RESOLVED**, the Town Board authorizes the Supervisor to sign GC-02 and the Certificate of Substation Completion and that the Town Clerk forwards the signed copies to MRB Group,

**FURTHER RESOLVED**, the Town Clerk files a copy of this resolution along with the closeout packet information including Contractor Acknowledgement of Correction Period, Bond letter, Debts and claims, Release of Lien, and consent of Surety, and provides one copy of the Resolution to the Water and Sewer Department and Principal Account Clerk.

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

**RESOLUTION #455-2020:**

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

**RESOLUTION AUTHORIZING BUDGET AMENDMENTS IN THE SEWER FUND**

**WHEREAS**, budget amendments are needed in the Sewer funds for expenses

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

From: SS8130.4	Sewer Contractual	\$8000	
To: SS8130.45	Scada		\$500
To: SS8130.43	Sludge		\$4,000
To: SS8130.42	Chemicals		\$2,000
To: SS8120.45V	Scada		\$1,000
To: SS8110.4	Administration Contractual		\$500

**BE IT RESOLVED**, that the Principal Account Clerk completes the budget amendments,

**FURTHER RESOLVED**, that the Town Clerk submits one copy of the resolution to the Principal Account Clerk and the Water and Sewer Department.

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

**RESOLUTION #456-2020:**

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

**RESOLUTION APPROVING BUDGET AMENDMENTS IN THE GENERAL FUND**

**WHEREAS**, a budget amendment is needed in the general fund Town Court personnel line in order to input year end entries for vacation accruals that were approved on resolution 425-2020 as well as for the expense line Central Processing Contractual

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

From: A1110.4	Town Justice Contractual	\$500	
To: A1110.1	Town Justice Personnel		\$500
From: A1670.4	Central Printing and Mailing	\$1000	
To: A1680.4	Central Data Processing		\$1000

**BE IT RESOLVED**, that the Principal Account Clerk completes the budget amendments,

**FURTHER RESOLVED**, that a copy of this resolution be submitted by the Town Clerk to the Principal Account Clerk.

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

**RESOLUTION #457-2020:**

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

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

**WHEREAS**, quotes have been received from P&CG for pole repairs in the Auburn Meadow lighting district as well as a pole connection at the trail head

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

From: SL1-599	Appropriate Fund Bal	\$2719	
To: SL1-5182.521	Pole Connection		\$1592
To: SL1-5182.522	Poles		\$1122
To: SL1-5182.55	Mercier		\$5.00

**BE IT RESOLVED**, that the Principal Account Clerk performs the budget transfer,

**FURTHER RESOLVED**, that copies of this resolution be submitted by the Town Clerk to the Principal Account Clerk.

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

**RESOLUTION #458-2020:**

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

**CONFIRMING RESOLUTION AUTHORIZING THE TOWN CLERK TO PURCHASE A SCANNER FOR RECORDS MANAGEMENT**

**WHEREAS**, the 2020 budget identified the need for a scanner in the records management department to be used for the scanning of planning board, zoning board and other small board minutes,

**WHEREAS**, Staples Advantage offered the best pricing,

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

From: A1460.4 Records Management Contractual	\$750	
To: A1460.2 Records Management Equipment		\$750

**BE IT RESOLVED**, that the Principal Account Clerk completes the budget amendment,

**FURTHER RESOLVED**, that a copy of this resolution be submitted by the Town Clerk to the Principal Account Clerk.

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

**RESOLUTION #459-2020:**

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

**AUTHORIZATION TO PURCHASE 600 FEET OF 12 INCH DR-14 PVC WATERLINE TO REPLENISH OUR INVENTORY**

**WHEREAS**, The Acting Water and Sewer Superintendent has identified the need to replace this watermain so that Farmington Water & Sewer Department has pipe on hand for emergencies, and

**WHEREAS**, The Sewer Department has received a quote from Redman Construction.in the amount of \$11,200.00 for purchase of said waterline, and

**NOW, THEREFORE BE IT RESOLVED**, that the Farmington Town Board authorizes the Acting Water and Sewer Superintendent to purchase said waterline to replenish our inventory. Not to exceed \$10,200.00 from account code SW1-8340.4, 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 Principal Account Clerk.

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

**RESOLUTION #460-2020:**

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

**RESOLUTION AUTHORIZING HIRING THREE EMPLOYEES TO FILL VACANCIES IN THE W&S DEPARTMENT**

**WHEREAS**, there are currently funded vacancies in the W&S Department which need to be filled, and

**WHEREAS**, the Town Supervisor has been corresponding with Teamsters Local 118 regarding starting wages, and

**NOW, THEREFORE BE IT RESOLVED**, that the Farmington Town Board authorizes the hiring of three (3) employees to fill funded vacancies in the W&S Department once an agreement on a starting wage is negotiated, and

**BE IT FURTHER RESOLVED**, that a copy of this resolution will be supplied from the Town Clerk to the Acting Water and Sewer Superintendent, the Confidential Secretary and the Principal Account Clerk.

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

**RESOLUTION #461-2020:**

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

**RESOLUTION TO APPROVE A PROPOSAL FROM FISHER ASSOCIATES TO CONDUCT AN ASBESTOS AND LEAD SURVEY FOR THE PARKS BUILDING LOCATED AT 5630 COLLETT ROAD**

**WHEREAS**, the 5-year Farmington Capital Plan provides for a renovation of the current Parks Department Building, and

**WHEREAS**, the first step in the process is determining the amount of asbestos and lead in the building, and



**WHEREAS**, the Town has received a Proposal from Fisher Associates to conduct the asbestos and lead survey, and

**WHEREAS**, the Proposal follows the Ontario County Department of Public Works (DPW) On-Demand Small Projects Term Agreement, and

**WHEREAS**, the funding will come from the Parks Building Renovation Capital Project at a cost not to exceed \$4,500.00, now

**THEREFORE BE IT RESOLVED**, that the Farmington Town Board approves the Proposal from Fisher Associates to conduct an asbestos and lead survey for the Parks Building at a cost not to exceed \$4,500.00, and

**BE IT FURTHER RESOLVED**, that a copy of this resolution will be supplied from the Town Clerk to the Highway Superintendent and the Principal Account Clerk.

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

**RESOLUTION #462-2020:**

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

**Abstract 24-2020**

**TOWN OF FARMINGTON ABSTRACT OF UNAUDITED VOUCHERS**

**TO: MARCY DANIELS**

**FROM: J. MARCIANO**

ABSTRACT NUMBER	24
DATE OF BOARD MEETING	12/22/2020

FUND CODE	FUND NAME	TOTAL FOR EACH FUND	VOUCHER NUMBERS
A	GENERAL FUND	127,764.15	2226,2227,2229,2230,2232-2235,2238-2241,2243,2273,2293-2297,2299,2301
HG	MERTENSIA WATERLINE	591.50	2254
DA	HIGHWAY FUND	29,222.27	2238,2245-2246,2257,2268,2270,2271,2274-2286,2294,2296,2297
HA	AUBURN TRAIL PROJ	0	
HB	BEAVER CREEK PARK	463,324.15	2228,2231,2254,2255
HS	PUMPSTATION 2	0	
HM	FUEL STATION CAP PROJ	85.00	2242
HN	NORTH RD CAP PROJ	11,444.56	2237
HP	TOWN PARK IMPROVEMENTS	0	
HQ	LED STREET LIGHTING	0	
HW	WATER TANK REPAIR	17,400.00	2254
HZ	TOWNLINER CAP PROJ	0	
SD	STORM DRAINAGE	3,785.11	2254,2267,2270,2287,2296,2297
SF	FIRE PROTECTION DISTRICT	0	
SL1	LIGHTING DISTRICT	10,893.97	2288,2301
SM	SIDEWALKS	0	
SS	SEWER DISTRICT	56,970.96	2186-2210,2245,2254,2257,2259,2267,2269-2272,2287,2289-2291,2294,2296-2297
SW1	WATER DISTRICT	23,753.17	2186-2187,2197,2198,2200-2202,2204,2206,2211-2216,2218-2225,2245,2254,2257,2259,2267,2269-2272,2287,2289,2292,2294,2296-2297
TA93	LETTER OF CREDIT (CASH)		
TA200	PAYROLL DEDUCTIONS(TA85UNI,TA20,TA20D,TA86)	6,772.16	2236,2266,2294,2296-2298
	<b>TOTAL ABSTRACT</b>	<b>\$ 752,007.00</b>	

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

**TRAINING UNDER \$100: None.**

**WAIVER OF THE RULE: No Objection**

**RESOLUTION #463-2020:**

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

**RESOLUTION AUTHORIZING REQUIRED TRAINING FOR THE ASSESSOR**

**WHEREAS**, there is required training for the Assessor to obtain certification; and

**WHEREAS**, the Assessor has already completed Assessor Orientation, Ethics (Basic) and Fundamentals of Assessment Administration; and

**WHEREAS**, the NYS Department of Taxation and Finance Office of Real Property Tax Services Education Services has informed the Assessor that two classes (Fundamentals – Real Property Appraisal and Income Approach to Value) qualify to fulfill the requirement for Cost, Market and Income Approach to Value; and

**WHEREAS**, these two classes are available for online self-study at a cost of \$399.00 each; now

**THEREFORE BE IT RESOLVED**, that the Farmington Town Board authorizes the Assessor to complete the two required online courses at a total amount not to exceed \$798.00, and

**BE IT FURTHER RESOLVED**, that a copy of this resolution will be supplied from the Town Clerk to the Assessor, the Confidential Secretary and the Principal Account Clerk.

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

**RESOLUTION #464-2020:**

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

**RESOLUTION ACCEPTING THE FINAL 2019 AUDIT REPORTS FROM RAYMOND F. WAGER, A DIVISION OF MMB & CO FOR THE TOWN CLERK AND RECEIVER OF TAXES**

**WHEREAS**, representatives from Raymond F. Wager, CPA, a division of Mengel Metzger Barr & Co. have sent the final reports for the Town Clerk and Receiver of Taxes from the year ended December 31, 2019 audit,

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board of Farmington accepts the reports and that the Town Clerk file one copy with the resolution and retain one copy for her records,

**FULLY RESOLVED**, that a copy of the resolution be forwarded to the Principal Account Clerk.

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

**RESOLUTION #465-2020:**

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

**RESOLUTION AUTHORIZING THE HIGHWAY/PARKS SUPERINTENDENT TO FILL TWO (2) POSITIONS IN THE HIGHWAY DEPARTMENT**

**WHEREAS**, the Highway/Parks Superintendent has positions to fill one (1) Laborer Position (Sean Murphy) in the Highway Department at a rate of \$17.50 per hour and one (1) MEO Light Position (Daniel Foster) in the Highway Department at a rate of \$18.00 per hour; and

**WHEREAS**, both positions are vacant in the 2020/2021 Budget to the Highway Department; now therefore be it

**RESOLVED**, that the Town Board authorizes the Highway/Parks Superintendent to fill the positions with a start date of January 11<sup>th</sup>, 2021; and be it further

**RESOLVED**, that the Town Clerk forward copies of this Resolution to the Highway/Parks Superintendent, Principal Account Clerk and the Supervisor’s Office.

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

**RESOLUTION #466-2020:**

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

**RESOLUTION AUTHORIZING ONE EMPLOYEE TO CARRY OVER VACATION TIME INTO THE NEW YEAR**

**WHEREAS**, Marcy Daniels has had vacation time scheduled and available for the remainder of the 2020 calendar year, and

**WHEREAS**, the balance time of 1 Vacation days for the calendar year 2020 has been confirmed, and

**NOW BE IT RESOLVED**, that the Town Board authorizes Marcy Daniels to carry over the requested day of vacation time to be used by March 31<sup>st</sup>, 2021, and be it

**FURTHER RESOLVED**, that the Town Clerk provide copies of this resolution to the Principal Account Clerk and the Confidential Secretary.

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

**DISCUSSION:**

Supervisor Ingalsbe stated that an executive order (202.83) was passed last week that by Town Board resolution would protect senior citizens and those with disabilities where they would not have to come into the town hall and file another tax exemption renewal for 2021. He added that they can come in if they have a significant change but the executive order allows the Assessor to take 2020 exemption and include that in 2021 with no additional paperwork from retirees and those with disabilities. Supervisor Ingalsbe stated that he has reached out to Sheldon Boyce and Jeff Graff for their comments and he will have the town attorney draft a resolution for action by the Board in January.

**EXECUTIVE SESSION: None.**

**Supervisor Ingalsbe wished everyone a Merry Christmas and Happy New Year.**

With no further business before the Board, **Councilman Bowerman** offered a motion to adjourn the meeting at 7:26 p.m., seconded by **Councilman Casale**. Motion **CARRIED**.

Michelle A. Finley, MMC, RMC -Town Clerk: \_\_\_\_\_