

This meeting will be held in person at the Victor Town Hall and live streamed via YouTube with text commenting available. Go To:

<https://www.youtube.com/c/townofvictornewyork>

Victor Town Board Meeting Agenda

Tuesday, October 11, 2022

DRAFT RESOLUTION PACKET

*"Town Board Draft Resolutions are in **draft** form and are subject to change prior to or during the public meeting."*

Budget Workshop – 6:00 PM

Regular Meeting – 7:00 PM

Flag Salute

Public Hearings start at 7:00 PM

Establishment of The Fairways Phase 3 Lighting District Extension
(Legal Notice was posted & published in the Daily Messenger on September 30, 2022)

Approval of the September 26, 2022, Regular Town Board meeting minutes

Payment of Bills

Privilege of the Floor

Public Comments and Concerns

Reports of Town Officials

- Economic Development
- Historian
- Parks & Recreation - Update on Dryer Road Park / Victor Municipal Park Parking Area Improvement Projects
- Planning & Building
- Supervisor - Approved 2023 Boughton Park Commission budget
- Town Clerk - Verbal
- Victor Fire Chief

This meeting will be held in person at the Victor Town Hall and live streamed via YouTube with text commenting available. Go To:
<https://www.youtube.com/c/townofvictornewyork>

Resolutions

Historian

1. Authorization to Enter into a Contract with The Landmark Society of Western New York for Historic Barns Survey

Human Resources

2. Appointment of José Lopez to Motor Equipment Operator Position for The Town of Victor Highway Department

Parks & Recreation

3. Authorization for Town Supervisor and Director of Parks and Recreation to Enter into Agreement with Marathon Engineering for Dog Park at Harlan Fisher Park
4. Authorization for Town Supervisor and Director of Parks and Recreation to Enter into Agreement with Bayer Landscape Architecture & Dog Park at Harlan Fisher Park
5. Agreement - C & A Pavement Marking for Crosswalk Striping at Auburn and Lehigh Valley Trail and Shared Use Path Road Crossings

Supervisor

6. Award Bid - Lane Road Sidewalk project
7. Award Bid - 2022 Pump Station Improvements Phase 1 (PS 07)
8. Set Public Hearing Town of Victor - 2022 Special Assessment Roll to Collect Sewer District Capital Recovery Charge, Sewer District Capital Improvement Costs, Lighting District O&M Costs and Central Water District Capital Improvement Costs Based on Benefit Formulas
9. Set Public Hearing - 2023 Budget

Town Clerk

10. 2023 Shared Services Agreement - Ontario County Soil and Water Conservation District

PUBLIC COMMENT

ADJOURN

NOTICE OF PUBLIC HEARING
ESTABLISHMENT OF THE FAIRWAYS PHASE 3 LIGHTING DISTRICT EXTENSION

PLEASE TAKE NOTICE that Fairview Ponds, LLC is requesting the establishment of the Fairways Phase 3 Lighting District as an extension of the "Fairways Phase 1 & 2 Lighting District ("Consolidated Fairways Lighting District). The map, plan and report are on file with the Victor Town Clerk and available for public review.

PLEASE TAKE FURTHER NOTICE that all interested persons are invited to attend a public hearing at the Victor Town Hall, 85 East Main Street, Victor, New York on October 11, 2022, at 7:00 pm to consider whether it is in the public interest to approve this project.

Written comments may also be directed to the Victor Town Clerk on or before 12:00 PM on October 11, 2022. The meeting will also be live streamed via YouTube at <https://www.youtube.com/c/townofvictornewyork>.

Dated: September 28, 2022

Karen C. Bodine, Town Clerk

#1

RESOLUTION NO. AUTHORIZATION TO ENTER INTO A CONTRACT WITH THE LANDMARK SOCIETY OF WESTERN NEW YORK FOR HISTORIC BARN SURVEY

WHEREAS, the Town Historian, Planning Board, and Zoning Board of Appeals wish to document the community's historic barns to incorporate them into local planning efforts, and

WHEREAS, the Landmark Society of Western New York is the only local entity with expertise in this specific area, and

WHEREAS, the Landmark Society of Western New York has submitted a proposal for the barn documentation survey at a cost not to exceed \$16,000.00 and to be completed by January 2024; now, therefore be it

RESOLVED that the Supervisor is authorized to enter into a contract with the Landmark Society of Western New York for the Survey of Historic Barns Project at a cost not to exceed \$16,000.00 and to be completed by January 2024, and be it further

RESOLVED that the funding for this project will be from the 2023 Town Budget Line Item A.7510.400 – Historian.Contractual, and be it further

RESOLVED that a copy of this resolution be sent to the Town Historian, the Landmark Society of Western New York, the Historic Advisory Committee, and the Finance Director.

#2

APPOINTMENT OF JOSÉ LOPEZ TO MOTOR EQUIPMENT OPERATOR POSITION FOR THE TOWN OF VICTOR HIGHWAY DEPARTMENT

WHEREAS, a Motor Equipment Operator position vacancy exists in the Highway Department due to the transfer of David Knapp to the Parks Department on August 31, 2022, and

WHEREAS, interviews were held on September 30, 2022, and José Lopez was selected by the interview committee as having the necessary skills for the Motor Equipment Operator position, and

WHEREAS, José Lopez possesses a Class B CDL, and there is a need for a Motor Equipment Operator with this licensing in the Highway Department; now, therefore be it

RESOLVED that José Lopez be appointed to the Motor Equipment Operator position for the Highway Department beginning on October 12, 2022 at a Grade 5A, Step A salary of \$24.91/hour (twenty-four dollars and ninety-one cents) to be charged to the 2022 Town Budget Line Item #DB.5110.100 – General Repairs. Personal Services, and be it further

RESOLVED that a copy of this resolution be sent to José Lopez, Highway Superintendent, Finance Department, and Human Resources.

#3

AUTHORIZATION FOR TOWN SUPERVISOR AND DIRECTOR OF PARKS & RECREATION TO ENTER INTO AGREEMENT WITH MARATHON ENGINEERING FOR DOG PARK AT HARLAN FISHER PARK

WHEREAS, it is the intention of the Town to design and construct a dog park at Harlan Fisher Park in association with the goals described in the 2019 Parks and Recreation Master Plan update; and

WHEREAS, the Department of Parks and Recreation, its Parks and Recreation Citizens' Advisory Committee and its consultant team at Bayer Landscape Architecture developed a dog park site plan and associated park improvement plan in 2021 and 2022 using a variety of public outreach opportunities for residents and stakeholder groups to provide comments on a proposed dog park in the Town; and

WHEREAS, it is the intention of the Department of Parks and Recreation and the Town Board to enter into the design development and construction phases of the proposed dog park at Harlan Fisher Park which will require tasks such as a boundary survey, a topographic survey and construction stakeout to be completed by a licensed professional; and

WHEREAS, Marathon Engineering has provided the Town with a proposal for professional services for these tasks; now, therefore, be it

RESOLVED that the Town Board authorizes the Town Supervisor and the Director of Parks and Recreation to enter into agreement with Marathon Engineering under the terms and conditions as provided for in the contract kept in the subject matter file in the Town Clerk's Office for a fee not to exceed Sixteen Thousand Six Hundred dollars (\$16,600.00) to be paid from the Budget Line-item CP.7183.440.400 Capital Parks Trust Engineering; and further

RESOLVED that this resolution is conditioned upon receiving approvals from the Town's Insurance Broker, or an insurance waiver from the Town Board, and the Attorney for the Town; and further

RESOLVED that a copy will be forwarded to the Director of Parks and Recreation, Finance Director, Town Clerk, and Peter Carpenter, Marathon Engineering.

#4

AUTHORIZATION FOR TOWN SUPERVISOR AND DIRECTOR OF PARKS AND RECREATION TO ENTER INTO AGREEMENT WITH BAYER LANDSCAPE ARCHITECTURE FOR DOG PARK AT HARLAN FISHER PARK

WHEREAS, it is the intention of the Town to design and construct a dog park at Harlan Fisher Park in association with the goals described in the 2019 Parks and Recreation Master Plan update; and

WHEREAS, the Department of Parks and Recreation, its Parks and Recreation Citizens' Advisory Committee and its consultant team at Bayer Landscape Architecture developed a dog park site plan and associated park improvement plan in 2021 and 2022 using a variety of public outreach opportunities for residents and stakeholder groups to provide comments on a proposed dog park in the Town; and

WHEREAS, it is the intention of the Department of Parks and Recreation and the Town Board to enter into the design development and construction phases of the proposed dog park at Harlan Fisher Park which will require tasks such as construction specifications and drawings, site preparation plans, grading and drainage plans, landscaping and planting plans and schedules, the preparation of documents associated with bidding, and construction administration and observation to be completed by a licensed professional; and

WHEREAS, Bayer Landscape Architecture has provided the Town with a proposal for professional services for these tasks; now, therefore, be it

RESOLVED that the Town Board authorizes the Town Supervisor and the Director of Parks and Recreation to enter into agreement with Bayer Landscape Architecture under the terms and conditions as provided for in the contract kept in the subject matter file in the Town Clerk's Office for a fee not to exceed Eighty-Eight Thousand Five Hundred dollars (\$88,500.00) to be paid from the Budget Line-item CP.7183.440.400 Capital Parks Trust Engineering; and further

RESOLVED that this resolution is conditioned upon receiving approvals from the Town's Insurance Broker, or an insurance waiver from the Town Board, and the Attorney for the Town; and further

RESOLVED that a copy will be forwarded to the Director of Parks and Recreation, Finance Director, Town Clerk, and Joshua Raymor, Bayer Landscape Architecture.

#5

AGREEMENT WITH C & A PAVEMENT MARKING FOR CROSSWALK STRIPING AT AUBURN AND LEHIGH VALLEY TRAIL AND SHARED USE PATH ROAD CROSSINGS

WHEREAS, the Department of Parks and Recreation has the need to enter into agreement with a vendor to provide full ladder crosswalk striping at various locations throughout the Town per the attached table; and

WHEREAS, the Director of Parks and Recreation has obtained the following proposals for said services;

Vendor	Proposed Cost
C & A Pavement Marking, Inc.	\$1,433.52
CL Shuttleworth Enterprises, LLC	\$4,120.00
Champion Asphalt	\$5,600.00

and;

WHEREAS, funds are included and available in the 2022 Operating Budget Line item A.7110.400 Parks.Contractual; now, therefore, be it

RESOLVED that the Town Board authorizes the Director of Parks and Recreation to enter into agreement with C & A Pavement Marking to provide full ladder crosswalk striping at a variety of locations throughout the Town per the attached table in the amount of One Thousand Four Hundred Thirty-Three dollars and Fifty-Two cents (\$1,433.52), said funds are available in the 2022 Operating Budget Line item A.7110.400 Parks.Contractual; and further

RESOLVED that a copy of this resolution be forwarded to the Director of Parks and Recreation, Director of Finance, Town Clerk, and C & A Pavement Marking, Inc.

#6

RESOLUTION NO. LANE ROAD SIDEWALK PROJECT – BID AWARD

WHEREAS, the Town of Victor has received federal funding from the America Rescue Plan for the design and construction of a 1,000 L.F. section of sidewalk adjacent to Lane Road which will connect to the existing sidewalk system on Lane Road, High Street, and the Victor Central School District Campus; and

WHEREAS, the Department of Parks and Recreation and the Town Engineer have been working on a plan to design and construct said sidewalks; and

WHEREAS, the Department of Parks and Recreation has the need to hire a contractor to complete the installation of the stone subbase, sidewalk forms, concrete, flatwork finishing and all item necessary for the construction of these sidewalks in accord with the design and specifications outlined in the contract documents; and

WHEREAS, the Town Clerk advertised an invitation to bid; and

WHEREAS, on Thursday, September 22, 2022, all bids were opened and read publicly with the following results:

BIDDER	BASE BID AMOUNT
Keeler Construction	\$69,850.00
Pooler Enterprises	\$71,300.00
Villager Construction	\$210,000.00
Nardozzi Paving & Construction	\$474,000.00

and

WHEREAS, the Town's Project Engineer at Labella Associates and the Director of Parks and Recreation have reviewed and tabulated the bids and found no discrepancies in the bids; now, therefore, be it

RESOLVED that it is the recommendation of the Project Engineer and the Director of Parks and Recreation that Keeler Construction meets all specifications as defined in the bid documents; and, further

RESOLVED that pending completion of items called for in the Contract Documents including any insurance certificates and bonding, that Keeler Construction be awarded this bid at a total cost of Sixty-Nine Thousand Eight Hundred Fifty dollars (\$69,850.00) for the purchase and installation of said items in the Bid to be paid from the Budget Line-item A.7110.400 ARP; and further

RESOLVED that a copy of this resolution be forwarded to the Director of Parks and Recreation, Project Engineer LaBella Associates, Director of Finance, Town Clerk, and Keeler Construction.

#7

RESOLUTION NO. AWARD OF BID – 2022 PUMP STATION IMPROVEMENTS PHASE 1 (PS-7)

WHEREAS, the Town Board of the Town of Victor had identified the need for improvements to the Town of Victor Consolidated Sewer District consisting of replacement of pump stations PS-5 (Gypsum Mills), PS-7 (East Victor), and , and PS-11 (County Road 9) and installation of backup generators at pump stations PS-7, PS-12, PS-16, PS-32, and all ancillary and related work required in connection therewith; and

WHEREAS the Town Board previously determined that the 2022 Pump Station Improvements project constitutes an "Unlisted Action" per Section 617.2(al) of the SEQRA regulations; and based on its careful and comprehensive review of the MPR and the Short EAF, the Town Board determined that the project does not pose a potential significant adverse impact to the environment, and therefore a Negative Declaration was issued for the Project on May 9, 2022 (Resolution 173); and

WHEREAS, the Town Clerk advertised an invitation to bid on 2022 Pump Station Improvements – Phase 1 (PS-7) project which consists principally of the replacement of an existing pump station with a new 8' diameter submersible pump station & 6' x 6' valve vault. The project also includes the installation of approximately 55 linear feet of 4-inch force main, installation of approximately 8 linear feet of 12-inch gravity sewer, installation of a new generator and generator pad, installation of a new control panel, installation of a light stone swale, installation of a driveway area around the pump station. Alternative 1: This portion consist principally of replacing the existing 6" ACP forcemain from the intersection at East Victor Road to the receiving manhole at the intersection of McMahon Rd with approximately 600 linear feet of 6" directionally drilled HDPE forcemain, installation of 2 air release valves, and the abandonment of approximately 600 linear feet of ACP forcemain; and

WHEREAS, on Thursday, September 22 at 9:00 AM all bids were opened and read publicly with the following results:

Bidder	Bid
Dakksco Pipeline Corp	\$699,944.00
CP Ward	\$703,000.00
Villager	\$710,000.00
Rochester Pipeline	\$781,000.00
Over & Under Piping Contractor	\$791,000.00

and

#7

WHEREAS, the Town Engineer has reviewed the submitted bids and recommends that this Contract be awarded to the low bidder, Dakksco Pipeline Corp. in the amount of Six Hundred Ninety-Nine Thousand Nine Hundred Forty-Four dollars (\$699,944.00); now, therefore, be it

RESOLVED that the bid for the 2022 Pump Station Improvements – Phase 1 (PS-7) project be awarded to Dakksco Pipeline Corp. in the amount of Six Hundred Ninety-Nine Thousand Nine Hundred Forty-Four dollars (\$699,944.00) to be paid from the 2022 Budget Line item SS.8120.400 Sanitary Sewers.Contractual; and further

RESOLVED that a copy of this resolution be forwarded to Dakksco Pipeline Corp, C. P. Ward Inc., Villager Construction Inc., Rochester Pipeline, Over & Under Piping Contractor, LaBella PC, Finance Director, Stormwater Program Manager, Highway Superintendent, and the Town Clerk.

#8

RESOLUTION NO. SET PUBLIC HEARING - 2022 SPECIAL ASSESSMENT ROLL TO COLLECT SEWER DISTRICT CAPITAL RECOVERY CHARGE, SEWER DISTRICT CAPITAL IMPROVEMENT COSTS, LIGHTING DISTRICT O&M COSTS AND CENTRAL WATER DISTRICT CAPITAL IMPROVEMENT COSTS BASED ON BENEFIT FORMULAS

WHEREAS, the Victor Consolidated Sewer District ("Sewer District") has previously incurred capital debt and the annual interest and principal payments will be due; and

WHEREAS, the Sewer District will incur additional capital expenses through capital improvements including engineering fees; and

WHEREAS, the collection of funds in the amount of Seven Hundred Forty-Six Thousand One Hundred Eighty dollars (\$746,180.00) is necessary to cover the Sewer District expenses in 2022 and

WHEREAS, the Victor Central Water District ("Water District") has previously incurred capital debt and the annual interest and principal payments will be due; and

WHEREAS, the collection of funds in the amount of Sixteen Thousand Three Hundred Seven dollars (\$16,307.00) is necessary to cover the Water District expenses in 2022; and

WHEREAS, the Town will also incur operation and maintenance (O&M) costs for respective Lighting Districts in 2022; and

WHEREAS, it is necessary for the Town to collect funds to cover said Sewer District expenses, Water District expenses, and Lighting Districts O&M costs; and

WHEREAS, all property owners in the Sewer District and Water District benefit from said districts and must contribute to the repayment of the district's capital debt and capital improvements in accord with the benefit received; and

WHEREAS, the Board seeks to collect a Capital Recovery Charge ("CRC") from all property owners within the Sewer and Water Districts through a benefit-based special assessment; and

WHEREAS, the Town Board has directed the Assessor to compute the CRC charge for the Sewer District on the 2022 Special Assessment Roll by applying a benefit formula where one-third of this charge is based on water consumption, one-third on property use and the last one-third on acreage; and

WHEREAS, the Town Board has directed the Assessor to compute the CRC charge for the Water District on the 2022 Special Assessment Roll by applying a benefit formula where one half of this charge will be applied as an ad valorem levy to the entire District and the other one half of this charge will be applied as an ad valorem levy just to the Northeast Quadrant Water District

#8

Extension. Also a meter surcharge will be levied on all meter sizes greater than 5/8" and on all additional 5/8" meters numbering more than one per tax parcel, and

WHEREAS, each Lighting District's O&M costs will be spread over each respective lighting district as established when each lighting district was approved or revised since its inception; and

WHEREAS, the Town's budgeted tax levy amount for each lighting district is:

Brookwood Meadows Light	\$2,370.00
Cobblestone Light	\$31,740.00
Quail Ridge Light	\$6,560.00
Rolling Meadows Light	\$6,864.00
Fairways Light	\$8,096.00
Stoneleigh Light	\$407.00

WHEREAS, the Assessor has prepared and presented a 2022 Special Assessment Roll to the Town Board; and

WHEREAS, it is necessary to hold a public hearing on the 2022 Special Assessment Roll; and it is hereby

RESOLVED that Public Hearing regarding the 2022 Special Assessment Roll shall be held on Monday, October 24, 2022, at 7:00 p.m. at the Victor Town Hall, 85 E. Main Street, Victor, NY or live streamed via YouTube; and be it further

RESOLVED that the Town Clerk advertise for said Public Hearing and notice all property owners within the Districts in a manner consistent with law; and be it further

RESOLVED that a copy of this Resolution be provided to the Town Assessor, Town Clerk, and the Finance Office.

#9

RESOLUTION NO. SET PUBLIC HEARING DATE - 2023 BUDGET

WHEREAS, on October 11, 2022 the Town Clerk presented the Town Board with the 2023 Tentative Budget; and

WHEREAS, on October 11, 2022 the Town Board approved the 2023 Tentative Budget thereby becoming the 2023 Preliminary Budget filed with the Town Clerk; now, therefore, be it

RESOLVED that a Public Hearing regarding the 2023 Preliminary Budget shall be held on Monday, October 24, 2022 at 7:00 PM at the Victor Town Hall, 85 East Main St., Victor, New York or live streamed via YouTube; and further

RESOLVED that the Town Clerk is hereby directed to advertise for said Public Hearing in a manner consistent with law; and further

RESOLVED that a copy of this resolution be forwarded to the Finance Department, Town Clerk, and the Assessor.

#10

RESOLUTION NO. 2023 SHARED SERVICES AGREEMENT - ONTARIO COUNTY SOIL AND WATER CONSERVATION DISTRICT

WHEREAS, in an effort to comply with the Shared Services Initiative, Ontario County and the Town of Victor have identified an opportunity to share professional services; and

WHEREAS, the Ontario County Soil and Water Conservation District has been identified as having the appropriate services needed for the Town of Victor; now, therefore be it

RESOLVED that the Town Board authorizes the Supervisor to enter into an agreement with the Ontario County Soil and Water Conservation District for Professional Services, for a two-year period from January 1, 2023 to December 31, 2024, under the terms and conditions as provided for in the 2023 contract identified as Schedule A and kept in the subject matter file in the Town Clerk's Office, at a rate of Fifty dollars (\$50.00) per hour, said fees will be charged to the 2023 Budget line item B.8020.400 Planning.Contractual; and further be it

RESOLVED that a copy of this Resolution be forwarded to Megan Webster, Ontario County Soil and Water Conservation District; Finance Director, Project Coordinator, Town Clerk, and Stormwater Program Manager.