

**Town of Richmond**  
**Tuesday, February 9, 2021**  
**7:00 pm**  
**Town Board Meeting**  
**8690 Main Street, Honeoye, NY 14471**

**Supervisor Daryl Marshall**  
**Councilman Stephen Barnhoorn**  
**Councilman David Baker**  
**Councilwoman Elizabeth Yockel**  
**Councilman Devan Cornish**

**32 Residents and guests**

**7:00 pm**

**Supervisor Marshall welcomed Cub Scout Pack 11 who were in attendance as part of the requirements for their Citizenship Award. The Cub Scouts led the pledge of allegiance to open the meeting.**

**Privilege of the Floor**

There were no comments or written requests.

**Town of Richmond**  
**Town Board Resolution**  
**02 2021 13**  
**2020**  
**Budget Transfers**

<u>Account Number</u>	<u>Line Item</u>	<u>Debit</u>	<u>Credit</u>
A1990.4	Contingency	\$7,328.35	
A1620.4	Buildings Cont.		\$ 420.00
A1430.4	Personnel Cont.		\$2,400.00
A1340.1	Budget Pers.		\$ .10
A8010.1	Zoning Pers		\$ .15
A5410.2	Sidewalks		\$4,508.00
A1110.1	Municipal Court		\$ .10
DA5110.1	Main of Street Pers		\$15,000.00
DA5112.2	Perm. Improv.		\$ 5,000.00
DA 5130.4	Mach Contr.		\$72,000.00
DA5140.1	Brush and Weeds		\$ 7,000.00

DA5142.1	Snow Removal	\$12,000.00
DA5142.4	Snow Removal	\$52,000.00
DA5148.1	Services Other Govt.	\$ 5,000.00
DA9030.8	Soc. Security	\$ 4,000.00
DA9089.9	Other Employ Ben.	\$ 4,900.00
DA9730.6	Debt	\$24,000.00
DA9962.901	Transfer Reserve	\$ 4,496.00
DA5130.2	Machinery, equip	\$221,896.00

Councilman Stephen Barnhoorn motioned to adopt the resolution.  
Councilman Devan Cornish 2<sup>nd</sup>.

Roll call vote was performed by Richmond Town Clerk Linda A. Grace.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

## Town of Richmond

### Town Board Resolution

02 2021 14

### Town of Richmond Budget Transfers

Transfer from		General Fund	
	A1120	Non Property Tax Distribution by County	\$ 40,000.00
	A2110	Zoning Fees	\$ 35,745.00
			<b>\$ 75,745.00</b>
Transfer to			
	A1315.4	Comptroller, Contr. Expend	\$ 21,600.00
	A1355.1	Assesment, Per Serv.	\$ 410.00
	A1430.4	Personnel, Contr. Expend	\$ 135.00
	A1440.4	Engineer Contr. Expend	\$ 20,515.00
	A1620.4	Buildings, Contr. Expend	\$ 1,430.00
	A1920.4	Municipal Assoc. Dues	\$ 200.00
	A3310.4	Traffic Control, Contr. Expend	\$ 2,250.00
	A3520.4	Other Animal Control, Contr. Expend	\$ 140.00
	A4010.1	Public Health, Pers.Serv.	\$ 200.00
	A5010.1	Street Admin., Pers. Serv.	\$ 425.00
	A8010.4	Zoning, Contr. Expend	\$ 520.00
	A8020.1	Planning, Pers. Serv.	\$ 175.00
	A8020.102	Planning, Pers. Serv., Board	\$ 3,210.00
	A8020.4	Planning, Contr. Expend	\$ 21,220.00
	A9050.8	Unemployment Insurance, Empl. Bnfts.	\$ 3,315.00
			<b>\$ 75,745.00</b>
Tranfer from		Highway Fund	
	DA5130.2	Machinery, Equip. & Cap. Outlay	\$ 82,875.00
			<b>\$ 82,875.00</b>
Transfer to			
	DA5110.4	Maint. Of Streets, Contr. Expend	\$ 67,945.00
	DA5148.4	Services, Other Govts., Contr. Expend	\$ 8,435.00
	DA9050.8	Unemployment Insurance, Empl. Bnfts	\$ 940.00
	DA9060.8	Hospital & Medical (Dental) Ins., Empl. Bnfts.	\$ 5,555.00
			<b>\$ 82,875.00</b>
Transfer from		Water District #2	
	SW310.1	Water Administration, Pers. Serv.	\$ 10.00
			<b>\$ 10.00</b>
Transfer to			
	SW9060.8	Hospital & Medical (Dental) Ins., Empl. Bnfts.	\$ 10.00
			<b>\$ 10.00</b>

Councilman Stephen Barnhoorn motioned to adopt the resolution.

Councilwoman Yockel 2<sup>nd</sup>.

Roll call vote was performed by Richmond Town Clerk Linda A. Grace.

Councilman Stephen Barnhoorn Aye

Councilman David Baker Aye

Councilwoman Elizabeth Yockel Aye

Councilman Devan Cornish Aye

Supervisor Daryl Marshall Aye

### **Reserve Accounts and Encumbrances**

Councilman Barnhoorn motioned to fund the Sidewalk Reserve Account in the amount of \$7500.

Councilman Cornish 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

Councilman Barnhoorn motioned to fund the Lake Quality Reserve Account in the amount of \$5000.

Councilwoman Yockel 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

Councilman Barnhoorn motioned to fund the Parks Reserve Account in the amount of \$2500.

Councilwoman Yockel 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

Councilman Barnhoorn motioned to fund the 2020 Equipment Reserve Account in the amount of \$20,504.

Councilwoman Yockel 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

Councilman Barnhoorn motioned to encumber \$24,508 from the 2020 budget for A5410.2 Sidewalks, Equipment, and Capital Outlay.

Councilman Baker 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

Councilman Barnhoorn motioned to encumber \$39,000 from the 2020 budget for A8745.4, an account to be legally established at the March 9, 2021 Town Board meeting for Cleaning Sediment from Mill Creek.

Councilman Baker 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

Councilman Barnhoorn motioned to encumber \$7,000 from the 2020 budget for A9962.1, an account to be legally established at the March 9, 2021 Town Board meeting for Equipment Reserve.

Councilman Baker 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

Councilman Barnhoorn motioned to fund the Salt and Sand Building Reserve Account in the amount of \$25,000.

Councilman Baker 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

Councilman Barnhoorn motioned to approve Abstract 02 2021, 01/15-02/09/2021 in the amount of \$406,724.12.

Councilman Baker 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

<b>Code</b>	<b>Dates</b>	<b>Fund</b>	<b>Amount</b>
AA	01/15-02/09/2021	GENERAL	\$ 86,350.77
DA	01/15-02/09/2021	HIGHWAY	\$ 318,284.58
HH	01/15-02/09/2021	CAPITAL PROJECTS	\$ 839.66
SL	01/15-02/09/2021	LIGHTING	\$ 1,249.11
		<b>TOTAL</b>	<b>\$ 406,724.12</b>

Councilman Barnhoorn motioned to approve the minutes from December 29, 2020.

Councilwoman Yockel 2<sup>nd</sup>.

Councilman Stephen Barnhoorn                      Aye

Councilman David Baker                                Aye

Councilwoman Elizabeth Yockel                      Aye

Councilman Devan Cornish                            Abstain

Supervisor Daryl Marshall                            Aye

Councilman Barnhoorn motioned to approve the minutes from January 12, 2021 and January 22, 2021.

Councilman Baker 2<sup>nd</sup>.

All in favor.

Councilman Barnhoorn motioned to approve the Supervisor's Report for January 31, 2021.

Councilman Cornish 2<sup>nd</sup>.

All in favor.

## **Planning Board**

### **Chairwoman Michelle Hodgeman**

At the January meeting:

- Subdivision – for property owned by Leonard Wildman and located at 4545 County Road 33, Tax Map #150.00-1-12.110 and Subdivision – for property owned by Max Wright and located at 4561 County Road 33, Tax Map #150.00-1-13.000. Approved.
- A review of a past Subdivision – for property owned by Laurel Schenkel and located at 5115 Purcell Road, Tax Map #148.00-1-15.120, land being subdivided and annexed to property owned by Douglas Dulen and located on Curtis Road, Tax Map #148.00-1-14.211. No action taken.
- Discussion – Bald Hill, LLC – for property owned by Eric Lang and located at 4860 County Road 37, Tax Map #135.14-1-23.000.

## **Zoning Board of Appeals**

At the January meeting:

- Co-Applicants Jean Riorden and Don Bates for the property located at 8575 Northshore Drive in the Town of Richmond, Tax Map #150.05-1-42.000 in Zone B (Lakeside) seeking an Area Variance to extend roofline, exceeding the previous limit set by an approved variance in 2019. Public Hearing set for February 16, 2021.

## **Lake Quality**

### **Honeoye Lake Watershed Task Force**

#### **Chairman Terry Gronwall**

- **Held HLWTF Quarterly Meeting on Thursday January 28<sup>th</sup>**
  - Conducted normal business, reviewed status of HLWTF projects, and had a presentation on the Hemlock Woolly Adelgid (HWA) control in Honeoye Lake Watershed by Carrie Marschner, Cornell University.
  - Recognized Jack Starke for his 30 years of service protecting the waters of Honeoye Lake
- **Winter 2021 HLWT Newsletter**
  - Released on January 30<sup>th</sup>
  - <https://www.honeoyelakewatershed.org>
- **Our New York State WQIP Grant Funded Projects**
  - Ontario County/HLWTF received a signed NYS DEC WQIP Aeration Engineering Planning Grant contract for the full amount of \$30,000 late last year.
  - Princeton Hydro signed Ontario County's contract in January.
  - Ontario County/HLWTF Committee held project kick-off meeting on January 20<sup>th</sup>.
  - Princeton Hydro is developing a detailed project schedule for intermediate project milestone completion.
  - Expect project completion by October 2021.
- Still no announcement about when the next round of DEC WQIP environmental & water quality improvement grants will occur.

## **RESOLUTION NO. 24-2021**

### **RESOLUTION OF RECOGNITION AND APPRECIATION JACK STARKE**

WHEREAS, Ontario County has partnered with the Towns of Richmond and Canadice, the Honeoye Lake Watershed Task Force, Honeoye Valley Association, Finger Lakes Community College, Ontario County Soil and Water Conservation District, the New York State Department of Environmental Conservation, the New York State Office of Parks, Recreation and Historic Preservation, and other organizations and agencies over the past thirty-three years to develop and administer water quality management programs, projects, and services in the Watershed to benefit public access and enjoyment of Honeoye lake; and

WHEREAS, Jack Starke has selflessly dedicated countless hours over more than Twenty-Five Years as a citizen volunteer to support Honeoye Lake water quality management efforts with

numerous accomplishments, including:

- Building a database of water quality monitoring information, with synopses, providing a valuable historic record essential for documenting trends,
- Building an extensive digital archive of water quality and watershed management information to inform and provide continuity for current and future Honeoye Lake watershed management efforts,
- Serving as Chair of the Honeoye Lake Watershed Task Force from 1998-2012, providing leadership during multiple projects such as production of The Honeoye Lake Book, Permitting for and Application of Alum Treatment, Honeoye Lake Watershed and Macrophyte Plans, Streambank Erosion Survey, and Public Education and Opinion Surveys,
- Concurrent with announcement of his retirement from future Honeoye Lake data collection and management activities, Mr. Starke recently provided an updated and condensed version of historical Honeoye Lake information synthesized from more than 2,000 data sources collected over Twenty-Five years; and

WHEREAS, Mr. Starke's efforts have contributed to the base of scientific data concerning Honeoye Lake and ensured its long-term availability to the benefit of Ontario County and its partners in developing and implementing water quality management programs and projects in the Honeoye Lake Watershed; and

WHEREAS, The volunteer efforts of citizens such as Mr. Starke pay a key role in ensuring government and agency programs, policies, and projects are as effective and efficient as possible and maximize the benefit to the community and the public at large, and such efforts deserve public recognition; now, therefore, be it

RESOLVED, That this Board does hereby recognize the experience, dedication, and many years of exemplary work and contributions rendered by Mr. Jack Starke as Citizen Volunteer to the Honeoye Lake community and Ontario County; and further

RESOLVED, That Ontario County Board of Supervisors does hereby extend its sincerest gratitude and appreciation to Mr. Starke for his many years of volunteer service; and further

RESOLVED, That certified copies of this resolution be sent by the Clerk of this Board to the Towns of Canadice and Richmond, and Mr. Jack Starke, 6065 Bartholomew Drive, Honeoye, New York 14471.



Supervisor Marshall motioned to adopt the resolution.  
Councilman Stephen Barnhoorn 2<sup>nd</sup>.

Roll call vote was performed by Richmond Town Clerk Linda A. Grace.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

### **Code Committee**

#### **Councilman Barnhoorn**

#### **Code Review Committee Report**

January 27, 2021

Steve Barnhoorn, Chair (Town Board), Liz Yockel (Town Board), Dave Richardson (Planning Board), Len Wildman (Planning Board), Mabel Storke (Zoning Board of Appeals), and Mary Beth Sauerteig (Zoning Board of Appeals).

- After a brief Holiday respite, the Committee reconvened and met virtually on Wednesday, January 27.
- Though much has been accomplished in collecting the technical information about large-scale battery storage, more ground needs to be covered, especially on how prepared our local first responders will be in the event of a disaster involving this technology.
- I shared with the group an email I received from Thomas McKinney with the Firemen's Association of the State of New York (FASNY). Mr. McKinney serves as a Building Inspector in Warren County, NY, specializing in Fire Safety Inspections and serves as a member of FASNY's Code Committee. Mr. McKinney suggested in an email to me is that the Town could place a stipulation in our Town Code requiring the manufacturer of the Battery Storage Unit to host a training class for the first responders in the community. This way, each manufacturer can go through the emergency procedures and the shutdown process for that unit. The group liked the concept but stressed the need to receive input from our local first responders. I let the group know that I would be in contact with the Fire Department and the Chair of the Board of Fire Commissioners, requesting the fire department's input. As an update, I spoke with Debbie Weber, Chair of the Board of Commissioners, and Debbie indicated she will have Jessica Frost, who is the fire department's safety specialist, contact me about making a presentation to the committee.

- I informed the Committee that the existing moratorium on large-scale battery storage will sunset on April 23, and the Committee agreed we need to extend the moratorium for another year. After my presentation, I would like to request that the Town Board forward the draft Local Law, extending the existing moratorium for another year, to both the Town and County Planning Boards for review comments.
- Parenthetically, I would add in speaking with Jon Hinman with MRB Group, we are not alone in imposing a moratorium on these battery installations. Jon said there are other municipalities who are proceeding cautiously. He added he would be willing to speak with our group in the future and share his insights.
- In other business, I updated the group on the amendments to the current solar code. One idea I raised with the committee is the idea of permitting only rooftop solar installations in the H (Municipal Parks District). The group liked the idea, and I asked our Town Board liaison, Liz Yockel, for feedback from the Parks and Recreation Committee before we propose any amendments for that district. In passing, I spoke with Scott Harris, our Buildings and Grounds Supervisor, and he liked my idea.
- The next meeting of the committee will be held virtually on Wednesday, February 24.

Councilman Barnhoorn motioned to refer the draft Local Law Extended Solar Energy Battery Storage Moratorium to Town and County Planning Boards for review and comment.

Councilman Baker 2<sup>nd</sup>.

All in favor.

## **Parks and Recreation Committee**

### **Chairwoman Liz Yockel**

- The Committee is looking at funding opportunities
- Two RIT student Capstone Project groups have chosen Sandy Bottom Park development for their projects.
- A community garden has been suggested for the park.
- The Committee is partnering with Finger Lakes Community College to set up cameras to observe wildlife in the park.
- The MRB Group design is complete for the Sunset Trail culvert. The project will proceed pending Highway Department availability
- Discussion began regarding installing “911” signage throughout the park. Groundskeeper Scott Harris investigated area parks and trails. 911 information could be found in only two places and at those locations, the 2 signs were at the parking lot or kiosk. His recommendation is to place a sign in each of our 3 kiosks and refrain from placing 9 large signs throughout the park which would detract from the beauty of the park. The Parks Committee is still working on this.

### **Comprehensive Plan Committee**

- In light of the committee losing members, the Town Board will meet to assess the progress of the Committee and determine the best course forward.

Councilman Barnhoorn motioned to hold a Special meeting on Tuesday, February 23, 2021 at 7:00 pm to evaluate the status of the Comprehensive Plan.

Councilman Baker 2<sup>nd</sup>.

All in favor.

### **Honeoye Hamlet Active Transportation Study**

- The study is complete. A copy is available for review at the Town Hall and is also available online at <http://www.publicinput.com/HHATS>.

### **IT Committee**

#### **Councilman Baker**

- Thursday, February 11 at 9:30, engineers from Layer 3 will be at the Town Hall to set up the networks and update the computers.

### **Recreation Department**

#### **Director Holly Stoddard**

#### **Recreation Activities for January/February 2021**

- Free virtual online fitness class on Monday nights and Tuesday mornings
- Free landmark scavenger hunt
- Virtual online cheerleading for Pre-K – 6<sup>th</sup> grades
- Free sled dog demo on Saturday, February 20<sup>th</sup> at 11 am at the 3M property
- Free online senior citizen Stress management Class
- February Craft-along added Lucky Leprechaun virtual bingo game for seniors
- Kids activity bag pickup Thursday February 11<sup>th</sup>, online activity during February break
- Free sledding afternoon at Sandy Bottom Park on Thursday, February 18<sup>th</sup>
- Weekly online Recreation activities
- Many activities coming in March, April, and for the summer.
- Supervisor Marshall thanked Director Stoddard for her programs. He had asked her to get creative during the pandemic restrictions. She has raised the bar, creating many new programs.

## Highway Department

### Town of Richmond

#### Town Board Resolution

02 2021 16

#### AGREEMENT TO SPEND HIGHWAY FUNDS 2020\*

Pursuant to the provisions of section 284 of the Highway Law, we agree that the moneys levied and collected for the repair and improvements of highways, and received from the State for the maintenance and improvements of highways, have been amended and shall be expended as follows:

Maintenance – The sum of \$ 670,352.73 may be expended for the general repairs upon 51.48 miles of Town Highways including sluices, culverts and bridges having a span of less than five feet, and boardwalks or the renewals thereof.

Councilman David Baker motioned to adopt the resolution.

Councilman Devan Cornish 2<sup>nd</sup>.

Roll call vote was performed by Richmond Town Clerk Linda A. Grace.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

*\*This resolution replaces Resolution 01 2021 09.*

- The John Deere tractor is in Syracuse waiting for the side flail.
- There is an issue on South Frost Hollow Road with a parked trailer limiting space for a snowplow to turn around. Supervisor Marshall will contact the owner of the trailer.

## Buildings and Grounds

### Groundskeeper Scott Harris

Councilman Barnhoorn motioned to declare a small chainsaw as surplus and to sell it on Auctions International.

Councilman Cornish 2<sup>nd</sup>.

All in favor.

- Groundskeeper Harris cleared a section of Sandy Bottom Park at 3M for the sled dog demonstration on Saturday, February 20<sup>th</sup>.

## **Code Enforcement**

### **Code Officer Spencer Shumway**

- **OUTSTANDING PERMITS:** At the end of this month, there were fourteen outstanding permits thirty months old or older. There are ten permits that are over the three year limit. All expired permit holders will be notified again that new permits are now required.
- **FIRE AND SAFETY INSPECTIONS:** There were no new F&S inspections conducted this month. Tim is following up on past Fire and Safety inspections, as well as scheduling new inspections for 2021.
- **FEES COLLECTED:** There were six building permits issued this month. A total of \$270.40 in fees was collected by the Building and Zoning Department for these permits. Project estimates for these permits came to \$51,499. There was an additional amount of \$83.62 collected for permit renewals. \$75 was collected for an Area Variance and \$80 for a Site Plan. This brings the total fees collected to \$509.02.
- **CERTIFICATES OF OCCUPANCY OR COMPLIANCE:** Fifteen permits were completed and issued certificates this month.
- **VIOLATIONS OR COMPLAINTS:** There were no violations issued this month.
- **REQUEST FOR INTERPRETATIONS:** This month, there were two new applications received for interpretations. One was for a Site Plan and the other was for a two lot subdivision.
- **OTHER INFORMATION:** Again as a reminder, Tim put a report together that showed fee schedules from other towns. I have spoken with Steve but have not heard from any other Board members as to whether we should make some adjustments or not. The Town of Richmond seems to be behind on what charges we have on our fee schedule. If any Board members would like to hear my suggestions, I would be glad to present my Ideas as to which fees need to be adjusted. I really need more enforcement when it comes to projects starting without permits. The fee should be doubled when projects start without permits. Also, when a stop work order is placed on a job, a fee of \$100 needs to be collected in order to lift the stop work order. There is no penalty for NOT getting a permit, and people know this.
- Floodplain violations are close to being resolved.
  - The Honeoye Public Library has a path to a Section 1316 which would exempt them from the violation.
  - A management change at the DEC has caused some confusion.

### **Town Clerk Linda A. Grace**

- Revenues and disbursements for February 2021 were \$2616.95.

## **Town of Richmond**

### **Town Board Resolution**

**02 2021 17**

## **RESOLUTION TO ABOLISH WATER RENT COLLECTOR POSITION**

**WHEREAS**, the office of the Town Clerk for the Town of Richmond is requesting that the position of Water Rent Collector be abolished; and

**WHEREAS**, on June 17, 2013, the Richmond Town Board approved a motion for the Town of Richmond enter into a 40-year Retail Lease Agreement with the Monroe County Water Authority, effective January 1, 2014; and

**WHEREAS**, the Monroe County Water Authority has been providing all functions associated with the Richmond Water System, including operation and maintenance of the water system, meter reading, billing, and other administrative functions; and

**WHEREAS**, the office of the Town Clerk no longer collects and processes payments for water billing; and

**NOW, THEREFORE BE IT RESOLVED**, the Richmond Town Board hereby abolishes the position of Water Rent Collector; and

**BE IT FURTHER RESOLVED**, that this Resolution be recorded with the Town Clerk's office and that as a certified copy of this Resolution be sent to Ontario County Human Resources.

Councilman Stephen Barnhoorn motioned to adopt the resolution.

Councilman David Baker 2<sup>nd</sup>.

Roll call vote was performed by Richmond Town Clerk Linda A. Grace.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

#### **Assessor Lisa Bennett's Report**

- Processed transfers, forwarded copies to the CEO and Town Clerk.
- Assisted in finding addresses for undeliverable bills
- Completed Pro Rata requests to split bills
- Processed tax bill corrections to the County
- Started reviewing subdivisions
- Attended the Ontario County Assessor's meeting. Starting in February, meetings will be held via Zoom.
- Returned calls and emails on various topics.
- Processed exemption renewals

**Supervisor Daryl Marshall  
Updates**

- **Big Tree Road Project Letters of Interest**
  - Paul Chatfield from MRB Group is drafting the letter with the relevant figures.
  - Working with the Assessor on mailing labels.
- **Ontario County/ Honeoye Lake Sewer Plant Expansion**

**Town of Richmond**

**Town Board Resolution  
02 2021 19**

**RESOLUTION AUTHORIZING TOWN TO CONVEY A PORTION OF TWO PARCELS  
OF TOWN LAND IN FEE AND AN EASEMENT OVER TOWN LAND TO THE HONEOYE LAKE COUNTY  
SEWER DISTRICT TO ACCOMMODATE UPGRADES TO THE HONEOYE LAKE WASTEWATER TREATMENT  
PLANT**

WHEREAS, the County of Ontario and the Honeoye Lake County Sewer District (“County”) are proposing to complete certain upgrades to the Honeoye Lake Wastewater Treatment Plant (“HWWTP”) for the public purpose of improving the treatment of wastewater for the residents of the County and, specifically, the residents of the Town of Richmond (“Town”)(“Project”); and

WHEREAS, to complete said improvements to the HWWTP, the County has determined that it is necessary to acquire certain fee and easement interests in lands owned by the Town; and

WHEREAS, the County seeks to acquire fee title to a portion of two parcels of Town land, one located at 8690 Main Street (having an tax identification number of SBL #135.00-2-9.100) and another located on Main Street (having an tax identification number of SBL #135.00-2-8.10), with both parcels identified as Lot 1 and Lot 2, respectively, on the Subdivision Map prepared by the Ontario County Department of Public Works dated August 5, 2020; and

WHEREAS, the portion of these parcels that the Town seeks to convey to the County is 35’ x 160’, totals 0.0129 acres (“Property”); and

WHEREAS, the County also seeks to acquire a permanent easement over a parcel of vacant commercial land located on Main Street (having an tax identification number SBL#135.00-2-8.10) that is adjacent to the land on which the HWWTP is located (“Easement Parcel”); and

WHEREAS, the permanent easement area constitutes a 60' x 60' triangular section (0.041 acres) of the Easement Parcel ("Permanent Easement"); and

WHEREAS, the transfer of the Property and Permanent Easement will enable necessary upgrades to be made to the HWWTP and will benefit the residents of the Town; and

WHEREAS, the County has agreed to compensate the Town with in-kind services and material as follows:

- 1) Replace the Town Hall entrance sign in a similar design and material;
- 2) Provide \$7,500 in labor, equipment and material to improve Town facilities as determined by the Town in consultation with the Commissioner of Public Works; and further
- 3) The County will cover all administrative, legal and filing fees associated with said purchase; and further

WHEREAS, the Project has been subjected to review under the New York State Environmental Quality Review Act pursuant to 6 NYCRR Part 617 with the County of Ontario, as Lead Agency, undertaking a coordinated review and determining that the Project would have no significant impact on the environment in County Resolution 415-2018; and

WHEREAS, it is deemed in the Town's best interest to transfer said Property and Permanent Easement; therefore be it

RESOLVED that the sewer improvements constitute a public purpose; and be it further

RESOLVED that, upon review and approval by the Town Attorney as to form, the Town Supervisor is authorized to execute all necessary documents and forms to complete the transfer of the Property and the Permanent Easement to the County; and it is further

RESOLVED that the Town agrees to convey the Property and Permanent Easement in consideration of the County's agreement to:

- 1) Replace the Town Hall entrance sign in a similar design and material;



- 2) Provide \$7,500 in labor, equipment and material to improve Town facilities as determined by the Town in consultation with the Commissioner of Public Works; and further
- 3) The County will cover all administrative, legal and filing fees associated with said purchase; and be it further

RESOLVED that, pursuant to Town Law §64(2), this Resolution authorizing the conveyance of real property for a public purpose shall be subject to a permissive referendum; and be it further

RESOLVED that a copy of this Resolution be provided to Arthur James, Esq., at the Ontario County Attorney's Office.

Councilman Stephen Barnhoorn motioned to adopt the resolution.  
Councilwoman Elizabeth Yockel Baker 2<sup>nd</sup>.

Roll call vote was performed by Richmond Town Clerk Linda A. Grace.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

The contractor has requested a site for staging and contractor access.

Councilman Baker motioned to allow Supervisor Marshall to negotiate with individual contractors who are intent on using Town property as a staging area, the results of such negotiations to be approved by the Town Board.

Councilman Barnhoorn 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

- **NYS DOT Sediment Under the Bridge**

- The New York State Department of Transportation, MRB Group, Ontario County Soil and Water Conservation District, and Supervisor Marshall met virtually regarding the project.

- The State has imposed requirements which could stall the project.
- The stream must be surveyed in both directions from the bridge.
- The distance the Town will deal with on both sides from the bridge must be identified.
- The State must identify the depth and cost.
- Mitigation upstream is required.
- Details on stabilization of the banks must be provided to the state. This has been accomplished upstream already.
- OCSWCD may be able to provide a survey of the stream.
- **Sidewalk Project**
  - MRB Group has started the process for the project.
- **Abundant Solar Project**
  - The project is moving forward in spite of Abundant Solar being bought by another company.
- **Broadway Group Project**
  - They are in the process pf closing the purchase of the property.

#### **New Business**

- **Library Contracts**

Councilman Barnhoorn motioned to authorize Supervisor Marshall to sign the 2021 contracts with the Allens Hill Free Library to provide funding in the amount of \$18,727 and Honeoye Public Library to provide funding in the amount of \$84,317.

Councilwoman Yockel 2<sup>nd</sup>.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

- **Highway/Bus Facility LED Light Conversion**

- A representative from Nationalgrid prompted an examination of potential savings if the Town Hall and Highway Garage changed to LED lighting. While the Town Hall conversion would provide small savings, switching the Highway/Bus Garage would realize significant savings, potentially \$11m866. Honeoye V=Central School would have to take the lead on such a project. The meeting between Supervisor Marshall and Honeoye Central School was representative was postponed by the school. He is awaiting the new date.

**Town of Richmond  
Town Board Resolution  
02 2021 18**

**RESOLUTION OF SYMPATHY AND RESPECT  
DIANNA L. SHUMAKER (1946-2021)  
BOARD OF ASSESSMENT REVIEW MEMBER**



**WHEREAS**, it was with deep sadness that the Richmond Town Board learned of the sudden passing of Dianna L. Shumaker on January 23, 2021; and

**WHEREAS**, on February 27, 2015, Dianna L. Shumaker was appointed by the Richmond Town Board to serve as a member of the Board of Assessment Review; and

**WHEREAS**, through Resolution 08 2020 45, the Richmond Town Board, recognized, with appreciation, Dianna's devoted public service to the residents of the Town, which concluded on September 30, 2019; and

**WHEREAS**, during this difficult time for her family and countless friends, Dianna should be fondly remembered for her smile, warmth, openness and grace; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board of the Town of Richmond, in regular session assembled on this 9th day of February 2021, does hereby express its sincere sympathy to the bereaved members of Dianna Shumaker's family; and

**BE IT FURTHER RESOLVED**, that a copy of this Resolution be forwarded to Dianna Shumaker's family, and that this Resolution be spread upon the minutes of this meeting.

Councilman Stephen Barnhoorn motioned to adopt the resolution.  
Councilman Devan Cornish 2<sup>nd</sup>.

Roll call vote was performed by Richmond Town Clerk Linda A. Grace.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

**Town of Richmond  
Town Board Resolution  
02 2021 20**

**RESOLUTION ACCEPTING ANNUAL AUDIT OF THE TOWN BOOKS FOR FISCAL 2020 YEAR, PRESENTED  
FOR EXAMINATION BY THE TOWN BOARD**

**WHEREAS**, New York State Town Law Section 123 requires that on or before the twentieth day of January, each town officer and employee who received or disbursed any moneys in the previous fiscal year shall account with the Town Board for such moneys and shall produce all supporting books, records, receipts, warrants, vouchers, and cancelled checks or check images as authorized by General Municipal Law Section 99-b; and

**WHEREAS**, each town officer and employee, except a Town Justice, at the time of submitting his or her books and records, must file with the Town Board a statement in writing showing all receipts and disbursements for the previous fiscal year; and

**WHEREAS**, pursuant to the Uniform Justice Court Act Section 2019-a, it is the duty of every Town Justice, at least once a year and “upon the last audit day of such ... town,” to present his or her records and docket to the auditing board of the town (see also Town Law Section 123); and.

**WHEREAS**, the Town Board of the Town of Richmond, met on Saturday, January 16, 2021 and examined all supporting books, records, receipts, warrants, vouchers, and cancelled checks or check images as authorized by General Municipal Law Section 99-b; and

**NOW THEREFORE BE IT RESOLVED**, after careful review, the Town Board of the Town of Richmond accepts the audit of the 2020 books that were presented for examination.

Councilman Stephen Barnhoorn motioned to adopt the resolution.  
Councilman David Baker 2<sup>nd</sup>.

Roll call vote was performed by Richmond Town Clerk Linda A. Grace.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

**Town of Richmond**  
**Town Board Resolution**  
**02 2021 21**  
**RESOLUTION OF JUSTICE AUDIT OF THE YEAR 2020**

**WHEREAS**, the books and records of the Town Justices for the year 2020 were audited and examined by the Town Board of Richmond on January 16, 2021; and

**WHEREAS**, the court list agrees with the cash available: and

**WHEREAS**, the bank account is periodically reconciled, and deposits are made in a timely manner; and

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Richmond accepts the audit of the 2020 books presented for examination.

Councilman Stephen Barnhoorn motioned to adopt the resolution.

Councilman David Baker 2<sup>nd</sup>.

Roll call vote was performed by Richmond Town Clerk Linda A. Grace.

Councilman Stephen Barnhoorn	Aye
Councilman David Baker	Aye
Councilwoman Elizabeth Yockel	Aye
Councilman Devan Cornish	Aye
Supervisor Daryl Marshall	Aye

Councilman Barnhoorn motioned to move into Executive Session to discuss the employment history of a particular individual.

Councilman Cornish 2<sup>nd</sup>.

All in favor.

**9:34 pm**

Councilman Barnhoorn motioned to exit Executive Session.

Councilman Cornish 2<sup>nd</sup>.

All in favor.

**10:34 pm**

Councilman Barnhoorn motioned to appoint Scott Gillen to the Planning Board for a term to begin immediately and to expire on December 31, 2026.

Councilman Baker 2<sup>nd</sup>.

All in favor.

Councilman Barnhoorn motioned to appoint Connie Cooper to the Planning Board for a term to begin immediately and to expire on December 31, 2024.

Councilman Baker 2<sup>nd</sup>.

All in favor.

Councilman Barnhoorn motioned to adjourn the Town Board Meeting.

Councilwoman Yockel 2<sup>nd</sup>.

All in favor.

**10:37 pm**

Respectfully submitted,

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Linda A. Grace, Richmond Town Clerk

March 2, 2021