

Town of Canandaigua

5440 Routes 5 & 20 West
Canandaigua, New York 14424

CITIZENS' IMPLEMENTATION COMMITTEE MEETING

MINUTES

TUESDAY, MARCH 19, 9:00 A.M.

Committee Members Present: Gary Davis Doug Finch
 Oksana Fuller Ray Henry
 Kelly LaVoie Joyce Marthaller
 Kevin Reynolds Tom Schwartz
 Pat Venezia Sarah Reynolds
 Karen Parkhurst

Recording Secretary: Susan Koss

Town Representatives: Eric Cooper, Planner

Guests: Sal Pietropaolo, Bill Leigh, Donna West, Saralinda Hooker

▪ Call to Order by the Chairperson

The meeting commenced at 9:00 a.m.

▪ Introduction of Guests by the Chairperson

▪ Approval of Past Minutes

The approval of the 02/05/19 and 02/19/19 CIC Minutes was motioned by Joyce Marthaller and seconded by Gary Davis. All members were in favor.

▪ Privilege of the Floor

▪ Report of the Development Office

Sarah Reynolds opened the meeting at 9:00 a.m. and announced that the Uptown Feasibility Study had been adopted at the Town Board Meeting the night before. Samantha Herberger, of Bergman, delivered a brief presentation to the Town Board and audience. There was a discussion about the next steps for the Uptown Study. The CIC needs to go back and take a look at Phase I and prioritize the Action Steps, piece by piece. The question regarding the nature of the CIC's involvement was raised. It was suggested that the Economic Development Committee and CIC consider dovetailing their meetings next month to allow for any interested members from the CIC who may

wish to participate in the Economic Development Committee meeting to do so. It was suggested that perhaps the Economic Development Committee meeting would begin shortly after the CIC meeting.

Sarah has invited some representatives of the Parks and Rec Committee to the next CIC meeting to talk about the implementation of the Parks Master Plan to date.

A kick-off meeting for the Comprehensive Plan Update has been scheduled for Wednesday, March 27th, at 6pm in the Onnalinda Conference Room. Eric Cooper has been working on gathering people (who have expressed interest) to form a Project Team. Eric has received some emails from people expressing interest and is very optimistic and excited to get started. The big item is the Public Engagement Plan, which will be the biggest part of the Update. This involves obtaining as much input from the public as possible and will be one of the major focuses of the Project Team.

- There was a brief discussion about how often the meetings will be held, as well as the location. The meetings may need to rotate (time of day and days of the week), depending on people's schedules. More will be known once the interested parties attend the meeting and make their availability known. Referrals from the Town Board
- Old Business
- New Business

The Local History Team provided an update on the work they have been doing since their last attendance at CIC. Member Donna West was in attendance and introduced herself. Donna has been a member of the Local History Team since its inception. Saralinda Hooker stated that the Team has heard from five interested people who have expressed an interest in joining the History Team. They (the Team) have been very busy, active, and ambitious. They have been working on a grant with BERO Architecture. The Local History Team has more than doubled its size in membership with the recent addition of new members. Jared Simpson, a teacher at Canandaigua Academy (and Middle School?), is interested in taking on a project involving middle and high school history students who are interested in participating in an Oral History Project. Jared is working on how best to fit that into the curriculum at either the middle or high school level. The idea is to pair students up with residents who are willing to be interviewed about their memories of growing up in Canandaigua and their family history.

One of the major items the Local History Team has been working on is the Reconnaissance Level Survey of historic properties in Town. It is roughly at the halfway point. This is Phase 1 of a two-phase project. They had expected to go right into a grant application for Phase 2; however, the Preservation League of New York has a rule that any outstanding grant must be finished before an application can be

made for another. The Team plans to apply next year at this time. They are expecting to get grant reports at (first) the 50%, then 80%, and then 100% level. It is anticipated that the Report will be completed (in entire draft form) by the end of June. They would like to have a public presentation by the person at BERO Architecture who has been working on it by late Summer 2020, if possible. The grant application for Phase 2 will be submitted in Winter/Spring 2020. Phase 1 is essentially a historical background and context about the Town of Canandaigua.

The Local History Team has been continuing to submit monthly newsletter articles. A new feature for the Town website is a series of short video clips that were generated from a DVD called "West Lake Legacy", a history of West Lake Road (and specific sites).

Another project the Team has been working on is the historic maps of the Town. There are presently six historic maps in digital form on the Town's website from 1852 – 1977. Each map has dots representing the location of the homes, and some have dots representing the name of the owner. The maps were displayed at the Town Highway Open House in June 2018. The Team is looking into the possibility of creating reproductive prints that can be displayed in the Town Hall.

Oksana Fuller had heard that the History Team was talking about calling the farms in a couple of months. She sent an email to John Knopf asking for a history of the farm, and he said he would be happy to provide it.

The Local History Team has had much discussion on the importance of agricultural history and the state-wide program that recognizes century and bicentennial farms, under which family farms that have been in operation for the last 100 years and are still in operation within the same family may apply for recognition at the state level. This was followed by a discussion about the possibility of having a local rather than state-wide program, wherein the requirements can be made a little softer. The thought is that the application process would be easier, as well, which would be likely to attract more farmers.

There was a brief discussion about a historic trail.

Sarah announced the news that the NRI (Natural Resources Inventory) Resolution was also adopted at the previous night's Town Board meeting. They will work with LaBella on the update, going right along with the Open Space Master Plan.

There was a discussion about Cheshire and the sewers. The Income Survey is completed. They do not yet have the report/write-up. The community meeting needs to be scheduled for some time in April. The gentleman from G&G Municipal Consulting, who conducted the Survey, will be invited. The Comprehensive Plan will

be a topic of conversation at the meeting. Hopefully, the residents of Cheshire will be interested in becoming involved.

Other topics will include neighborhood commercial zoning and sidewalks. There are plenty of design improvements along Route 21 in Cheshire that potentially could be made to make it more pedestrian-friendly and more livable.

There was a brief discussion about the Town's PDR application window that is being opened again in May.

■ Member Reports (if any)

- Planning Board
- Zoning Board
- Environmental Conservation Board

The ECB is hosting a Partnering With Trees Workshop on Wednesday, April 24, 2019, from 6:00 – 7:30 pm in the Onnalinda Conference Room at the Town Hall. White spruce trees will be handed out at the Tree Giveaway Program that evening. A flyer will be attached to the Newsletter and information is available on the Town's calendar and Facebook Page.

Commented [sr1]: I think this belongs with the info on the Tree Workshop for April 24th. I don't believe there was a tree giveaway at the spaghetti dinner.

- Agricultural Advisory Committee
- Complete Streets Committee
- Drainage Committee
- Economic Development Team

The Economic Development Team is still working on a name for the LDC. They are also working on revising their Mission Statement. The Team will also work on the Uptown Study. Plans are to form small committees to concentrate on the different priorities in Phase 1.

Plans include organizing a BID for the Uptown, BRE (Business Retention and Expansion) visits will be scheduled. A trip to AKOUSTIS is being planned.

- Environmental Committee

The Environmental Committee is hosting a Recycling Event at the Wood Library in conjunction with their Earth Day activities.

- Finance Committee
- Local History Team
- Parks & Recreation Committee

The Parks and Highway Departments have started work on Outhouse Park West. Work is being done to fill in the low part where the road is going to be established.

The walk-in fee at Onanda Park has been eliminated for all Canandaigua Schools field trips.

A new fee structure for the park buildings is in place, which will give Town residents a break.

Dennis Brewer retired from his position of Director of Parks and Recreation effective March 18, 2019. Dennis will continue to work for the Town in the part-time position of Recreation Specialist. He first began working for the Town of Canandaigua in 1990. Congratulations, Dennis, and thank you for your service!

- Planning Committee
- Special Events Committee

The Cheshire Community Action Team is hosting a Spaghetti Dinner Fundraiser on Friday, March 29th, from 4 – 7pm at the Cheshire Volunteer Fire Department. Tickets are \$10 and may be purchased at the door or from Oksana Fuller.

The Events Committee has decided to establish a regular meeting schedule. Meetings will be held on the second Friday of each month at 8:00 am in the Oriana Conference Room.

The Committee will soon begin working on the 4th of July Parade float. Plans are to use the Town truck with the big, long trailer. The theme will be a summer scene, complete with wind surfers, kayaks, paddleboards, and more.

- Adjournment

The meeting was adjourned at 10:08 a.m.

- Next meeting: Tuesday, April 2, 2019

- Topic: Parks Master Plan Imp./Rec Programs