

Chili Town Board Meeting  
July 15, 2020  
Agenda

A. Call to Order

B. Invocation

Pledge of Allegiance

C. Roll Call

Councilman **Mark L. DeCory** \_\_\_\_\_

Councilwoman **Mary C. Sperr** \_\_\_\_\_

Councilman **Michael S. Slattery** \_\_\_\_\_

Councilman **James V. Valerio** \_\_\_\_\_

Supervisor **David J. Dunning** \_\_\_\_\_

D. Officials/Advisors:

Town Clerk **Virginia Ignatowski**

Deputy Town Supervisor **Councilman Slattery**

Counsel for the Town **Richard Stowe**

Commissioner of Public Works/Superintendent

Of Highways **David P. Lindsay, P.E.**

Director of Finance **Daniel Knapp**

Insurance Counselor **Eric Vail – Not in Attendance**

Supervisor's Office **Dawn Forte – Not in Attendance**

Stenographer **Sandy Hewlett**

**FIRE SAFETY ANNOUNCEMENT: In the event of an emergency requiring the evacuation of the building, please use the indicated exits to my right, left and rear of the room to exit the building.**

**CELLULAR PHONES: Please turn off all cell phones or put them on silent mode.**

E. Presentations/announcements:

F. Public Hearings: **Anyone wishing to be heard at a public hearing, please step up to the podium.**

G. Public Forum

Those wishing to be heard may raise their hand once the public forum starts. The Supervisor will call upon those who desire to address the Town Board until all have been heard. For those who will be addressing the Town Board through our Live Streaming, may enter their comments on the live feed. Those comments will be read by the Supervisor once all who are physically present have been heard. During the Public Forum period, each person will be allowed to comment for up to 5 minutes. Comments should be addressed directly to the Supervisor. Be respectful and courteous keeping comments as concise as possible. Questions pertaining to Agenda items will be answered when the Resolution is moved and seconded. Questions on topics not pertaining to the Agenda will be addressed at the conclusion of the public forum time, if at all possible. Virginia L. Ignatowski, Town Clerk, or her designee will keep the time and notify you when you have 30 seconds remaining so that you can conclude your comments within the allotted time.

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H. *Matters of the Supervisor* –

New Matters:

Pending Matters:

*Matters of the Town Council* –

New Matters:

Pending Matters:

I. Approval of Minutes – 6/10/2020

Reports Submitted –

Advanced Payment of Claims – June 2020

Building Department Report – June 2020

Dog Control Report – June 2020

Drainage Committee Minutes – 2/4/2020

Historic Preservation Minutes – 2/10/2020

Library Board Minutes – 5/26/2020

Monthly Financial Statement – May 2020, June 2020

Recreation Revenue Report – May 2020

Town Clerk Report – June 2020

Zoning Board Minutes – 2/25/2020 (No Meetings: March 2020, April 2020)

J. Correspondence –

The Town of Chili has received notification from Michelle Child, Lodge Cleaner that she is resigning effective June 18, 2020.

K. Pending Business

L. Old Business

M. New Business

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**RESOLUTION #189 RE: Access Control System**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Director of MIS has determined that the Town access control systems are severely outdated and incompatible with the systems being installed at the new Community Center; and

**WHEREAS**, the current access control software has failed and requires immediate upgrade/replacement; and

**WHEREAS**, the Town would be best served by upgrading/replacing the existing access control systems to be compatible and intertwined with the Community Center access control systems; and

**NOW, THEREFORE, BE IT RESOLVED**, that Supervisor Dunning is hereby authorized to purchase access control hardware upgrades for the Town Hall and DPW facility and software to manage the combined Community Center, Town Hall, and DPW facility systems from Upstate Communications and Security, the Community Center access control systems vendor for a cost not to exceed \$10,400.00 to be paid from account A1680.2 (Information Technology - Equipment).

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**RESOLUTION #190 RE: Phone System Maintenance**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the existing phone system maintenance contract has expired and the Director of MIS recommends the Town continue a phone system maintenance contract; and

**NOW, THEREFORE, BE IT RESOLVED**, that Supervisor Dunning is hereby authorized to enter a phone system maintenance agreement with Upstate Communications and Security, a Rochester area Mitel phone system supporter, for one year at a monthly cost of \$120.00 to be paid from account A1650.4 (Central Communications - Phone System Maintenance).

Quotes (Rochester area Mitel support):  
Upstate Communications and Security: \$120.00  
RelComm: \$186.25

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**RESOLUTION #191 RE: IT Consultant**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the Town engaged the services of an IT consultant specializing in computer network security for the purposes of researching, analyzing, and evaluating and making recommendations to mitigating computer network risk and minimize vulnerabilities; and

**NOW, THEREFORE, BE IT RESOLVED**, that Supervisor Dunning is hereby authorized to pay FoxPointe Solutions a sum of \$9,000.00 to be paid from account A1680.4 (Information Technology - Contractual) for professional services.

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**RESOLUTION #192 RE: Cleaner – Union Station Park Lodge**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that per the recommendation of Michael Curley, Parks and Recreation Director, Rafael Gonzalez be hired as a part time employee to clean Union Station Lodge at a rate of \$45.00 per cleaning.

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**RESOLUTION #193 RE: Independent CPA Services**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, Freed Maxick submitted a three-year proposal to perform an independent audit of the Town of Chili's financial statements for the years ending December 31, 2020 through December 31, 2022; and

**NOW, THEREFORE, BE IT RESOLVED**, on the recommendation of the Director of Finance to accept Freed Maxick's proposal to provide independent CPA auditing services for the Town's 2020, 2021 and 2022 financial statements, which includes procedures to satisfy the requirements of the Uniform Justice Court Act §2019A, the LOSAP audit of service points, and certain Library filings, in an amount not to exceed \$16,680.00 per year.

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**RESOLUTION #194 RE: Chili Fire Department Active List**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the following individual(s) be added to the Chili Fire Department active list effective July 13, 2020:

Sophia M. Bunce

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**RESOLUTION #195 RE: Chili Fire Department Remove from Active List**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the following individual(s) be removed from the Chili Fire Department active list effective below:

Chris Casale (6/4/2020), Jake Mance (6/8/2020), Justine Cline (6/15/2020), Michael Sanders (7/6/2020),  
Westley Grant (7/6/2020)

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**RESOLUTION #196 RE: Chili Fire Department Exempt List**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, that the following individual(s) be added to the Chili Fire Department exempt list from the CFD active list effective below:

Jason Elliotto (6/16/2020), Paul Brescia (6/29/2020)

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**RESOLUTION #197 RE: Intermunicipal Agreement-Monroe County Energy Aggregation Group**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, to authorize Supervisor Dunning to sign the Intermunicipal Co-Operative Purchasing Agreement between the Town of Chili and Monroe County for the acquisition costs of electricity and natural gas for the five year period commencing September 1, 2020 and ending August 31, 2025 as reviewed by Counsel for the Town.

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**RESOLUTION #198 RE: C.H.I.P.S. Budget Amendment**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, the year 2020 budget for the C.H.I.P.S. account included \$140,000.00; and

**WHEREAS**, the Town of Chili was informed by the State of New York that the 2020 C.H.I.P.S. apportionment for Chili will be \$172,803.55.00; and

**WHEREAS**, the Town of Chili will be receiving additional funding under the PAVE NY Program for the rehabilitation and reconstruction of local highways in the amount of \$39,444.13; and additional funding under the Extreme Winter Recovery (EWR) Program in the amount of \$30,911.60; and

**WHEREAS**, the amounts authorized for these programs, however, may be subject to a reduction of up to 20 percent as a result of impacts from the Coronavirus disease (COVID-19); and

**NOW, THEREFORE, BE IT RESOLVED**, to amend accounts DA3501 (State Aid/CHIPS) and DA 5112.4 (CHIPS-contractual) to \$243,159.28.

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**RESOLUTION #199 RE: Letter of Credit Release #1 for Mayflower Estates**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, that per recommendation of the Commissioner of Public Works and Town Engineer that \$34,597.43 be released from the letter of credit #836545180 with the Northwest Bank for Mayflower Estates, leaving a balance of \$72,651.71; subject to engineering fees and street light bills to the Town.

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**RESOLUTION #200 RE: Learning Content Management System (LCMS)**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, due to various State and Federal regulations, the Town is required to provide its employees with training on a variety of topics; and

**NOW, THEREFORE, BE IT RESOLVED**, on the recommendation of the Director of Finance, that Supervisor Dunning is authorized to accept the proposal from CypherWorx, and sign any contracts as necessary, to provide the Town an online Learning Content Management System (LCMS) that will fulfill the Town's HR training needs, at an annual cost of \$3,000.00 to be paid from A1430.4 (Personnel-Training).

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**RESOLUTION #201 RE: June 17, 2020 Abstract**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, January 2, 2020 Resolution #1 authorized vouchers to be paid June 17, 2020, by all Council signing a waiver form; and

**WHEREAS**, Council did authorize by a majority vote vouchers 35123-35156, 35158-35166, 35168-35196, 35198-35200, 35203-35206, 35208, 35230, 35236, 35238-35302 totaling 190,744.20 to be paid from the Distribution Account as presented by Virginia Ignatowski, Town Clerk; and

**NOW, THEREFORE, BE IT RESOLVED**, to note for the record the above listed vouchers were paid from the following funds:

General Fund	\$ 89,242.94
Insurance Reserve	1,041.66
Highway Fund	14,841.84
H60 Community Center	85,107.18
Drainage District	177.13
Park Districts	333.45
Total Abstract	<u>\$ 190,744.20</u>

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**RESOLUTION #202 RE: July 1, 2020 Abstract**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**WHEREAS**, January 2, 2020 Resolution #1 authorized vouchers to be paid July 1, 2020, by all Council signing a waiver form; and

**WHEREAS**, Council did authorize by a majority vote vouchers 35197, 35201-35202, 35207, 35209-35218, 35220-35229, 35231-35235, 35237, 35303-35307, 35324-35326, 35329-35351, 35357-35366, 35368-35372, 35374-35383, 35387-35398, 35402-35403, 35405-35414 totaling 151,686.52 to be paid from the Distribution Account as presented by Virginia Ignatowski, Town Clerk; and

**NOW, THEREFORE, BE IT RESOLVED**, to note for the record the above listed vouchers were paid from the following funds:

General Fund	\$ 50,240.44
Assessment Reserve	2,000.00
Highway Fund	79,779.93
Library Fund	1,227.84
H60 Community Center	5,095.01
Drainage District	703.80
Street Lighting Districts	12,639.50
Total Abstract	<u>\$ 151,686.52</u>

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**RESOLUTION #203 RE: July 15, 2020 Abstract**

**OFFERED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

**BE IT RESOLVED**, to pay vouchers 35313, 35327-35328, 35401, 35415-35429, 35431-35436, 35440-35471, 35473-35513, 35520-35521 totaling \$1,904,016.20 to be paid from the Distribution Account as presented to the Town Board by Virginia Ignatowski, Town Clerk:

General Fund	\$	103,026.45
Highway Fund		12,120.90
Library Fund		255.36
H60 Community Center		1,784,110.16
H61 Archer Rd Park		1,867.32
Drainage District		2,360.65
Fire Protection Districts		275.36
Total Abstract	<u>\$</u>	<u>1,904,016.20</u>

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The next meeting of the Chili Town Board will be Wednesday, August 12, 2020 at 7:00 p.m. in the Town of Chili, Town Hall Main Meeting Room.