

At the Farmington Town Board Meeting, held in the Town Hall on the 24th day of March 2020, at 7:00 PM, there were:

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

Also present were: **Don Giroux** – Highway/Parks Superintendent, **Ron Brand** – Director of Planning and Development, **Dan Delpriore** – **Code Enforcement Officer**, **Bill Davis**– MRB Group, **Adrian Bellis** – Planning Board Member, **Ed Hemminger** – Planning Board Chairman, and Michelle Nicodemus

PUBLIC HEARINGS- None.

APPROVAL OF MINUTES:

A motion was made by **Councilman Bowerman** and seconded by **Councilman Holtz**, that the minutes of the March 10, 2020, Town Board Meeting, and given to members for review, be approved. Three Voting “Aye” (Holtz, 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 BioTower 1 Filter Flush.
2. Discussed Watson-Marlow pump head replacement and tubing.
3. Discussed Vaughn Pump Install.
4. Discussed Scada work.
5. Discussed UV Replacement.
6. Discussed Beaver Creek Park.
7. Discussed resolution on agenda.

Highway & Parks:

1. Highway- replacing faded signs, straightening signs, equipment maintenance, truck maintenance, and cold patching holes.
2. Parks- Building and Park Maintenance, installing border and new swing set, equipment maintenance, removal of old playground from Town Park, installation of new playground at Town Park.
3. Discussed resolution on agenda.

Town Operations Committee: Councilman Bowerman reported:

1. Discussed resolutions on agenda.
2. Discussed Auburn Trail Project, Delaware River Solar, Hathaway Corners, Auburn Meadows.
3. Discussed ZBA meeting postponed until tentatively April 27th.
4. Discussed staff procedures due to the COVID-19.
5. Discussed training being postponed.

Town Personnel Committee: None.

Town Finance Committee: Supervisor Ingalsbe reported:

Town Public Safety Committee: Councilman Holtz reported:

REPORTS OF TOWN OFFICIALS:

Supervisor Peter Ingalsbe reported:

1. Discussed budget concerns for 2020 and 2021.

Highway& Parks Superintendent Giroux reported:

1. Discussed truck maintenance.
2. Discussed State Roadside Mowing contract.

Town Clerk Michelle Finley reported:

1. NYSTCA Conference rescheduled.
2. Discussed 2020 Town and County Tax bills – still due March 31st.

Water & Sewer Superintendent Dave Degear reported: None.**Code Enforcement Officer Dan Delpriore reported:**

1. STWP Public Hearing cancelled and postponed until May 12th.
2. Planning Board meeting was cancelled, postponed until April 1st.

Director of Planning and Development Ron Brand reported:

1. Discussed notice of procedures for Planning Board meeting, Zoning Board of Appeals meeting will need to be different.

Assessor Michelle Nicodemus reported:

1. Preliminary drop date for tax roll is April 1st.
2. Continuing adding values to both residential and commercial properties. They will be mailing letters to exemption recipients as well as those whose assessments have changed.
3. Mailed letters to Farmington businesses in preparation of the 2021 reval.

Town Engineer Bill Davis reported:

1. Update on the Manhole Rehab project, Beaver Creek Park, Brickyard Road Site, PS2 project, and North Road Watermain project.

Fire Chief reported: None.**Planning Board Chairman Ed Hemminger reported:****Zoning Board of Appeals Jeremy Marshall reported: None.****Recreation Advisory Committee Bryan Meck 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:****Agricultural Advisory Committee Chairman Hal Adams: None.****COMMUNICATIONS:**

1. Letter to Raymond F. Wager, CPA, P.C from Jeffrey D. Graff of Riley & Graff, LLP. Re: Disclosure of Attorney Pursuant to Statement of Financial Accounting Standards No. 5.
2. Letter to the Ontario County Board of Supervisors from Megan Webster of Ontario County Soil & Water Conservation District. Re: Education of homeowners on the importance of environmentally friendly practices that improve water quality.
3. Feature Article: Wastewater System Safety is Critical, by Mike Novac, Senior Rural Development Specialist, Great Lakes Community Action Partnership.
4. Farm Bureau NY 2020 Legislative Priorities.
5. Ontario County 2017 Census of Agriculture Profile.
6. Letter to the Town of Victor and Town of Farmington Supervisors from Michael Carlotts and Jared Palmer of the Victor-Farmington Volunteer Ambulance. Re: Assistance during current health situation.
7. Letter to Raymond F. Wager from Edward Trevvett of Harris Beach. Re: Audit.
8. Letter to the Town Supervisor from Edward Hampston of the NYS DEC. Re: POTW Facility Design, Planning and Flow Management – Annual Certification Form. SPDES Permit #NY0023531.
9. Certificates of Liability from: Empire Fence Co., Inc.; North Eastern Pools, Inc.; Daniel Green Construction, LLC; Serenity Pool and Spa, LLC; E and V Energy Corporation.
10. Certificates of Workers Compensation Insurance from: Serenity Pool and Spa, LLC; E and V Energy Corporation.
11. Cancellation of Insurance from: Skanex Pipe Services, Inc.
12. Reinstatement of Insurance from: Skanex Pipe Services, Inc.

REPORTS & MINUTES:

1. Conservation Board Meeting Minutes – February 24, 2020.
2. Farmington Senior Citizens Meeting Minutes – February 17, 2020.
3. Farmington Senior Citizens Meeting Minutes – February 3, 2020.

4. Building Department – Inspection Schedule – February 2020.
5. Building Department – Inspection Report – February 2020.
6. Building Department – Permit Report by Type – February 2020.
7. Project Review Committee Minutes 0 March 6, 2020.

ORDER OF BUSINESS:

RESOLUTION #145-2020:

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

RESOLUTION AUTHORIZING ACCEPTANCE OF EASEMENTS FROM A & D REAL ESTATE DEVELOPMENT, LLC

WHEREAS, the Town of Farmington, by its officers or representatives, has engaged in discussions with A & D Real Estate Development, LLC f/k/a A & D DEVELOPMENT COMPANY ("Owner") regarding the Town's obtaining Sanitary Sewer, Storm Sewer and Drainage Easements over portions of its properties in the Auburn Meadows Subdivision (Section 7S and 8S), as shown on a final plat map for Section 7S – 8S, Lots 701 – 726 & 801 – 831, prepared by D.S.B. Engineers & Architects, P.C. dated November 2018 and last revised October 28, 2019 and to be filed in the Ontario County Clerk's Office; and

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

WHEREAS, said easements have 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 easements on behalf of said Town; and

WHEREAS, the Town Board of the Town of Farmington has examined said instruments and finds the consideration described in said easements to be fair and reasonable; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Farmington does hereby accept the Easements attached hereto as Exhibit 1 from Owner in accordance with the terms and conditions contained in said instruments 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 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" (Ingalsbe, Bowerman, and Holtz), the Resolution was **CARRIED**.

RESOLUTION #146-2020:

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

RESOLUTION AUTHORIZING THE REFUND OF LODGE RESERVATION FEES WITHOUT PENALTIES

WHEREAS, due to the recent COVID-19 situation, gatherings have been restricted and reservations have been canceled; and

WHEREAS, there is normally a 20% penalty for canceled reservations; now

THEREFORE BE IT RESOLVED, that the Town Board of the Town of Farmington authorizes that the lodge reservation fees be returned without penalty; 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, Bowerman, and Holtz), the Resolution was **CARRIED**.

RESOLUTION #147-2020:

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

RESOLUTION AUTHORIZING THE SALE OF SURPLUS EQUIPMENT FOR THE TOWN OF FARMINGTON WATER AND SEWER DEPARTMENT

WHEREAS, the Acting Water and Sewer Superintendent had prepared a Five Year Capital Equipment Replacement Program and newer equipment replacement items were budgeted in the 2020 Budget for replacement, and

WHEREAS the Acting Water & Sewer Supt. has recommended that the following pieces of equipment utilized by the Water and Sewer Department are currently obsolete and/or surplus:

1. 2013 Ford F 250 gas powered 4x4 extended cab, chassis pickup with 85,695 miles, VIN 1FT7X2B67DEA86830, purchased on 03/09/2013. (W-5)
2. 2001 John Deere 410G Backhoe VIN T0410GX901621, with 7,531 hrs. purchased on 7/20/01 (W21)
3. 2008 Ferris IS2000Z 61" cut Zero Turn Lawn Mower with 756 hrs.

WHEREAS, the Palmyra Municipal Equipment Auction is scheduled for May 09, 2020, at the Town of Palmyra Highway Department, Palmyra New York and

NOW, THEREFORE BE IT RESOLVED, that the Town Board of the Town of Farmington acting on behalf of the Water and Sewer Districts, hereby declares the listed equipment/iron as surplus and authorizes the Acting Water and Sewer Superintendent to have this equipment sold at auction or by internet bidding with proceeds being revenue split between both SS-2665 (Sale of Equipment) and SW1-2665 (Sale of Equipment), 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 and the Principal Account Clerk.

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

RESOLUTION #148-2020:

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

RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO SIGN PROFESSIONAL SERVICES AGREEMENT WITH INTEGRATED SYSTEMS FOR HOSTED SERVER FOR THE W&S DEPARTMENT

WHEREAS, the Town Supervisor has received quotes from Integrated Systems for a hosted server system for the W&S Department; and

WHEREAS, Quote #7350 is for the hosted server system at a cost not to exceed \$650.00 per month and Quote #7352 is for the professional services agreement for the hosted server migration at a cost not to exceed \$7,500.00 including the setup cost of approximately \$2,500.00; now

THEREFORE BE IT RESOLVED, that the Town Board of the Town of Farmington authorizes the Town Supervisor to sign the Professional Services Agreement at a total cost not to exceed \$7,500.00 plus the monthly fee; and

BE IT FURTHER RESOLVED, that a copy of this resolution will be supplied from the Town Clerk to the W&S Department and the Principal Account Clerk.

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

RESOLUTION #149-2020:

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

RESOLUTION CONTINUING THE PUBLIC HEARING AND BOARD DELIBERATIONS UPON THE TOWN BOARD'S ADOPTION OF THE PROPOSED "TOWN OF FARMINGTON STORM WATER MANAGEMENT PROGRAM PLAN," TO THE MAY 12, 2020 MEETING

WHEREAS, the Town of Farmington Town Board (hereinafter referred to as Town Board) has received and is considering the adoption of the document prepared by MRB Group, D.P.C., the Town's Engineering Firm, entitled "Town of Farmington Storm Water Master Plan;" and

WHEREAS, the Town Board has scheduled a public hearing that was to have been held prior to tonight's Town Board meeting; and

WHEREAS, the Town Board desires to continue the above referenced public hearing and its' public deliberations upon said document to a future date and time when there is no longer restrictions placed upon the public's assembly which are currently imposed by federal and state guidelines.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board does hereby agree to continue its' public deliberations upon the adoption of the above referenced Master Plan document.

BE IT FURTHER RESOLVED, that the Town Board does hereby agree to continue the public hearing upon this Plan document to the Tuesday, May 12, 2020 meeting commencing at 7:00 p.m. Eastern Daylight Savings time.

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

RESOLUTION #150-2020:

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

RESOLUTION AUTHORIZING THE TOWN SUPERVISOR TO SIGN RIGHT-OF-WAY MOWING CONTRACT FOR STATE RT 332

WHEREAS, the Highway Department mows State Route 332 in the right-of-way, and

WHEREAS, State Department of Transportation has delivered the contract for the Town of Farmington for approval, and

NOW THEREFORE BE IT RESOLVED, that the Town Board hereby authorizes the Town Supervisor to sign the contract for the 2020 Season, and be it further

RESOLVED, that the Town Clerk provide a copy of this Resolution to the Principal Account Clerk and the Highway/Parks Department with the original sent to Mr. Greg Trost, NYS DOT at 125 Parrish Street, Canandaigua, NY 14424.

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

RESOLUTION 151-2020:

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

RESOLUTION TO SET BID DATE FOR SANITARY MANHOLE REHABILITATION PROJECT

WHEREAS, W&S staff has inspected manholes to identify specific issues for the Sanitary Manhole Rehabilitation Project for Victor and Farmington, and

WHEREAS, bid documents may be viewed and ordered online through the Avalon Planroom on or after April 3rd, 2020, and

WHEREAS, the Town Board invites the submission of sealed bids for the Sanitary Manhole Rehabilitation Project to be received by 10 a.m. on April 22nd, 2020 at the office of the Farmington Town Clerk, 1000 County Road 8, Farmington, now therefore be it

RESOLVED, that the Town Clerk forward copies of this Resolution to the Water & Sewer Department, Bill Davis of MRB Group, David Herman of MRB Group and Principal Account Clerk and publish a legal notice in the Daily Messenger.

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

RESOLUTION #152-2020:

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

Abstract 6-2020

TOWN OF FARMINGTON ABSTRACT OF UNAUDITED VOUCHERS

TO: MARCY DANIELS

FROM: J. MARCIANO

ABSTRACT NUMBER	6
DATE OF BOARD MEETING	3/24/2020

FUND CODE	FUND NAME	TOTAL FOR EACH FUND	VOUCHER NUMBERS
A	GENERAL FUND	136,440.44	474,476-489,492,494-527,530-533,545,548
HG	MERTENSIA WATERLINE		
DA	HIGHWAY FUND	83,044.86	487,494,509,518,521,523,526,529,534-547
HA	AUBURN TRAIL PROJ	204.00	480
HB	BEAVER CREEK PARK	2,807.87	580-582
HM	FUEL STATION CAP PROJ		
HN	NORTH RD CAP PROJ	153,459.01	493
HP	TOWN PARK IMPROVEMENTS		
HS	PUMP STATION 2	139,226.68	484
HW	WATER TANK REPAIR	1,154.25	475
HZ	TOWNLIN CAP PROJ	0	
SD	STORM DRAINAGE	1,945.76	487,521
SF	FIRE PROTECTION DISTRICT	0.00	
SL1	LIGHTING DISTRICT	0	
SM	SIDEWALKS	0.00	
SS	SEWER DISTRICT	39,157.53	476,487,501,509,517,521-529,532,549-571
SW1	WATER DISTRICT	96,634.00	476,487,495,501-509,517,521-529,532,549, 551,553-555,559,562-566,569,570,572-579
TA93	LETTER OF CREDIT (CASH)		
TA200	PAYROLL DEDUCTIONS(TA85UNI,TA20,TA20D,TA86)	7,013.27	487,490,491,509,521,528,553,554
	TOTAL ABSTRACT	\$ 661,087.67	

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

TRAINING UNDER \$100:

1. Marcy Daniels to attend a webinar on COVID-19 training offered by Harris Beach on March 25th at no cost.

WAIVER OF THE RULE: No Objections

RESOLUTION #153-2020:

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

RESOLUTION THE TOWN SUPERVISOR TO SIGN PROPOSAL FOR PROFESSIONAL SERVICES WITH MRB GROUP FOR DESIGN, BIDDING AND CONSTRUCTION PHASE SERVICES FOR THE BRICKYARD ROAD WATER TANK AND TRANSMISSION MAIN

WHEREAS, MRB Group submitted a Proposal for Professional Services for the design, bidding and construction phase services for the Brickyard Road Water Tank and Transmission Main Project at a cost not to exceed \$764,200.00, now therefore be it

RESOLVED, that the Town Board of the Town of Farmington authorizes the Town Supervisor to sign the Proposal for Professional Services for the design, bidding and construction phase services for the Brickyard Road Water Tank and Transmission Main Project at a cost not to exceed \$764,200.00 from MRB Group; and be it further

RESOLVED, that the Town Clerk forward copies of this Resolution to the Water & Sewer Department, Bill Davis of MRB Group, and Principal Account Clerk.

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

DISCUSSION: None.

EXECUTIVE SESSION: None.

With no further business before the Board, **Councilman Bowerman** offered a motion to adjourn the meeting at 7:37 p.m., seconded by **Councilman Holtz**. Motion **CARRIED**.

Michelle A. Finley, MMC, RMC -Town Clerk: _____