

Chili Town Board Meeting
November 18, 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 – 10/14/2020, 10/28/2020

Reports Submitted –

Advanced Payment of Claims – October 2020

Building Department Report – October 2020

Dog Control Report – October 2020

Drainage Committee Minutes – 9/1/2020

Historic Preservation Minutes – 9/21/2020

Library Board Minutes – 9/24/2020

Monthly Financial Statement – October 2020

Recreation Revenue Report – October 2020

Senior Center Revenue Report – October 2020

Town Clerk Report – October 2020

Traffic & Safety Committee Minutes – 10/1/2020

J. Correspondence –

K. Pending Business

L. Old Business

M. New Business

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RESOLUTION #246 RE: Penflex Inc. Agreement

OFFERED BY: _____ **SECONDED BY:** _____

BE IT RESOLVED, that Supervisor Dunning is authorized to enter into a Service Fee Agreement with Penflex, Inc. to perform standard administrative services for the Chili Fire Department Inc. Service Award Program for the term November 1, 2020 to October 31, 2021 as well as actuarial services in connection with the GASB 73 required financial statement disclosures.

RESOLUTION #247 RE: Adopting Assessment Rolls for 2021 for Lighting Districts, Drainage District, Fire District, Fire Protection Districts, Ambulance District, Park District, Sidewalk Districts and Sewer District

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, this Board on October 14, 2020 & October 28, 2020 commencing at 7:00 p.m., duly held public hearings on the preliminary budget approved by this Board and filed with the Town Clerk for the fiscal year commencing January 1, 2021, including the assessment rolls for the lighting districts, drainage district, fire district, fire protection districts, ambulance district, park district, sidewalk districts, and sewer district for 2021, and having heard all persons desiring to be heard in the matter and said assessment rolls for said fiscal year having been fully discussed and considered by the Town Board acting on behalf of all said Districts; and

BE IT RESOLVED, that the assessment rolls for 2021 for the various lighting districts, drainage district, fire district, fire protection districts, ambulance district, park district, sidewalk districts, and sewer district, as printed in the preliminary budget, are hereby adopted and established as the final assessment rolls for the fiscal year beginning January 1, 2021; and

BE IT FURTHER RESOLVED, that said assessment rolls be and the same hereby are filed in the Office of the Town Clerk.

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RESOLUTION #248 RE: Adoption of the Annual Town Budget for 2021

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, this Board on October 14, 2020 & October 28, 2020 commencing at 7:00 p.m., duly held public hearings on the preliminary budget approved by this Board and filed with the Town Clerk for the fiscal year commencing January 1, 2021, including the assessment rolls for the lighting districts, drainage district, fire district, fire protection districts, ambulance district, park district, sidewalk districts, and sewer district for 2021, and having heard all persons desiring to be heard in the matter of the budget for this Town for such fiscal year having been fully discussed and considered; and

BE IT RESOLVED, that said preliminary budget is approved and filed, including the budgets for the lighting districts, drainage district, fire protection districts, ambulance district, park district, sidewalk districts, and sewer district for 2021, and that such annual budget is so adopted as detailed in the minutes of the proceedings of this Town Board; and

BE IT FURTHER RESOLVED, that the salaries of the elected officials included in the 2021 budget and as set forth in the published notice are adopted as published; and

BE IT FURTHER RESOLVED, that the Town Clerk shall prepare and certify as provided by law, triplicate copies of the said annual budget hereby adopted and deliver one such copy to the Supervisor of the Town and two copies to the County of Monroe as required by law.

RESOLUTION #249 RE: Authorizing Surety, Form, and Amount of Official Undertaking for the Faithful Performance of the Duties of the Town Clerk and Receiver of Taxes and Assessments

OFFERED BY: _____ **SECONDED BY:** _____

BE IT RESOLVED, as follows:

Section 1. The Town Board hereby approves the surety, form, and amount of the official undertaking for the faithful performance of the duties of the Town Clerk and Receiver of Taxes and Assessments as follows:

Type of Undertaking: Government - Form P-Faithful Performance
Insurance company: Utica National Insurance Group
Amount: \$500,000

Section 2. A true copy of this resolution shall be affixed to the undertaking to indicate this Board's approval thereon in accordance with Town Law Section 25.

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RESOLUTION #250 RE: Community Center Information Technology Equipment

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, the Town of Chili is building a new Community Center and the Town wishes to outfit the building with multiple information technology systems; and

WHEREAS, the Director of MIS has determined equipment specifications and requirements to meet the needs of the facility in the areas of Audio/Video, presentation systems, digital signage and displays, and networking infrastructure; and

WHEREAS, the Director of MIS has secured quotes for these systems that meet the specification requirements from the following vendors:

GovConnection:	\$36,432.63*
CDW-G:	\$49,883.73*
B&H Photo and Video:	\$42,958.27*
Upstate Communications & Security:	\$41,533.91*

NOW, THEREFORE, BE IT RESOLVED, that the Director of MIS is hereby authorized to purchase A/V, presentation systems, and networking equipment from GovConnection for a cost not to exceed \$36,432.63, to be paid from Account H7180.2000.0060 (Community Center Project); and

BE IF FURTHER RESOLVED, that the Town utilizes Purchasing Cards in an effort to save money by leveraging sale prices when they are available. The Director of MIS is hereby authorized to purchase items scheduled for purchase under this resolution, or items of greater value, from any vendor using a Town Purchasing Card if able to secure those items at a price less than those quoted here.

*NOTE: To normalize the cost comparison, in cases where a vendor doesn't carry a given item, the items was substituted with an equivalent item carried by the vendor. In cases where an equivalent product is unavailable, the cost of the item from the lowest bidder was used for comparison.

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RESOLUTION #251 RE: Community Center People Counter Equipment

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, the Town of Chili is building a new Community Center and the Town wishes to outfit the building people counter equipment capable of tracking facility utilization based presence and time of day; and

WHEREAS, the Director of MIS has determined equipment specifications and requirements to meet the needs of the facility; and

WHEREAS, the Director of MIS has secured quotes for people counter equipment the following vendors:

GovConnection:	\$2,285.84*
CDW-G:	\$2,437.80*
B&H Photo and Video:	\$2,147.96*
Upstate Communications & Security:	\$1,640.00*

NOW, THEREFORE, BE IT RESOLVED, that the Director of MIS is hereby authorized to purchase (4) people-counter cameras with licensing from Upstate Communications and Security for a cost not to exceed \$1,640.00, to be paid from Account H7180.2000.0060 (Community Center Project); and

BE IF FURTHER RESOLVED, that the Town utilizes Purchasing Cards in an effort to save money by leveraging sale prices when they are available. The Director of MIS is hereby authorized to purchase items scheduled for purchase under this resolution, or items of greater value, from any vendor using a Town Purchasing Card if able to secure those items at a price less than those quoted here.

*NOTE: To normalize the cost comparison, in cases where a vendor doesn't carry a given item, the items was substituted with an equivalent item carried by the vendor. In cases where an equivalent product is unavailable, the cost of the item from the lowest bidder was used for comparison.

RESOLUTION #252 RE: Donation from Santillo Enterprise

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, the Town and Chili Recreation have received a \$1,000.00 donation from Santillo Enterprise, which is to be used to fund equipment and other recreation needs for the new Community Center; and

NOW, THEREFORE, BE IT RESOLVED, to accept the donation; and

BE IT FURTHER RESOLVED, to amend the 2020 revenue budget A2089 (Other Culture & Recreation) by an increase of \$1,000.00; and amend the 2020 expense budget A7110.2 (Recreation Administration - Equipment) by an increase of \$1,000.00.

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RESOLUTION #253 RE: In Memory of Kathleen Powers

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, we the Town Board of the Town of Chili find it befitting to extend our deepest sympathy to the Powers family during the passing of Kathleen Powers, who on October 8, 2020 passed away; and

WHEREAS, Kathleen Powers served from 1/1/1972 – 12/31/1977 as Deputy Receiver of Taxes & Assessments; 1/1/1972 – 12/31/1973 as Secretary of the Planning & Zoning Boards; 1/1/1973 – 12/31/1973 as Recorder of Minutes for the Town Board; 1/1/1974 – 12/31/1977 as Certified Stenographer; and from 1/1/1978 – 12/31/1985 as Secretary to the Supervisor & Budget Officer; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Chili hereby sets aside this special page of their minutes from this Town Board Meeting in her honor and takes a moment of silence in Kathleen Powers memory. The Town Clerk is hereby directed to send a copy of this resolution to the Powers family.

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RESOLUTION #254 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 November 9, 2020:

Jacob Soles & Alexei Chatterton

RESOLUTION #255 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 November 9, 2020

Katherine Brennan, Jesus Castro, Tyrone Mills, Thomas Peterson, Brennan Verges

RESOLUTION #256 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 November 9, 2020:

Ted Kolb

RESOLUTION #257 RE: Establish Letter of Credit for Chili Fire Department

OFFERED BY: _____ **SECONDED BY:** _____

BE IT RESOLVED, that per the recommendation of the Commissioner of Public Works/Superintendent of Highways and Town Engineer that a letter of credit be established for Chili Fire Department in the amount of \$132,991.68

Items within the letter of credit include, but are not limited to erosion and sediment control features, storm sewers and post construction storm water management facilities.

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RESOLUTION #258 RE: Extension of New York State Snow and Ice Contract

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, the Town Board of the Town of Chili on September 12, 2018 approved the Snow & Ice Contract No. D014768 between the State of New York and the Town of Chili for snow and ice control which will expire on June 30, 2021 unless further extended. The contract for the 2020/2021 snow and ice season will be \$288,301.47.

RESOLUTION #259 RE: Purchase of Truck with Dump, Plow and Salter for Parks

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, included in the approved 2020 budget is the purchase of one (1) new pickup truck with dump, plow and salter.

NOW, THEREFORE, BE IT RESOLVED, to authorize the purchase of a Chevrolet Silverado 3500 with dump, plow and sander from Jim Barnard Chevrolet off the NYS Contract (No. PC68975SB) at a cost not to exceed \$65,000.00; to be paid from Account A7710.2000.0026 (Parks, Equipment, General Fleet Reserves

RESOLUTION #260 RE: Letter of Credit Release #2 for Union Square, Phase 2

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, that per recommendation of the Commissioner of Public Works and Town Engineer that \$109,295.60 be released from the letter of credit #1106903802 with Canandaigua Bank for Union Square, Phase 2, leaving a balance of \$0.00; subject to engineering fees and street light bills to the Town.

RESOLUTION #261 RE: 2020 Budget Amendments

OFFERED BY: _____ **SECONDED BY:** _____

BE IT RESOLVED, to transfer \$500.00 from A1990.4 (Contingency) to A9089.8 (EAP Contract Services); and

BE IT FURTHER RESOLVED, to transfer \$150.00 from A1990.4 (Contingency) to A1330.1 (Tax Collector – Personnel); and

BE IT FURTHER RESOLVED, to transfer \$150.00 from A1990.4 (Contingency) to A1430.1 (Personnel – Personnel); and

BE IT FURTHER RESOLVED, to transfer \$750.00 from A1990.4 (Contingency) to A5010.1 (Supt of Highway – Personnel).

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RESOLUTION #262 RE: October 21, 2020 Abstract

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, January 2, 2020 Resolution #1 authorized vouchers to be paid October 21, 2020, by all Council signing a waiver form; and

WHEREAS, Council did authorize by a majority vote vouchers 36086-36087, 36192, 36199-36210, 36212-36221, 36223-36245, 36251, 36256, 36262-36304, 36306-36310 totaling 107,265.73 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	\$	53,334.33
Highway Fund		25,446.56
Library Fund		75.20
H60 Community Center		28,063.00
Drainage District		75.00
Fire Protection Districts		271.64
Total Abstract	\$	<u>107,265.73</u>

RESOLUTION #263 RE: November 4, 2020 Abstract

OFFERED BY: _____ **SECONDED BY:** _____

WHEREAS, January 2, 2020 Resolution #1 authorized vouchers to be paid November 4, 2020, by all Council signing a waiver form; and

WHEREAS, Council did authorize by a majority vote vouchers 36305,36311-36318, 36440-36446, 36449, 36451, 36453, 36455-36470, 36478-36479, 36487-36501, 36503-36514, 36516-36518 totaling 1,413,602.76 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	\$	54,144.27
Highway Fund		35,825.96
Library Fund		1,924.83
H60 Community Center		1,235,011.46
H61 Archer Rd Park		73,350.00
Drainage District		365.04
Street Lighting Districts		12,981.20
Total Abstract	\$	<u>1,413,602.76</u>

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RESOLUTION #264 RE: November 18, 2020 Abstract

OFFERED BY: _____ **SECONDED BY:** _____

BE IT RESOLVED, to pay vouchers 36447-36448, 36502, 36515, 36519-36523, 36531-36537, 35551, 36553-36570, 36581-36593, 36595, 36601-36612, 36616-36618, 36620, 36622-36628, 36630-36656, 36662 totaling \$144,098.85 to be paid from the Distribution Account as presented to the Town Board by Virginia Ignatowski, Town Clerk:

General Fund	\$	58,958.90
Highway Fund		37,255.14
H60 Community Center		47,588.00
Drainage District		150.00
Fire Protection Districts		146.81
Total Abstract	<u>\$</u>	<u>144,098.85</u>

The next meeting of the Chili Town Board will be Wednesday, December 16, 2020 at 7:00 p.m. in the Town of Chili, Town Hall Main Meeting Room.