

Town of Richmond

Tuesday March 8, 2022

Town Board Meeting

8690 Main Street, Honeoye, NY 14471

Supervisor Daryl Marshall

Councilwoman Linda Grace

Councilman Stephen Barnhoorn

Councilman David Baker

Councilman Devan Cornish

7 Residents and guest in person

0 Virtual Residents

7:00pm Supervisor Marshall opened the Regular Town Board Meeting.

Privilege of the Floor:

Supervisor Marshall spoke of a letter he received from a Main Street resident that is concerned regarding her bushes being disturbed when the new sidewalks get put in unless they are similar size when replaces. They are a good sound and visual barrier.

No one else spoke

Budget Transfers

Councilman Barnhoorn motioned to adopt transfers for General Funds in the amount of \$47,356.00

Councilwoman Grace 2nd

Roll call was performed by Tracy Lortscher, Town Clerk

Councilwoman Grace Aye

Councilman Barnhoorn Aye

Councilman Baker Aye

Councilman Cornish Aye

Supervisor Marshall Aye

Councilman Barnhoorn motioned to adopt transfers for Highway Funds in the amount of \$38,225.00

Councilman Cornish 2nd

Roll call was performed by Tracy Lortscher, Town Clerk

Councilwoman Grace Aye

Councilman Barnhoorn Aye

Councilman Baker Aye

Councilman Cornish Aye

Supervisor Marshall Aye

Councilman Barnhoorn motions to adopt transfer of Serial Bonds

Councilwoman Grace 2nd

Roll call was performed by Tracy Lortscher, Town Clerk

Councilwoman Grace Aye

Councilman Barnhoorn Aye

Councilman Baker Aye

Councilman Cornish Aye

Supervisor Marshall Aye

Audit of the Town Bills for 2/9/22-3/8/22 in the amount of \$236,244.34

Councilman Barnhoorn motioned to pay the bills

Councilman Baker 2nd

Roll call was performed by Tracy Lortscher, Town Clerk

Councilwoman Grace Aye

Councilman Barnhoorn Aye

Councilman Baker Aye

Councilman Cornish Aye

Supervisor Marshall Aye

Supervisor Marshall would like to put some money into the reserve's accounts

\$10,000.00 into Lake Quality Reserve Account

\$20,000.00 into Sidewalk's reserve

\$5,000.00 into the Park Equipment Reserve Account

\$25,000.00 into Flood Reserves Account

Supervisor Marshall said the below were the amounts meant to go into the accounts

A9962.901 for \$7000.00 to the Grounds Equipment Reserve Account

A9962.902 for \$25,000.00 to the Highway Equipment Reserve Account

A9962.901 for \$25,000.00 for the Salt Building Reserve Account

Councilman Barnhoorn motion to add the funds to the reserve accounts Supervisor Marshall went thru for General and Highway funds

Councilwoman Grace 2nd

Roll call was performed by Tracy Lortscher, Town Clerk

Councilwoman Grace Aye

Councilman Barnhoorn Aye

Councilman Baker Aye

Councilman Cornish Aye

Supervisor Marshall Aye

Councilman Barnhoorn motioned to encumber \$204,100.00 for 6-wheel dump truck anticipated to be delivered by May 2022, budged for in 2021.

Councilman Cornish 2nd

Roll call was performed by Tracy Lortscher, Town Clerk

Councilwoman Grace Aye

Councilman Barnhoorn Aye

Councilman Baker Aye

Councilman Cornish Aye

Supervisor Marshall Aye

Minutes and monthly report of the supervisor

Councilman Barnhoorn motioned to approve the February 8, 2022, Meeting minutes

Councilman Baker 2nd

All in Favor

Councilman Barnhoorn motioned to accept the Monthly Report of the Supervisor of February 2022

Councilman Baker 2nd

All in Favor

Planning Board

David Richardson

February 24th Meeting:

The Birdhouse subdivision was approved at the last meeting and a public hearing will be on March 24, 2022.

The Schultz property subdivision was approved at the last meeting.

Both were without questions or comments

The next Planning Board Meeting will be March 24, 2022.

Zoning Board

Councilwoman Linda Grace

There was no February meeting. At the next meeting they are revisiting the deck situation at 5270 Cottage and having another public hearing and look at again.

Councilwoman Grace sent all the Zoning Board a link for training opportunities. They are all required to have 4 hours of training.

Lake Quality

Honeoye Lake Watershed Task Force

Terry Gronwall

Honeoye Lake Watershed Task Force March 2022 Update

1. The Honeoye Lake

- a. Less than 10 inches of ice with water on top now. Expect ice out in a few weeks....

2. Waldon Program Students at Cummings Nature Center

- a. We plan to meet with the Waldon program students to share with them what projects the HLWTF has completed to improve the water quality of Honeoye Lake in early April.
- b. Ontario County Soil & Water plans to take the Waldon Students on a field trip to see our inlet restoration project in early April too.

3. Our New York State WQIP Grant Funded Projects

- a. Ontario County/HLWTF NYS DEC WQIP Aeration Engineering Planning Grant
 - i. Princeton Hydro (PH) aeration project update.
 - 1. Expect to get final PH draft document in a week or two.
 - 2. Once PH, DEC, and our local committee reach closure on the aeration system design we plan to hold a virtual public information meeting.

4. FLCC Speaking of Nature Virtual Presentation at 6:00 PM on March 30th

Code Review Committee

Councilman Steve Barnhoorn

The Code Review Committee will meet on Wednesday, March 23, to go over the latest draft updates to the Battery Energy Storage Local Law. I have already spoken with some committee members as well as to the Planning Board that the draft, with any last-minute suggestions, be forwarded to the County Planning Board for a technical review, in April. The goal would be for the County to identify any potential pitfalls and recommend appropriate revisions.

Last week, I emailed all of you, as well as Dave Richardson, Planning Board Chair, a very rough draft of the updates to the section pertaining to the resubdivision matter that the Planning Board discussed at their January meeting.

Yesterday, I had a phone conversation with Sheila, and she is going to review and make the required revisions as appropriate. Sheila assured me she will have something ready by our April Town Board meeting. At next month's meeting, the next step would be for the Town Board to refer the Local Law draft to the Town and County Planning Boards for review comments.

Parks & Recreation

Councilman Devan Cornish

Summary of March 7, 2022, Parks Committee Meeting

The following items were discussed:

- Solon opened the meeting mentioning no major changes regarding COVID other than guidelines were generally loosening
- Daryl brought up that the town will receive approximately \$300,000 from the American Rescue Plan; the RTB is considering using some of these funds to improve / replace the bridges over the Honeoye Outlet Creek; the initial thoughts are to skip the study phase and go directly to design; Daryl and Jon Hinman (MRB engineer) may be meeting with Marty Dodge who originally coordinated the bridge construction on March 10 to obtain Marty's input on the original construction; Marty will be bringing some documents from the original construction; Daryl also noted that an RIT Capstone team will be doing a bridge and boardwalk study for their spring semester project
- Regarding Recreation Holly had a 'virtual' dog sled event at the RTH on March 5 and will be doing an Irish dance program on March 12; Daryl mentioned that Holly had applied for a Rotary grant to implement additional senior citizen programs
- Representatives of the community garden group will meet with the Honeoye Falls Community Garden Coordinator on March 11 to seek information that will help start the Honeoye Garden in the right direction
- The Honeoye Valley Association donation was originally intended to install a pollinator garden at the kiosk at the south end of Sunset Trail; then the funding was redirected to the boardwalk extension; since the earliest we can resubmit for the boardwalk grant is late 2022 we may redirect funds to the pollinator garden; HVA will be doing the annual Adopt A Highway cleanup on April 30; it appears there may be a breakfast at the UCC before starting the cleanup
- Just before the meeting Solon received a draft of the directional signs to be mounted on the already installed 6" x 6" posts; he will circulate for comments as he would like to get them ordered and installed in the near future; sign height was discussed as well as purchasing caps for the 6" x 6" posts; there will be two large 911 signs to be installed at the main beach pavilion and likely the basketball courts; Scott and Craig mentioned the bicycle course has not been used in months; Solon indicated there will be some extra sign material and asked for suggestions for other signs that could be useful within the park
- The Rotary educational signs are in storage until better weather; we have about \$70 remaining from the grant for concrete for installing the signposts
- Alaina from the OCSWCD is working directly with Bruce Gilman on the sign design for the Glacial History sign for SBP
- The ash borer funds have been approved by the RTB and the application is scheduled for June with Bartlett Tree Service
- Solon brought up the memorial donation topic; he showed the benches and tables that the committee approved; they are on State Contract so that will simplify purchase; he will research what material was used to construct them; Scott emphasized it will be important to secure them

to the ground or they will quickly disappear; Solon will email to Daryl and Devin for consideration by the RTB

- Scott reviewed some of the vandalism at the park including holes being burned in the Nature Trail observation platform, tables and benches thrown in the lagoon, boards being removed from the boardwalk, and even had four kids try to steal a town basketball while he was watching them
- The NYSDEC Forestry Plan was discussed, and it seems the town is on schedule with the recommendations
- The SBP Management Plan was discussed; Ed has updated the Word document and will circulate for additional comments; Solon has a power point of the Plan and will circulate it
- Daryl gave a detailed report on the progress regarding the gravel under the bridge as well as upstream in Mill Creek; extensive collaboration is now occurring among the NYSDOT, NRCS, USF&W, and USACOE and Daryl feels progress is being made; there will be a meeting on March 10 of all the parties to gain consensus on moving forward; an outside contractor (Rambo) will attend the meeting and is doing the stream study for the Great Lakes funded project; all parties have now agreed there is a serious problem; Daryl feels that now with state and federal support that progress will be made with the DEC
- Len has met with Lee Herman about a memorial for Karyn; many suggestions were discussed including a gazebo, shade trees in the area near the beach, improving the observation platform off the boardwalk, and others; Len indicated he is waiting on Lee's input and may invite Lee to a future meeting to be part of the discussion
- We will need to do maintenance on the tree tubes throughout the park; Ed shared the map marked out in four sections so the work could be organized and split among four groups; We are tentatively looking at May 7 and 14 for this work; Len mentioned Forest Church might do a section; Daryl reminded that waivers should be signed by participants
- Ed mentioned that the winter season cameras are scheduled for pickup on March 11
- Ed will talk to the OCSWCD about obtaining any overstock from their April tree sale

Next meeting will be April 11, 2022, at 6:30pm to be held at Richmond Town Hall.

Comprehensive Plan

Councilman David Baker

March 14 meeting for the advisory committee. Hopefully looking to wrap up project in a year if not by January 2023.

Honeoye Community Events

Councilwoman Linda Grace

Upcoming Event

Rally Round the Valley 04/22-23/22

1. Met with Karen Emmerling, Bob Stewart, and Scott.
2. Parking is shaping up with availability at the Masonic Lodge, the Legion, and the Town Hall.
3. The course avoids the softball fields this year.
4. Scott will cone off areas to prevent unauthorized parking, and try to fix a wet part of the course

Christmas in Honeoye

1. Shanna Butler and Bonnie Sykes are holding a meeting on March 16 at 6:00 pm to discuss plans for Christmas 2022. Details to come.

Future Events

1. July 3 Fireworks – Need to contact Richmond Fire Department for details.
2. Halloween – Holly has some thoughts on the Rec Department's participation

Groundwork

1. In February, Joe Cassara held a meeting of local business owners interested in contributing to the growth of the community. One goal is a business/ organization directory. He would also like to see a representative from the Town participating. The next meeting is March 21. Councilwoman Grace is willing to represent the Town Board.

IT Committee

Councilman David Baker

The installation of the new phone system is nearly complete – should be done on March 14 when the final components kick in.

Empire phone bills are done as of March 14th for the phone lines. They will still service our alarm lines and maybe the fax lines.

WIFI at Sandy Bottom is moving forward.

Layer 3 working on migrating everyone's files to the server – hopefully done by early next week.

Need a record retention plan.

Recreation Department

Holly Stoddard

RICHMOND RECREATION
TOWN BOARD REPORT

FOR RICHMOND REC.DEPT.
FOR
TUES. MARCH 8TH, 2022

REC.ACTIVITIES FOR: MARCH 2022/APRIL2022:

-MECHELE SHUMWAY HAS AEROBICS GOING

-MONTHLY SENIOR EVENTS ST. PATTY'S DAY CRAFTS MARCH 16TH & APRIL 13

-MEETING WITH ROTARY ON FEB.21ST, GRANT WILL BE SUBMITTED IN MARCH ACCORDING TO THE ROTARY LADIES WORKING ON IT. WE SHALL KNOW BY MAY OR JUNE. I'M ATTACHING A TENTATIVE SCHEDULE OF SENIOR EVENTS IF WE RECEIVE THE ENTIRE AMOUNT OF THE GRANT OF 4000.00. THIS GRANT WOULD LET US OFFER 4 MORE LUNCHEONS W/ACTIVITIES AND A FEW MORE ACTIVITY DAYS. IF WE DO NOT RECEIVE THE ENTIRE AMOUNT THE SCHEDULE WILL BE TWEAKED TO FIT THE BUDGET OF THE GRANT.

-OFFERING A COMBO JAZZ & BALLET CLASS IN JAN. FOR 1ST-5TH GRADES-MARCH 2022

-PRE-DANCE CLASS FOR PRE-K/K IN JAN.2022-MARCH

-BOY'S GLOW LEAGUE FOR 5TH/6TH AND 3RD/4TH GRADE TEAMS WILL START PRACTICES AND GAMES IN DEC.-MARCH 2022

-GIRLS GLOW LEAGUE FOR 5TH & 6TH DEC.-MARCH

-WE HAVE 10 TEAMS FOR WOMENS VOLLEYBALL STARTING IN JAN.-MAY 2022-STARTED ON JAN.3RD

-SOFTBALL IS PLANNED FOR THE SPRING/SUMMER OF 2022

-MARCH 12TH FREE IRISH DANCE CLASS FOR AGES 5 –ADULT

-WORKING ON NYS DOH PAPERWORK FOR BEACH PERMIT & NYS DOH PAPERWORK FOR SUMMER REC PERMIT

WE ALREADY HAVE THE FLOATING OBJECT PERMITS. I COMPLETED THEM BACK IN DEC.2021 FOR SUMMER 2022 FROM NYS

AS FOR REC. ASSTS. HAVE A FULL STAFF FOR SUMMER 2022,

AS FOR LIFEGUARDS OUT OF THE 8 FROM LAST YEAR 5 HAVE RESPONDED, 4 FOR SURE, 1 TENTATIVE DEPENDS ON INTERNSHIP WITH COLLEGE. I HAVE A REC. ASST. THAT WANTS TO TAKE THE LIFEGUARDING CLASS. I'VE BEEN IN TOUCH WITH THE NAPLES GYM TEACHER REGARDING THE SPRING CLASS SHE OFFERS WILL BE COMING UP. SHE WILL LET ME KNOW EXACT DATE; ETC.AND WILL SEND KIDS OUR WAY FOR WORK, WHICH I TRULY APPRECIATE.

Highway Department

Tom Fleig

Took 4-5 hours to take care of the ice jam.

Open bids were due by March 7th at 10:00 for car 1 – we had no bids.

Truck 5 is in Syracuse as of Friday. Going to prep and then go to Harrisville to get the plow attachments on. Hopefully it will be here by June.

Snow and ice County contracts - working on state DOT. State contracts need to be signed by Supervisor Marshall and notarized by Councilwoman Grace.

Councilman Barnhoorn motioned to authorize Supervisor Marshall to enter into the snow and ice agreement with the State of New York DOT.

Councilwoman Grace 2nd

Roll call was performed by Tracy Lortscher, Town Clerk

Councilwoman Grace Aye

Councilman Barnhoorn Aye

Councilman Baker Aye

Councilman Cornish Aye

Supervisor Marshall Aye

Building and Grounds

Scott Harris

Tom and Scott are going to look at Sunset Trail and see if anything can be done due to all the mud from the flooding for general maintenance. You can't even walk thru it.

Scott will close and lock back up Sunset Trail.

Flowers have been ordered this week for the town – both hanging and potted.

After 3 years Softball is coming back this year to Sandy Bottom, men's and ladies. So, soccer goals cannot go up. Move porta potty back by the basketball hoops.

The tractor is fixed and back – cheaper than expected

Water was coming out of the old well, drains were full, and ground saturated after the flooding.

Driveway by the watershed is bad and needs attention.

Town Hall driveway is needing repairs due to the truck traffic.

Code Enforcement

Spencer Shumway

Richmond Code Enforcement Office

Monthly Report to the Town Board

February 2022

OUTSTANDING PERMITS: At the end of this month, there were sixteen outstanding permits thirty months old or older. There are eight permits that are over the three-year limit. Six of these permit holders have extended for another year. I ask that this permitting process be reviewed. Town Code states that permits are only good for three years, but the fee schedule states otherwise. Would anyone care to comment on this?

FIRE AND SAFETY INSPECTIONS: Again, the month there were no new F&IS inspections conducted this month. As you all should know, Tim, the Deputy Code Official, is no longer working out of this office. I strongly urge the board to move on advertising for this position to be filled sooner, rather than later. My belief is the at the twenty extra hours assigned to the Deputy, was and is crucial to performing these inspections. The extra workload will only accumulate with time.

FEES COLLECTED: There were six building permits issued this month. A total of \$489.40 in fees was collected by the Building and Zoning Department for these permits. Project estimates for these permits came to \$89,000. An additional \$507.60 was collected for permit renewals or additions to existing permits. This brings the total fees collected to \$997.00.

CERTIFICATES OF OCCUPANCY OR COMPLIANCE: Eleven permits were completed and issued certificates this month.

VIOLATIONS OR COMPLAINTS: There was four violations issued this month and I have yet to hear back from one of them.

REQUEST FOR INTERPRETATIONS: There was one new request for an interpretation this month. That one was for a Site Plan Review.

OTHER INFORMATION: Abundant Solar seems to have slowed down a bit with the weather turning colder these days.

Town Clerk's Office

Tracy Lortscher

Total disbursements in February 2022 were \$1257.40

Assessor

Lisa Bennett

Assessor's Office Report

February 2022

- Returned phone messages and emails on various topics.

Exemption renewals continued to be processed

- Exemption reminders were mailed & calls were made for exemptions by 3/1
- Processed transfers, forward copies to CEO & Town Clerk
- Transmitted sales to the State
- Processed subdivisions, lot line adjustments and annexations.
- Processed building permits and did valuation
- Received Special Franchise and Tel Com values
- Received Tentative State Forest land values
- Continued with 2022 Reassessment project. Notices will be out by the end of March.

Board of Assessment Review

Town of Richmond Town Board Resolution 3 2022 25

LEONARD WILDMAN APPOINTMENT AS A MEMBER OF THE TOWN OF RICHMOND BOARD OF ASSESSMENT REVIEW

RESOLVED, that the Town Board of the Town of Richmond hereby appoints Leonard Wildman as a member of the Town of Richmond Board of Assessment Review, for the term commencing October 1, 2021, and ending on September 30, 2026; and

BE FINALLY RESOLVED, to preclude vacating this appointment, Mr. Wildman is hereby required to take the Oath of Office as soon as possible with the Town Clerk.

Councilman Barnhoorn resolves The Richmond Town Board here by appoints Leonard Wildman to the Town Board of Assessment Review for the term commencing on Oct 1st 2021 thru Sept 30 2026. Be it finally resolved that Leonard Wildman is here by requested to take the oath of office as soon as practical.

Councilwoman Grace 2nd

Roll call was performed by Tracy Lortscher, Town Clerk

Councilwoman Grace Aye

Councilman Barnhoorn Aye

Councilman Baker	Aye
Councilman Cornish	Aye
Supervisor Marshall	Aye

Supervisor

Daryl Marshall

Ontario County/Honeoye Lake Sewer plant expansion – moving along - reaching out to Pike Construction with concerns

DOT Sediment under the bridge – we have submitted a plan to the DEC and waiting for feedback. Communication with Tim Walsh, he is looking at it and will keep Daryl in the loop on where they stand with their comments. Hopefully gets something moving with them for at least a partial clean out for the sediment.

Mill Creek – trying to move forward with the Army Corp. They have jurisdiction over mill creek. They seem to be on board with us. We want to continue with bank stabilization, direct flow to the center and couple of clean out spots for sediment to go and we can clean out as needed.

Watershed Study – meeting with Rambo 3/10/22 (company in charge of watershed study) having a site visit– trying to get different players to join us. Get them to look at the obstacles we are up against.

Sidewalk Project MRB –NYS DOT sidewalk comments have been addressed. The DOT is requiring changes to the pedestrian signals and push buttons at the crosswalk. These changes are required for ADA compliance and must be designed by and Electrical Engineer. MRB Group will provide updated cost to complete the work following direction of The Town Board.

American Rescue Plan Act – need to file paperwork in April.

HCS Monthly Meeting – LED light conversion is complete.

Video and Audio Upgrades to Meeting Room – Fuse keeps blowing in Audio System, so new equipment has been ordered for us. Supervisor Marshall would like approval to treat this as a prepay for when the system is up and working.

Councilman Barnhoorn motions to prepay the 1st invoice for \$3055.20 for the purchase and installation of meeting room audio system enhancements and as well as \$2180.50 for purchase and installation of meeting room video system enhancements with Functional Calm Corp (Mood Media) 100 Victor Heights Victor NY.

These will be paid when Supervisor Marshall says the system is up and running to his satisfaction.

Councilman Cornish 2nd

Roll call was performed by Tracy Lortscher, Town Clerk

Councilwoman Grace Aye

Councilman Barnhoorn Aye

Councilman Baker Aye

Councilman Cornish Aye

Supervisor Marshall Aye

Councilman Baker motions to prepay RingCentral invoice up to \$6005.36 when we are up and operational.

Councilman Barnhoorn 2nd

Roll call was performed by Tracy Lortscher, Town Clerk

Councilwoman Grace Aye

Councilman Barnhoorn Aye

Councilman Baker Aye

Councilman Cornish Aye

Supervisor Marshall Aye

Community Solar Program is moving forward. Fine Tuning of contract is being done.

9:32pm - Councilman Barnhoorn motions to go into Executive Session for the purpose of contract negotiations

Councilman Cornish 2nd.

10:26pm – come out of Executive session

Councilman Barnhoorn motions to come out of Executive Session

Councilman Baker 2nd

10:30pm – Councilwoman Grace motions to adjourn meeting

Councilman Barnhoorn 2nd

All in Favor

Next regularly scheduled meeting

April 12, 2022 at 7:00 pm

Respectfully submitted,

Tracy L. Lortscher, Richmond Town Clerk

Date