

**Canandaigua Town Board  
Meeting Agenda for  
April 17, 2023  
6:00pm – Onnalinda Room**

- Call To Order and Pledge of Allegiance
  - Pledge led by Supervisor Jared Simpson
- Roll Call
  - Town Clerk Confirmation meeting was properly advertised
- Circulation of Written Communications and Correspondence – Attachment 1
  - Email regarding the passing of local developer Jim Volpe – March 28, 2023
  - Card from a resident expressing support for the Town and employees – March 30, 2023
  - Notice from YouTube regarding their removal of certain Town content on its site – March 30, 2023
  - Correspondence related to a “first amendment audit” – multiple formats and dates
    - Multiple email and voicemail messages from multiple individuals. See attachment 1 for complete details and all correspondence.

➤ Privilege of the Floor

➤ Priority Business

➤ Presentations

➤ Public Hearings

*Continued Public Hearings:*

- None

*New Public Hearings:*

- None

- Reports of Town Officials and Department Heads – Attachment 2
  - A. Highway / Water Superintendent
  - B. Assessor
  - C. Historian
  - D. Town Clerk
  - E. Planner
  - F. Human Resources & Parks Coordinator
  - G. Town Manager
  - H. Supervisor / Deputy Supervisor
    - 1. Monthly Financial Reports
      - a. Revenue & Expense Report and Cash Summary Report

**ZOOM MEETING INFORMATION:**

Please register in advance of this meeting using the following link:

[https://us02web.zoom.us/join/ztYqC-GtqTotH92PBu15q7\\_hCirh9kEvA6VV](https://us02web.zoom.us/join/ztYqC-GtqTotH92PBu15q7_hCirh9kEvA6VV)

After registering, you will receive a confirmation email containing information about joining the meeting.

*Please be aware all participants will be muted upon entry to the meeting and will only be able to speak after being acknowledged. Participants should use the “raise hand” feature or the chat box to request to speak. No screen sharing will be permitted. All meetings are recorded. Individuals will be removed from the meeting for inappropriate behavior.*

- b. Overtime Report – All Departments
- c. Overtime Report – Highway & Water

➤ Reports of Committees, Boards and Commissions (as needed)

A. Town Board Committees

- a. Finance – Chairperson Adeline Rudolph / Vice Chairperson David Sauter
- b. Planning & Public Works – Chairperson Terry Fennelly / Chairperson John Casey  
Vice Chairperson John Casey
- c. Ordinance – Chairperson John Casey / Vice Chairperson Adeline Rudolph
- d. Economic Development – Chairperson David Sauter / Vice Chairperson Jared Simpson

B. Planning Board - Chairperson Chuck Oyler

C. Zoning Board of Appeals – Chairperson Chip Sahler

D. Environmental Conservation Board – Chairperson Kimberly Burkard

E. Citizens' Implementation Committee – Chairperson Shawna Bonshak

F. Parks & Recreation Committee – Chairperson Mark MacNeil

G. Special Events Committee - Chairperson Oksana Fuller

H. Agriculture Committee - Chairperson Bob DiCarlo

I. Cemetery Committee – Chairperson Karen DeMay

J. Project Teams (quarterly only)

- a. Affordable Housing & Transportation Project Team – Chairperson Karen Parkhurst
- b. Conservation Easement Project Team – Chairperson Sarah Reynolds
- c. Local History Project Team – Chairpersons Leif HerrGessell & Ray Henry
- d. Tree Team – Chairperson Dennis Brewer

➤ Privilege of the Floor

➤ Resolutions and Motions

*Continued Resolutions:*

*None*

*New Resolutions:*

**FINANCE**

- Resolution No. 2023 – 095: Acceptance of the Monthly Financial Reports
- Resolution No. 2023 – 096: Acknowledgement and Authorization of Budget Transfers by Town Manager
- Resolution No. 2023 – 097: Budget Transfer Authorization
- Resolution No. 2023 – 098: Authorization for Town Manager to Execute Health Insurance Services for the 2023-2024 Renewal Cycle
- Resolution No. 2023 – 099: Adoption of the Town of Canandaigua Fiscal Operations Policy
- Resolution No. 2023 – 100: Petty Cash for Parks and Recreation
- Resolution No. 2023 – 101: Amendments to 2023 Fee Schedule

**PLANNING / PUBLIC WORKS**

- Resolution No. 2023 – 102: Authorize Purchase of New Tandem Axle Truck with Snowplow Equipment
- Resolution No. 2023 – 103: Authorize Purchase of Arrow Gold GPS Equipment and Accessories

- Resolution No. 2023 – 104: Approving Agreement with Electro Scan Inc for Inspection of the Canandaigua Consolidated Water District Water Main
- Resolution No. 2023 – 105: Accepting Proposal from MRB Group for the GIS System Update and Copper and Lead Service Line Inventory
- Resolution No. 2023 – 106: Accepting Proposal from MRB Group for Professional Services for Design of Sidewalks along North Road
- Resolution No. 2023 – 107: Accepting Proposal from MRB Group Professional Services for Design of Outhouse Road with Complete Streets
- Resolution No. 2023 – 108: Town of Canandaigua Transfer Station Facility Project – SEQR Lead Agency and Determination of Significance

#### **ORDINANCE**

- Resolution No. 2023 – 109: Setting a Public Hearing to for a Local Law to Amend Town Code Chapter 174-19 Subdivision of Land – Lot Size and Arrangement; and SEQR Intent to Declare Lead Agency
- Resolution No. 2023 – 110: Setting a Public Hearing to for a Local Law to Amend Town Code Chapter 220-9.1 Short Term Rentals; and SEQR Intent to Declare Lead Agency

#### **ECONOMIC DEVELOPMENT / GENERAL**

- Resolution No. 2023 – 111: Authorization to Proceed with Mixed Use Zoning Application, Referral to Planning Board for Advisory Report
- Resolution No. 2023 – 112: Acknowledging 2022 Annual Court Report
- Resolution No. 2023 – 113: Accepting Resignation of Code Enforcement Officer
- Resolution No. 2023 – 114: Accepting Resignation of Town Planner
- Resolution No. 2023 – 115: Accepting Resignation of Motor Equipment Operator Lite
- Resolution No. 2023 – 116: Accepting Resignation of Part Time Clerk
- Resolution No. 2023 – 117: Accepting Resignation of Planning and Zoning Board Secretary
- Resolution No. 2023 – 118: Appointment of Code Enforcement Officer
- Resolution No. 2023 – 119: Appointment of Part Time Planner
- Resolution No. 2023 – 120: Appointment of Seasonal Parks Laborers
- Resolution No. 2023 – 121: Appointment of Planning Board Alternate Member
- Resolution No. 2023 – 122: Appointment of Parks and Recreation Committee Member
- Resolution No. 2023 – 123: Authorizing Town Manager to Hire for Full Time Clerk for Highway
- Resolution No. 2023 – 124: Authorizing Town Manager to Create Additional Lifeguard Positions
- Resolution No. 2023 – 125: Authorization to Allocate Unassigned Fund Balance to Capital Projects H38-Complete Streets and H39-Highway Road Improvements
- Resolution No. 2023 – 126: Accepting Winter Maintenance Agreement between the Town of Canandaigua and the Town of Hopewell and Authorizing the Highway Superintendent to Execute Agreement

#### **RESOLUTION NO. 2023 – 095: ACCEPTANCE OF THE MONTHLY FINANCIAL REPORTS**

**WHEREAS**, the Town Board is responsible for the general oversight of the Town’s operations and finances; and

**WHEREAS**, the Town Supervisor, as Chief Financial Officer, is responsible for providing financial reports to the Town Board; and

**WHEREAS**, the Town Supervisor has provided the Town Board with hard copies and electronic copies of this month's 2023 Monthly Revenue/Expense Control Report, the Highway/Water Department Overtime Report and All Department Overtime Report; and

**NOW THEREFORE BE IT RESOLVED**, the Canandaigua Town Board hereby confirms receipt and acceptance of these items.

Attachment 2

**RESOLUTION NO. 2023 – 096: ACKNOWLEDGEMENT AND AUTHORIZATION OF BUDGET TRANSFERS BY TOWN MANAGER**

**WHEREAS**, the Town of Canandaigua Town Board (herein after referred to as "Town Board") has authorized the Town Manager and/or Clerk (Finance) to make interfund transfers in an amount less than \$5,000.00 by Resolution No. 2023-015; and

**WHEREAS**, the Town Manager and/or Clerk (Finance) have made budget transfers to compensate for expenses that exceeded the budgeted amount; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby acknowledges and authorizes these budget transfers; and

**BE IT FINALLY RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Clerk (Finance).

Attachment 3

**RESOLUTION NO. 2023 – 097: BUDGET TRANSFER AUTHORIZATION**

**WHEREAS**, the Town Board of the Town of Canandaigua (herein after referred to as the "Town Board") is aware that adjustments will need to be made within the Highway Budget to purchase a new snowplow truck that has been on order for twenty-two months; and

**WHEREAS**, the Town Board had encumbered the funds from the 2021 budget to the 2022 budget for the purchase of the snowplow truck and at 2022 year-end, moved the funds from DA100.5130.200 into the 2023 unappropriated fund balance line DA100.0915; and

**WHEREAS**, the Town Board wishes to approve a budget transfer within the Highway Budget of \$ 245,559.71 from the unassigned fund balance (DA.100.0915) to Machinery Capital Equipment (DA 100.5130.200); and

**NOW THEREFORE BE IT RESOLVED**, the Town Board hereby directs the Budget Officer and Finance Clerk II to make the following budget transfer entries into the Town of Canandaigua accounting system to amend the 2023 Town budget.

Increase: DA 100.5130.200 Machinery.Capital Equipment	\$ 245,559.71
Decrease: DA 100.0915.000 Unappropriated Fund Balance	\$ 245,559.71

**BE IT FINALLY RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Budget Officer and Finance Clerk II.



**RESOLUTION NO. 2023 – 098: AUTHORIZATION FOR TOWN MANAGER TO EXECUTE HEALTH INSURANCE SERVICES FOR THE 2023-2024 RENEWAL CYCLE**

**WHEREAS**, the Town Board of the Town of Canandaigua (herein after referred to as “Town Board”) wishes to extend health insurance coverage options to Town of Canandaigua employees; and

**WHEREAS**, the Town Board with the assistance of the Town Manager and the HR Coordinator have evaluated health insurance options; and

**WHEREAS**, the Town Manager and HR Coordinator are recommending continuing using Matson & Kellogg as their health insurance broker for the 2023-2024 plan year and to offer the Bronze 4 and Silver 2 health plans, and the Gold 17 plan as a replacement for the Gold 18 plan that is no longer being offered; and

**WHEREAS**, the Town Manager is recommending the contribution strategy stay the same as previous years for the 2023-2024 plan year for Town of Canandaigua employees to be paid by the employee as follows:

Bronze 4 – 5% of the new premium + 10% of the increase from prior year  
Silver 2 – 10% of the new premium + 10% of the increase from prior year  
Gold 17 – employee is responsible for all costs over and above the Town’s contribution amount equal to those amounts contributed by the Town for the Silver 2 plan; and

**WHEREAS**, the Town Manager is recommending the same HSA/HRA contribution as the previous year for the 2023-2024 plan year to be paid as follows:

Bronze 4 -	Single: \$2,500	S&S: \$5,000	S&C: \$5,000	Family: \$5,000	HSA
Silver 2 -	Single: \$1,500	S&S: \$3,000	S&C: \$3,000	Family: \$3,000	HSA
Gold 17-	Single: \$1,100	S&S: \$2,200	S&C: \$2,200	Family: \$2,200	HRA

**WHEREAS**, the total estimated cost to the Town for the 2023-2024 plan year \$409,697.45 (including all costs associated with medical coverage and HRA/HSA contributions) and the 2023 Adopted Town of Canandaigua budget included a total amount of \$449,325; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby approves the recommendation to use Matson & Kellogg for broker services, to offer the Bronze 4, Silver 2, and Gold 17 health plans and the contribution strategy suggested for the time period July 1, 2023 through June 30, 2024, and the Davis Vision Renewal; and

**BE IT FURTHER RESOLVED**, the Town Board of the Town of Canandaigua hereby directs the Town Manager to execute any and all documents relative to the Health Insurance Services identified and approved as part of this resolution; and

**BE IT FURTHER RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Human Resources and Payroll Coordinator, the Town Manager, and the Finance Clerk.

**RESOLUTION NO. 2023 – 099: ADOPTION OF THE TOWN OF CANANDAIGUA FISCAL OPERATIONS POLICY**

**WHEREAS**, Pursuant to General Municipal Law (§104, §806, §64), the Canandaigua Town Board has authority to create policies and procedures for the Town; and

**WHEREAS**, the Town Board directed the Town Manager to draft a new Town policy that would incorporate and replace the Budget Development Policy; and

**WHEREAS**, the Town Manager and the Town Supervisor together have prepared a draft Town of Canandaigua Fiscal Operations Policy and are recommending the Town Board adopt this policy, which would replace the Budget Development Policy; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board hereby adopts the Town of Canandaigua Fiscal Operations Policy to replace the Budget Development Policy and directs the Town Clerk to post and maintain this policy in the designated folder on the shared (m) drive on the network and on the Town's website and also to remove the Budget Development Policy from those same locations; and

**BE IT FURTHER RESOLVED**, the Town Board directs the Town Clerk and Town Manager to maintain updated copies of the "Administrative Manual: Town of Canandaigua Policies" for reference as may be required; and

**BE IT FINALLY RESOLVED**, the Town Board directs the Town Manager to administer the implementation of the Fiscal Operations Policy.

Attachment 6

**RESOLUTION NO. 2023 – 100: PETTY CASH FOR PARKS AND RECREATION**

**WHEREAS**, Pursuant to Town Law, §64 (1-a) the Town Board establishes petty cash accounts for individual Town Departments; and

**WHEREAS**, after careful evaluation from the last two summer seasons the Parks and Recreation Coordinator is requesting an increase in petty cash funds from \$250 to \$350 to ensure adequate funds at the Park; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby sets the petty cash amount for the Parks and Recreation Coordinator or Town Manager (for Parks) to \$350; and

**BE IT FINALLY RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Finance Clerk II and the Town Manager.

**RESOLUTION NO. 2023 – 101: AMENDMENTS TO 2023 FEE SCHEDULE**

**WHEREAS**, there are several items in the Town of Canandaigua 2023 Fee Schedule that need to be edited across multiple departments; and

**WHEREAS**, Highway & Water Superintendent has identified a need to change the water rate for the Town of Hopewell, Town of Farmington, and Town of Gorham on the Town of Canandaigua Fee Schedule to reflect a decrease in the water rate from \$2.29 per 1,000 gallons of water usage to \$2.26952 per 1,000 gallons of water usage; and

**WHEREAS**, the Town Clerk's office is suggesting the removal of documents in any disc format as the Town does not have a device to create or read discs; and

**WHEREAS**, the Town Clerk's office has identified the need to add 64 GB Flash Drive at the cost of \$9.98; and

**WHEREAS**, the Town Clerk's office has identified the need to note on the Town's Fee Schedule that all cabins and King Hall will open for the season on May 1; and

**WHEREAS**, the Highway & Water Superintendent and Town Clerk are recommending the above detailed amendments to the 2023 Adopted Fee Schedule; and

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Canandaigua has reviewed these recommendations and hereby approves this amendment to the adopted 2023 Fee Schedule effective April 17, 2023.

Attachment 7

**RESOLUTION NO. 2023 – 102: AUTHORIZE PURCHASE OF NEW TANDEM AXLE TRUCK WITH SNOWPLOW EQUIPMENT**

**WHEREAS**, the 2013 Mack tandem axel truck and snowplow equipment is scheduled to be replaced in 2024 according to the Town of Canandaigua Vehicle Replacement Policy and Long-term Capital Plan; and

**WHEREAS**, the Highway Superintendent has been in discussions with Regional International about the issues of the long lead time for delivery of equipment of new snowplow trucks; and

**WHEREAS**, the Highway Superintendent has discussed with the Planning & Public Works Committee about the concerns of receiving a new plow truck in 2023 and the committee agrees with the Highway Superintendent to place the order with Regional International for the purchase of one snowplow truck in April 2023 associated with the 2024 purchase; and

**WHEREAS**, the Highway Superintendent is seeking authorization to initiate this purchase now due to a long wait time associated with this order; and

**WHEREAS**, the plan for this purchase is included in the long-term capital plan for equipment, and it is anticipated that it will be included in the 2024 Town Budget in budget line DA100.5130.200; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby authorizes the purchase one (1) International HX 620 tandem axle truck with snowplow equipment to be paid from the budget line DA100.5130.200 for an amount not to exceed \$292,000.00 associated

with the 2024 Town of Canandaigua budget and authorizes the Highway Superintendent to execute the paperwork required to initiate this purchase; and

**BE IT FURTHER RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Highway Superintendent, the Finance Clerk, and the Town Manager.

Attachment 8

**RESOLUTION NO. 2023 – 103: AUTHORIZE PURCHASE OF ARROW GOLD GPS EQUIPMENT AND ACCESSORIES**

**WHEREAS**, the Highway and Water superintendent has determined that the current Topcon 5000 GPS tablet is no longer supported due to age of the windows software; and

**WHEREAS**, the Highway and Water superintendent after discussion with the Planning and Public Works Committee is recommending purchasing the Arrow Gold RTK GNSS receiver and accessories to replace the outdated equipment; and

**WHEREAS**, the cost to purchase the new equipment is \$ 8,685.00 to be paid from SW500.8397.200; and

**WHEREAS**, Land Logics Group is the sole source provider for this equipment; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby authorizes the purchase one (1) Arrow Gold GPS unit to be paid from the budget line SW500.8397.200 for an amount of \$ 8,658.00; and

**BE IT FURTHER RESOLVED**; the Highway and Water Superintendent is hereby authorized to execute the paperwork required to initiate this purchase.

Attachment 9

**RESOLUTION 2023 – 104: APPROVING AGREEMENT WITH ELECTRO SCAN INC FOR INSPECTION OF THE CANANDAIGUA CONSOLIDATED WATER DISTRICT WATER MAIN**

**WHEREAS**, The Water Superintendent and the Planning & Public Works Committee have been tasked with determining how to establish the life expectancy of the fifty-year-old water main; and

**WHEREAS**, the Water Superintendent presented to the Planning & Public Works Committee a technical services proposal from Electro Scan Inc. for them to conduct an inspection for the Town of Canandaigua using a patented low voltage conductivity technology to determine the condition of the water main for a total cost of \$60,000; and

**WHEREAS**, the information retrieved by Electro Scan Inc will be used to determine the condition of the walls of the pipe and with this data the Canandaigua Consolidated water district can then begin to plan for replacement of the water main; and

**WHEREAS**, the Water Superintendent and the Planning & Public Works Committee is recommending that the Town of Canandaigua Town Board approve this agreement; and

**WHEREAS**, the cost for this service has been allocated in the town budget expense line SW 500.8340.440 (Services and Maintenance) in the amount of \$ 60,000.00; and

**NOW, THEREFORE, BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby approves the technical services proposal with Electro Scan Inc., dated March 15, 2023 for a cost not to exceed \$60,000 and authorizes the Water Superintendent to sign the contract and any other required documentation; and

**BE IT FINALLY RESOLVED**, the Water Superintendent shall provide the Town Clerk with a full-executed copy of the contract for the Town's records.

Attachment 10

**RESOLUTION NO. 2023 – 105: ACCEPTING PROPOSAL FROM MRB GROUP FOR THE GIS SYSTEM UPDATE AND COPPER AND LEAD SERVICE LINE INVENTORY**

**WHEREAS**, the Town of Canandaigua Town Board (herein after referred to as "Town Board") has budgeted for the mandatory Environmental Protection Agency requirements for a lead and copper inventory of the Canandaigua Consolidated water district and the Bristol Water district # 1; and

**WHEREAS**, the Water Superintendent has discussed this with the Planning and Public Works Committee and has received a proposal from MRB Group to assist the Town of Canandaigua Consolidated water district and Bristol Water district # 1 with updating the Town's GIS programs in order to conduct a lead line inventory and obtain the necessary data to be completed by the deadline of December 31, 2023, per the EPA requirements; and

**NOW THEREFORE, BE IT RESOLVED**, the Town Board hereby accepts the proposal from MRB Group dated March 15, 2023, for the GIS system update and the lead service line inventory at a cost not to exceed \$37,900.00 to be paid from budget line SW500.8310.450 and authorizes the Water Superintendent to execute any and all documents associated with the proposal; and

**BE IT FURTHER RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Water Superintendent, the Finance Clerk II, and the Town Manager.

Attachment 11

**RESOLUTION NO. 2023 – 106: ACCEPTING PROPOSAL FROM MRB GROUP FOR PROFESSIONAL SERVICES FOR DESIGN OF SIDEWALKS ALONG NORTH ROAD AND AUTHORIZATION FOR TOWN MANAGER TO EXECUTE AGREEMENT**

**WHEREAS**, the Town of Canandaigua Town Board (herein after referred to as "Town Board") is aware that North Road in the Uptown region of the Town of Canandaigua is regularly used by pedestrians and other non-motorized users (often students from the Canandaigua Academy high school) and that there are not adequate pedestrian facilities available for those users on that road; and

**WHEREAS**, the Town of Canandaigua conducted a feasibility study of the Uptown area that included recommendations for improving walkability of the entire Uptown area including installing sidewalks along North Road to safely accommodate pedestrians; and

**WHEREAS**, has received a proposal from MRB Group dated March 29, 2023 for professional services to perform base mapping, survey, preliminary and final design of sidewalks for North Road in the Town of Canandaigua from County Road 28 and East Street at a cost of \$62,500.00; and

**NOW THEREFORE, BE IT RESOLVED**, the Town Board hereby accepts the proposal from MRB Group dated March 29, 2023 for services related to the design of sidewalks for North Road at a cost not to exceed \$62,500.00 to be paid from the Complete Streets Capital Project H38 and authorizes the Town Manager to execute any and all documents associated with the proposal; and

**BE IT FURTHER RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Highway Superintendent, the Finance Clerk II, and the Town Manager.

Attachment 12

**RESOLUTION NO. 2023 – 107: ACCEPTING PROPOSAL FROM MRB GROUP FOR PROFESSIONAL SERVICES FOR DESIGN OF OUTHOUSE ROAD WITH COMPLETE STREETS AND AUTHORIZATION FOR TOWN MANAGER TO EXECUTE AGREEMENT**

**WHEREAS**, the Town of Canandaigua Town Board (herein after referred to as “Town Board”) ; and

**WHEREAS**, has received a proposal from MRB Group dated April 4, 2023 for professional services to perform base mapping, survey, preliminary and final design of Outhouse Road in the Town of Canandaigua with complete streets at a cost of \$75,000.00; and

**NOW THEREFORE, BE IT RESOLVED**, the Town Board hereby accepts the proposal from MRB Group dated April 4, 2023 at a cost not to exceed \$75,000.00 to be paid from the Complete Streets Capital Project H38 and authorizes the Town Manager to execute any and all documents associated with the proposal; and

**BE IT FURTHER RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Highway Superintendent, the Finance Clerk II, and the Town Manager.

Attachment 13

**RESOLUTION NO. 2023 – 108: TOWN OF CANANDAIGUA TRANSFER STATION FACILITY PROJECT – SEQR LEAD AGENCY AND DETERMINATION OF SIGNIFICANCE RESOLUTION**

**WHEREAS**, the Town of Canandaigua Town Board (hereinafter referred to as Town Board) on April 17, 2023 declared its intent to be designated the Lead Agency for the Town of Canandaigua Transfer Station Facility Project (hereinafter referred to as Action) under the provisions of the State Environmental Quality Review (SEQR) Regulations; and

**WHEREAS**, the Town Board has provided written notices to this effect to the involved and interested agencies; and

**WHEREAS**, the Town Board has not received any written objections from the involved agencies to the Board's being designated as the lead agency under the SEQR Regulations; and

**WHEREAS**, the Town Board has previously determined that it is the most appropriate agency to insure the coordination of this Action and for making the determination of significance thereon under the SEQR Regulations; and

**NOW THEREFORE BE IT RESOLVED**, that the Town Board does hereby designate itself as the lead agency for the Action identified above herein; and

**BE IT FURTHER RESOLVED**, the Town Board has reviewed and accepted the completed Full Environmental Assessment Form Part 1 and Parts 2 and 3 prepared by the Town Engineer (MRB Group); and

**BE IT FURTHER RESOLVED**, the Town Board has given consideration to the criteria for determining significance as set forth in Section 617.7(c) (1) of the SEQR Regulations and the information contained in Full Environmental Assessment Form Parts 1, 2, and 3.

**NOW THEREFORE BE IT FINALLY RESOLVED**, that said Action **WILL NOT** result in any significant adverse environmental impacts based on the review of the Full Environmental Assessment Form, and that the Town Board does hereby make a Determination of Non-Significance on said Action, and the Town Supervisor is hereby directed to sign the Full EAF Part 3 (Negative Declaration) as evidence of the Town Board's determination of environmental non-significance.

**BE IT FINALLY RESOLVED**, the Town Clerk is hereby directed to provide a copy of this resolution to the Town Manager, Water Superintendent, and the Town Engineer.

Attachment 14

**RESOLUTION NO. 2023 – 109: SETTING A PUBLIC HEARING TO ADOPT A LOCAL LAW TO AMEND TOWN CODE CHAPTER 174-19 SUBDIVISION OF LAND – LOT SIZE AND ARRANGEMENT; AND SEQR INTENT TO DECLARE LEAD AGENCY**

**WHEREAS**, the Town Board of the Town of Canandaigua (herein after referred to as "Town Board") is considering the adoption of a local law to amend Town Code Chapter 174-19 Subdivision of Land – Lot Size and Arrangement; and

**WHEREAS**, the Town Board seeks to hold a Public Hearing to obtain public input on this proposed action; and

**WHEREAS**, the Town Board wishes to refer the proposed draft to the Ontario County Planning Board, the Town of Canandaigua Planning Board, and the Environmental Conservation Board; and

**WHEREAS**, the Town Board intends to determine said law change is classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

**WHEREAS**, the Town Board intends to declare itself as the Lead Agency on the proposed action; and



**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Canandaigua hereby establishes a public hearing to obtain public input as it considers a proposed local law to amend Town Code Chapter 174-19 to be held on May 15, 2023 at 6:00 pm at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424 and also via Zoom videoconferencing; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide notice of said public hearing and to provide a copy of this resolution to the Town Manager's Office.

Attachment 15

**RESOLUTION NO. 2023 – 110: SETTING A PUBLIC HEARING TO ADOPT A LOCAL LAW TO AMEND TOWN CODE CHAPTER 220-9.1 SHORT TERM RENTALS; AND SEQR INTENT TO DECLARE LEAD AGENCY**

**WHEREAS**, the Town Board of the Town of Canandaigua (herein after referred to as "Town Board") is considering the adoption of a local law to amend Town Code Chapter 220-9.1 Short Term Rentals to further define and clarify policies and procedures; and

**WHEREAS**, the Town Board seeks to hold a Public Hearing to obtain public input on this proposed action; and

**WHEREAS**, the Town Board wishes to refer the proposed draft to the Ontario County Planning Board, the Town of Canandaigua Planning Board, and the Environmental Conservation Board; and

**WHEREAS**, the Town Board intends to determine said law change is classified as an Unlisted Action under the SEQR Regulations per §617 of the NYS Department of Environmental Conservation Law; and

**WHEREAS**, the Town Board intends to declare itself as the Lead Agency on the proposed action; and

**NOW THEREFORE BE IT RESOLVED**, that the Town Board of the Town of Canandaigua hereby establishes a public hearing to obtain public input as it considers a proposed local law to amend Town Code Chapter 220-9.1 to be held on May 15, 2023 at 6:00 pm at the Canandaigua Town Hall located at 5440 Route 5 & 20 West, Canandaigua, NY 14424 and also via Zoom videoconferencing; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide notice of said public hearing and to provide a copy of this resolution to the Town Manager's Office.

Attachment 16

**RESOLUTION NO. 2023 – 111: AUTHORIZATION TO PROCEED WITH MIXED USE ZONING, REFERRAL TO PLANNING BOARD FOR ADVISORY REPORT**

**WHEREAS**, on March 31, 2023, the Town Clerk received a Petition to Amend the Official Zoning Map (Mixed Use Overlay) from 2625 Hanna Road LLC to rezone property at 2625 County Road 22, (TM #71.00-1-21.141) from AR-1 to Mixed Use Overlay (MUO)-3) District found in Town Code §220-33, and

**WHEREAS**, the Town Code §220-33(C), identifies the process to consider such an application including: ... "if the Town Board decides to consider the petition, then the Town Board may refer the petition to the Planning Board for an advisory report which report shall be returned by the Planning Board to the Town Board within 60 days..."; and

**WHEREAS**, in reporting, the Planning Board shall fully state its reasons for recommending or opposing the adoption of such proposed amendment. The Planning Board may condition its recommendation, as may be appropriate, and shall state whether such amendment is in harmony with the adopted Comprehensive Plan for the Town for land use; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby does direct the Planning Board to review said application and submit an advisory report to the Town Board within 60 days; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Planning Board Chairman, Town Planner, and Town Manager.

Attachment 17

#### **Resolution No. 2023 – 112: ACKNOWLEDGING 2022 ANNUAL COURT REPORT**

**WHEREAS**, the Town Board is in receipt of the 2022 Annual Report of the Court, dated February 28, 2023 from the Town of Canandaigua Town Court Justices; and

**WHEREAS**, the report includes a summary report of finances for each of the two Town Justices for the calendar year 2022 plus an overview of the duties of the Court Clerk(s) and correspondence from the New York State Unified Court System regarding their review of the Town's court audits; and

**NOW THEREFORE BE IT RESOLVED**, the Town of Canandaigua Town Board hereby acknowledges the 2022 Annual Report of the Court provided by the Town Justices.

Attachment 18

#### **RESOLUTION NO. 2023 – 113: ACCEPTING RESIGNATION OF CODE ENFORCEMENT OFFICER**

**WHEREAS**, Chris Jensen has tendered his resignation for the position of Code Enforcement Officer effective April 7, 2023; and

**WHEREAS**, throughout his nine years of service to the Town, Chris served in many roles including Code Enforcement Officer, Zoning Officer, MS4 Stormwater Management Program Coordinator, Certified Playground Inspector, Certified Floodplain Manager, and more; and

**WHEREAS**, during Chris's tenure with the Town he helped streamline and strengthen processes and procedures within the Development and Code Enforcement Offices, improving workflow and communications with applicants and residents alike; and

**WHEREAS**, Chris has demonstrated a high level of professionalism and brought with him a vast bank of knowledge of engineering, building codes, lighting, and more that will be hard to replace; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby accepts Mr. Jensen's resignation as Code Enforcement Officer; and

**BE IT FURTHER RESOLVED**, the Town Manager is authorized to execute any and all personnel documents associated with the transition; and

**BE IT FURTHER RESOLVED**, the Town Board appreciates all of Mr. Jensen's hard work throughout his employment and thanks him for his years of service to the Town of Canandaigua and its residents and wishes him well with future endeavors; and

**BE IT FINALLY RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to Chris Jensen.

**RESOLUTION NO. 2023 – 114: ACCEPTING RESIGNATION OF TOWN PLANNER**

**WHEREAS**, Shawna Bonshak has tendered her resignation from the position of Town Planner effective April 21, 2023; and

**WHEREAS**, during Shawna's tenure with the Town of Canandaigua she helped the Town advance its long-term planning goals including work to implement the Town's 2021 Comprehensive Plan Update and the creation of the Town's first Form Based Code for the Uptown area; and

**WHEREAS**, Shawna has worked with the Town's Ordinance Committee to modify and clarify many sections of the Town Code as well as creating new sections, all of which has improved the effectiveness of the Town's Code as well as furthering the goals of the Town's Comprehensive Plan and mission statement; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby accepts Ms. Bonshak's resignation as Town Planer; and

**BE IT FURTHER RESOLVED**, the Town Manager is authorized to execute any and all personnel documents associated with the transition; and

**BE IT FURTHER RESOLVED**, the Town Board appreciates all of Ms. Bonshak's hard work throughout her employment and thanks her for her service to the Town of Canandaigua and its residents and wishes them well with future endeavors; and

**BE IT FINALLY RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to Shawna Bonshak.

**RESOLUTION NO. 2023 – 115: ACCEPTING RESIGNATION OF MOTOR EQUIPMENT OPERATOR LITE**

**WHEREAS**, Ryan Ferrini has resigned from the position of Motor Equipment Lite effective March 30, 2023; and

**WHEREAS**, during Ryan's tenure with the Town of Canandaigua they have supported the Highway and Water Department over the last year assisting many of our residents and contributing to many projects; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby accepts Ryan Ferrini's resignation as Motor Equipment Operator Lite and

**BE IT FURTHER RESOLVED**, the Town Manager is authorized to execute any and all personnel documents associated with the transition; and

**BE IT FINALLY RESOLVED**, the Town Board appreciates all of Mr. Ferrini's hard work throughout their employment and thanks them for their years of service to the Town of Canandaigua and its residents and wishes them well with future endeavors.

**RESOLUTION NO. 2023 – 116: ACCEPTING RESIGNATION OF PART TIME CLERK**

**WHEREAS**, Marlene Kruly has resigned from the position of Part Time Clerk effective March 24, 2023; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby accepts Mrs. Kruly's resignation as Part Time Clerk; and

**BE IT FURTHER RESOLVED**, the Town Manager is authorized to execute any and all personnel documents associated with the transition; and

**BE IT FINALLY RESOLVED**, the Town Board appreciates all of Mrs. Kruly's hard work throughout their employment and thanks them for their service to the Town of Canandaigua and its residents and wishes them well with future endeavors.

**RESOLUTION NO. 2023 – 117: ACCEPTING RESIGNATION OF PLANNING AND ZONING BOARD SECRETARY**

**WHEREAS**, Anita Twitchell has resigned from the position of Planning and Zoning Board Secretary effective April 5, 2023; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby accepts Ms. Twitchell's resignation as Planning and Zoning Board Secretary; and

**BE IT FURTHER RESOLVED**, the Town Manager is authorized to execute any and all personnel documents associated with the transition; and

**BE IT FINALLY RESOLVED**, the Town Board appreciates all of Ms. Twitchell's hard work throughout their employment and thanks them for their service to the Town of Canandaigua and its residents and wishes them well with future endeavors.

**RESOLUTION NO. 2023 – 118: APPOINTMENT OF CODE ENFORCEMENT OFFICER**

**WHEREAS**, the Town of Canandaigua Town Board (herein after referred to as 'Town Board') understands a vacancy exists in the Development Office for a Code Enforcement Officer Position; and

**WHEREAS**, the Town Manager has determined a need to fill the position in order to continue to provide necessary services to the Town; and

**WHEREAS**, the Town Manager and the HR and Payroll Coordinator are recommending the provisional promotion of Michael Warner, who has served as the Zoning Officer since November 2022, to be provisionally appointed as Code Enforcement Officer for the Town of Canandaigua; and

**NOW THEREFORE BE IT RESOLVED**, that the Canandaigua Town Board hereby approves the provisional promotional appointment of Michael Warner at a rate of \$52,500 effective 4/17/2023 and an increase to \$56,000 after successful completion of the exam and certification as NYS code enforcement officer with such salary expenses being paid from line AA100.8664.121; and

**BE IT FURTHER RESOLVED**, the Town Manager is authorized to execute all documents necessary; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Town Manager and the Human and Resource and Payroll Coordinator.

#### **RESOLUTION NO. 2023 – 119: APPOINTMENT OF PART TIME PLANNER**

**WHEREAS**, the Town of Canandaigua Town Board (herein after referred to as ‘Town Board’) understands a vacancy exists in the Development Office for the Planner Position; and

**WHEREAS**, the Town Manager has determined a need to fill the position in order to continue to provide necessary services to Town residents supporting the Development Office and authorizing zoning law determinations and other zoning matters as identified in Town Code §220; and

**WHEREAS**, the Town Manager and the HR and Payroll Coordinator are recommending the provisional appointment of Douglas Finch as the Part Time Planner; and

**NOW THEREFORE BE IT RESOLVED**, that the Canandaigua Town Board hereby approves the provisional appointment of Douglas Finch as the Part Time Planner effective immediately; and

**BE IT FURTHER RESOLVED**, the Town Manager is authorized to execute all documents necessary; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Town Manager and the Human and Resource and Payroll Coordinator.

#### **RESOLUTION NO. 2023 – 120: APPOINTMENT OF SEASONAL PARKS LABORERS**

**WHEREAS**, the Human Resources and Payroll Coordinator is recommending the appointment of the following individuals for summer staff at our Parks; and

**WHEREAS**, the proposed hourly rate for each positions is identified in the following table:

Annabella Weyer	Laborer, Seasonal	\$16.00/hour	AA100.7110.131
Joshua Woodhams	Laborer, Seasonal	\$16.50/hour	AA100.7010.143

**WHEREAS**, these positions are seasonal and are therefore per the employee handbook are not benefit eligible; and

**WHEREAS**, hiring is contingent upon the Ontario County Department of Human Resources certifying the above individuals meet the required training, certification or experience standards, and the completion of the new hire paperwork prior to the first day of work; and

**WHEREAS**, the funding for this expense is included in the 2023 Adopted Town Budget; and

**NOW, THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua hereby approves of the hiring of the seasonal positions noted in the above table at the stated hourly rate and budget lines; and

**BE IT FURTHER RESOLVED**, the Town Manager is authorized to execute all documents necessary; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Town Manager and the Human and Resource and Payroll Coordinator.

#### **RESOLUTION NO. 2023 – 121: APPOINTMENT OF PLANNING BOARD ALTERNATE MEMBER**

**WHEREAS**, a vacancy exists for the Alternate member position on the Town of Canandaigua Planning Board due to the former alternate's move to a full-term position, and;

**WHEREAS**, the Town Board wishes to fill the Alternate member position of the Planning Board, and;

**WHEREAS**, Planning Board Chairman Oyler and Town Planner Bonshak recommend Mr. Timothy A. Schneider, of 5266 Parrish Street Extension, Canandaigua, New York 14424 to the Planning Board;

**NOW THEREFORE BE IT RESOLVED**, that the Canandaigua Town Board hereby approves the appointment of Mr. Timothy A. Schneider as an Alternate Town Planning Board for a term expiring December 31, 2025.

Attachment 19

#### **RESOLUTION NO. 2023 – 122: APPOINTMENT OF PARKS AND RECREATION COMMITTEE MEMBER**

**WHEREAS**, the Town Board of the Town of Canandaigua (hereinafter referred to as "Town Board") is aware that a vacancy exists on the Parks and Recreation Committee; and

**WHEREAS**, James Anderson has submitted a letter of interest to the Chairperson of the Parks and Recreation Committee seeking to fill the vacant position; and

**WHEREAS**, members of the Parks and Recreation Committee discussed the vacancy at the Parks and Recreation Committee Meeting on March 22, 2023 and a motion was made to recommend the Town Board appoint James Anderson to fill vacancy on the Parks and Recreation Committee that will expire on December 31, 2028; and

**NOW THEREFORE BE IT RESOLVED**, The Town Board hereby appoints James Anderson to the Parks and Recreation Committee effective immediately to fill the current vacant term expiring on December 31, 2028; and

**BE IT FURTHER RESOLVED**, The Town Board directs the Town Clerk to provide a copy of this resolution to the Town Manager and the Parks and Recreation Committee.

Attachment 20

**RESOLUTION NO. 2023 – 123: AUTHORIZING TOWN MANAGER TO HIRE FOR FULL TIME CLERK FOR HIGHWAY**

**WHEREAS**, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) is aware of the need for restructuring of certain positions in the Town of Canandaigua to promote efficiency; and

**WHEREAS**, the approved 2023 Budget for the Town of Canandaigua was approved to hire a Part Clerk to support the Highway and Water Department; and

**WHEREAS**, the Highway and Water Superintendent, along with the Town Manager, are recommending the position be a Full Time Clerk position to keep up with the increasing amount of workload and demands of the Highway and Water Department; and

**WHEREAS**, the Full Time Clerk position will be evenly paid from budget lines AA100.5010.130 and SW500.8310.121; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua authorizes the Town Manager to canvass for a Full Time Clerk for the Highway and Water Department to be evenly paid from budget lines AA100.5010.130 and SW500.8310.121; and

**BE IT FINALLY RESOLVED**, the Town Clerk shall provide a copy of this resolution to the Town Manager and the HR and Payroll Coordinator.

**RESOLUTION NO. 2023 – 124: AUTHORIZING TOWN MANAGER TO CREATE ADDITIONAL LIFEGUARD POSITIONS**

**WHEREAS**, the Town of Canandaigua Town Board (hereinafter referred to as “Town Board”) is aware of the need for additional positions in the Town of Canandaigua to promote efficiency within the Parks and Recreation Department; and

**WHEREAS**, the HR and Payroll Coordinator is recommending creating five (5) additional Lifeguard positions to continue to provide service within the Parks and Recreation Department by allowing for more scheduling flexibility among staff; and



**WHEREAS**, the creation of five (5) additional Lifeguard Positions would not have any financial impact and would stay within the adopted 2023 budget allowed for Lifeguards paid from line AA100.7140.141; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board of the Town of Canandaigua authorizes the Town Manager to create five (5) Lifeguard positions and execute any and all required documents to create such position(s); and

**BE IT FURTHER RESOLVED**, the Town Clerk shall provide a copy of this resolution to the Town Manager and the HR and Payroll Coordinator.

**RESOLUTION NO. 2023 – 125: AUTHORIZATION TO ALLOCATE UNASSIGNED FUND BALANCE TO CAPITAL PROJECTS H38-COMPLETE STREETS AND H39-HIGHWAY ROAD IMPROVEMENTS**

**WHEREAS**, the Town of Canandaigua Finance Committee has identified that the General Unassigned Fund Balance is currently in excess of the Town's Fund Balance Policy; and

**WHEREAS**, the Town of Canandaigua Town Board created Capital Projects H38 – Complete Streets and H39 – Highway Road Improvements per Res. 2022-247 with the intention of funding said Capital projects utilizing Unassigned Fund Balance; and

**WHEREAS**, the Town of Canandaigua Finance Committee is making the recommendation to allocate \$500,000 of General Fund Unassigned Fund Balance to Capital Project H38 – Complete Streets; and

**WHEREAS**, the Town of Canandaigua Finance Committee is making the recommendation to allocate \$1,000,000 of General Fund Unassigned Fund Balance to Capital Project H39 – Highway Road Improvements; and

**NOW THEREFORE BE IT RESOLVED**, the Town Board does hereby direct the Town Manager and Finance Clerk II to make the following entries allocating General Fund Unassigned Fund Balance to Capital Projects H38 and H39:

Decrease: AA100.0917.0000 unassigned fund balance	\$1,500,000
Increase: HH100.5031.0038 Interfund Transfer	\$ 500,000
Increase: HH100.5031.0039 Interfund Transfer	\$1,000,000; and

**BE IT FINALLY RESOLVED**, the Town Clerk is directed to provide a copy of this resolution to the Finance Clerk II and the Town Manager.

**RESOLUTION NO. 2023 – 126: ACCEPTING WINTER MAINTENANCE AGREEMENT BETWEEN THE TOWN OF CANANDAIGUA AND THE TOWN OF HOPEWELL AND AUTHORIZING HIGHWAY SUPERINTENDENT TO EXECUTE AGREEMENT**

**WHEREAS**, the Town of Canandaigua Highway Superintendent is in receipt of a draft Winter Maintenance Agreement between the Town of Canandaigua and the Town of Hopewell; and

**WHEREAS**, the draft agreement states that the Town of Hopewell will provide winter maintenance services including (but not limited to) snow plowing and salting on the 'Proposed Road B' within the proposed Sunset Ridge subdivision that will eventually be dedicated to the Town of Canandaigua; and

**WHEREAS**, the agreement states that the Sunset Ridge Homeowners Association (HOA) will provide compensation for these services to the Town of Hopewell; and

**WHEREAS**, the map provided is not part of this proposed draft agreement and it details a "proposed private drive 'B'" and the Town Board of the Town of Canandaigua understands that the Town of Canandaigua Planning Board has required an amendment to the Sunset Ridge site plan demonstrating 'shared driveways;' and

**WHEREAS**, the Town of Canandaigua Highway Superintendent is recommending the Town Board accept the draft Winter Maintenance Agreement; and

**NOW THEREFORE BE IT RESOLVED**, The Town Board hereby accepts the proposed Winter Maintenance Agreement and authorizes the Town of Canandaigua Highway Superintendent to execute this agreement; and

**BE IT FURTHER RESOLVED**, the Town Board directs the Town Clerk to provide a copy of this resolution to the Highway Superintendent and the Town Manager.

Attachment 21

Approval of the following Town Board Meeting Minutes:

March 20, 2023

March 28, 2023

➤ Payment of the Bills

Abstract Claim Fund Totals presented by Town Clerk

Voucher Summary Report for Town Board signatures

(By signing, Town Board members represent they have reviewed the purchases for compliance with the Town's approved policies & approve of the prepared Voucher Summary Report and the attached invoices)

Special Abstract dated 03/22/2023 totaling \$ 5,000.00

General Fund	\$ 5,000.00
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Utility Abstract dated 03/24/2023 totaling \$ 57,908.93

General Fund	\$ 38,478.74
--------------	--------------

Highway Fund	\$ 176.79
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Water Districts	\$ 19,253.40
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Town Board Abstract dated 04/17/2023 totaling \$ 600,003.09

General Fund	\$ 125,817.63
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Highway Fund	\$ 370,510.78
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Capital Projects	\$ 36,760.89
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Lighting Districts	\$ 1,350.80
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Water Districts	\$ 65,562.99
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- Other Business
- Privilege of the Floor
- Executive Session, as requested
- Adjournment

# ATTACHMENT 1

## Communications

## Sarah Reynolds

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**From:** Doug Finch  
**Sent:** Tuesday, March 28, 2023 3:53 PM  
**To:** Sarah Reynolds  
**Subject:** RE: Please Note

Please add to communication binder

### **Douglas E. Finch, Town Manager**

Town of Canandaigua  
5440 Route 5&20W  
Canandaigua, NY 14424  
Phone: (585)337-4728

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**From:** Sarah Reynolds <[sreynolds@townofcanandaigua.org](mailto:sreynolds@townofcanandaigua.org)>  
**Sent:** Tuesday, March 28, 2023 12:40 PM  
**To:** Doug Finch <[dfinch@townofcanandaigua.org](mailto:dfinch@townofcanandaigua.org)>  
**Subject:** FW: Please Note

FYI – Jim Volpe passed away last week.

*Sarah Reynolds*

Administrative Coordinator  
Town of Canandaigua

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**From:** jj volpe <[commdocs92@yahoo.com](mailto:commdocs92@yahoo.com)>  
**Sent:** Tuesday, March 28, 2023 12:34 PM  
**To:** Sarah Reynolds <[sreynolds@townofcanandaigua.org](mailto:sreynolds@townofcanandaigua.org)>  
**Subject:** Please Note

Sarah,

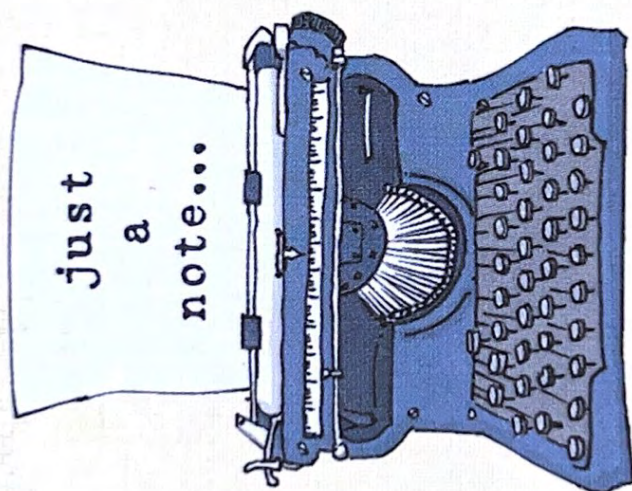
I am sad to relay to you that my husband James Volpe died after a short illness on March 20th, 2023.

His interest in the thoughtful, planned development of Canandaigua never ceased.

He appreciated all the efforts of the committees, boards, Doug Finch and yourself to accomplish that goal.

My email, should you need to contact me is - [SheryalV@hotmail.com](mailto:SheryalV@hotmail.com).

Sheryal Volpe



CANANDAIGUA TOWN CLERK

MAR 30 2023

RECEIVED

*[Signature]*

Just a note to let you  
all at Town Hall know  
how much you are  
appreciated and how  
grateful we are for  
all of you!

- yvonne



**Sarah Reynolds**

---

**From:** YouTube <no-reply@youtube.com>  
**Sent:** Thursday, March 30, 2023 1:55 PM  
**To:** Town  
**Subject:** 📣 YouTube removed your content



Hi Town of Canandaigua New York,

We wanted to let you know our team reviewed your content, and we think it violates our **policy on personally identifiable information**. We know you may not have realized this was a violation of our policies, so we're not applying a strike to your channel. However, we have removed the following content from YouTube:

**Video:** March 2, 2023 - Environmental Conservation Board

We realize this may be disappointing news, but it's our job to make sure that YouTube is a safe place for all. If you think we've made a mistake, you can appeal this decision - you'll find more details below.

### **What our policy says**

Content that shares, threatens to share, encourages others to share non-public personally identifiable information isn't allowed on YouTube. This includes, but is not limited to, an individual's home address, email address, sign-in credentials, phone number, passport number, medical records, and bank account information.

[LEARN MORE](#)

### **What you can do next**

We want to help you keep your content on YouTube, so please:

- Review YouTube's Community Guidelines.
- Double check how your content may have violated our guidelines.
- Appeal here if you think we've made a mistake.

If you have any further questions, please feel free to reach out to us here.

Sincerely,  
The YouTube team

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[Help Center](#) • [Email options](#)

You have received this email to update you on actions related to your YouTube account.

Was this email helpful? [Yes](#) | [No](#)



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**Sarah Reynolds**

---

**From:** YouTube Community Guidelines <no-reply@youtube.com>  
**Sent:** Thursday, March 30, 2023 2:15 PM  
**To:** Town  
**Subject:** Town of Canandaigua New York, we've reached a decision on your appeal



Hi Town of Canandaigua New York,

We have reviewed your appeal for the following:

**Video:** March 2, 2023 - Environmental Conservation Board

We reviewed your content carefully, and have confirmed that it violates our policy on personally identifiable information. We know this is probably disappointing news, but it's our job to make sure that YouTube is a safe place for all.

### **How does this impact your content**

We won't be putting your content back up on YouTube.

Our goal is to help you succeed on YouTube. Please take a look at our Community Guidelines, and keep them in mind when posting content in the future.

Thanks,  
The YouTube team

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[Help Center](#) • [Email options](#)

You have received this email to update you on actions related to your YouTube account.

Was this email helpful? [Yes](#) | [No](#)





## **Sarah Reynolds**

---

**From:** Marc L <leomatch27@hotmail.com>  
**Sent:** Wednesday, March 29, 2023 8:37 AM  
**To:** Jean Chrisman  
**Subject:** public record

Dear Jean Chrisman,

I am writing to you in regard to the recent incident involving a civil rights activist who was denied a public records request by the Town of Canandaigua. It has come to my attention that you were featured in a YOUTUBE video being very PASSIVE-AGGRESSIVE towards this member of the public, which is concerning.

As you may know, the right to access public records is a fundamental right protected by law. DENYING someone access to public records, or making it unnecessarily difficult for them to obtain these records, is a violation of their civil rights.

In this particular case, the civil rights activist requested a public record - a video taken by a town employee - which was denied by the city attorney claiming that it was a record they don't keep. However, the activist provided evidence of other times he had requested similar information from government employees and had been given access to it.

Furthermore, the MANNER in which you handled the civil rights activist's request was UNPROFESSIONAL and unwarranted.

Your attempts to charge him 25 cents per page and then demanding that he make an additional FOIA request for a photocopy of his request as a receipt is UNACCEPTABLE.

As a public employee, your duty is to SERVE the public and facilitate their access to public records. Your behavior in this instance is not only a violation of the civil rights of the activist, but it also reflects poorly on the Town of Canandaigua and its commitment to transparency and accountability.

I urge you to take this matter seriously and ensure that the civil rights of all members of the public are respected and protected. It is imperative that public officials, such as yourself, uphold the law and fulfill their obligations to the public in a professional and courteous manner.

Thank you for your attention to this matter.  
Sincerely

**Mark Spano**

**From:** [Courtney Aten](#)  
**To:** [Doug Finch](#)  
**Cc:** [Lindsay Frarey](#)  
**Subject:** 1st Amendment Phone Call  
**Date:** Wednesday, March 29, 2023 3:10:32 PM

---

Hi Doug and Lindsey,

Today at 2:49 pm a gentleman called requesting to speak with a 'public information manager' for our municipality. I informed him he can contact the Town Manager with his questions and concerns- he adamantly refused. I offered to connect him to the Town Manager directly-again he adamantly refused. I offered to give him the Town Manager's email address-(you guessed it-he adamantly refused). Each refusal was justified by him stating that he is leaving for work and doesn't have the time. He went on to state that he is a 'U.S. citizen of this country' and how angry and upset he was with the video he watched on YouTube. He then stated that he will continue to call until he can speak to someone personally to address his concerns not caring who he harasses and that he doesn't need to look at our website to know any of the contact information because it is all listed in the YouTube video.

His name is Donald Carter. His phone number is 843-222-9708 and he had a very thick country accent.

Thanks,  
Courtney

## **Sarah Reynolds**

---

**From:** Marc L <leomatch27@hotmail.com>  
**Sent:** Wednesday, March 29, 2023 8:37 AM  
**To:** Jean Chrisman  
**Subject:** public record

Dear Jean Chrisman,

I am writing to you in regard to the recent incident involving a civil rights activist who was denied a public records request by the Town of Canandaigua. It has come to my attention that you were featured in a YOUTUBE video being very PASSIVE-AGGRESSIVE towards this member of the public, which is concerning.

As you may know, the right to access public records is a fundamental right protected by law. DENYING someone access to public records, or making it unnecessarily difficult for them to obtain these records, is a violation of their civil rights.

In this particular case, the civil rights activist requested a public record - a video taken by a town employee - which was denied by the city attorney claiming that it was a record they don't keep. However, the activist provided evidence of other times he had requested similar information from government employees and had been given access to it.

Furthermore, the MANNER in which you handled the civil rights activist's request was UNPROFESSIONAL and unwarranted.

Your attempts to charge him 25 cents per page and then demanding that he make an additional FOIA request for a photocopy of his request as a receipt is UNACCEPTABLE.

As a public employee, your duty is to SERVE the public and facilitate their access to public records. Your behavior in this instance is not only a violation of the civil rights of the activist, but it also reflects poorly on the Town of Canandaigua and its commitment to transparency and accountability.

I urge you to take this matter seriously and ensure that the civil rights of all members of the public are respected and protected. It is imperative that public officials, such as yourself, uphold the law and fulfill their obligations to the public in a professional and courteous manner.

Thank you for your attention to this matter.  
Sincerely

**Mark Spano**



## Sarah Reynolds

---

**From:** aboubakr elmokadem <cunniscom@gmail.com>  
**Sent:** Wednesday, March 29, 2023 10:08 AM  
**To:** Jean Chrisman

### Email to Jean.

----- Dear Jean Chrisman, I am writing to you in regards to the recent incident involving a civil rights activist who was denied a public records request by the Town of Canandaigua. It has come to my attention that you were featured in a YouTube video being very passive aggressive towards this member of the public, which is concerning. As you may know, the right to access public records is a fundamental right protected by law. Denying someone access to public records, or making it unnecessarily difficult for them to obtain these records, is a violation of their civil rights. In this particular case, the civil rights activist requested a public record - a video taken by a town employee - which was denied by the city attorney claiming that it was a record they don't keep. However, the activist provided evidence of other times he had requested similar information from government employees and had been given access to it. Furthermore, the manner in which you handled the civil rights activist's request was unprofessional and unwarranted. Your attempts to charge him 25 cents per page and then demanding that he make an additional FOIA request for a photocopy of his request as a receipt is unacceptable. As a public employee, your duty is to serve the public and facilitate their access to public records. Your behavior in this instance is not only a violation of the civil rights of the activist, but it also reflects poorly on the Town of Canandaigua and its commitment to transparency and accountability. I urge you to take this matter seriously and ensure that the civil rights of all members of the public are respected and protected. It is imperative that public officials, such as yourself, uphold the law and fulfill their obligations to the public in a professional and courteous manner. Thank you for your attention to this matter. Sincerely,

## Sarah Reynolds

---

**From:** Ace Stephens <acesendit@gmail.com>  
**Sent:** Wednesday, March 29, 2023 10:06 AM  
**To:** Jean Chrisman  
**Subject:** Receipt charge

Jean, unfortunately, you made yourself look like a fool. Is the public citizen that repulsive to you that you have to act like a child when conducting business in your office? If you act like this when you're on camera, I'd hate to think how you act when no one is watching. Terrible.

## Sarah Reynolds

---

**From:** American Patriot <firstamendment73@gmail.com>  
**Sent:** Wednesday, March 29, 2023 10:54 AM  
**To:** Jean Chrisman; Allison Hirschmann; Chris Jensen; Jared Simpson; Terry Fennelly; Adeline Rudolph; John Casey; David Sauter  
**Subject:** Town Employees

WOW! These employees definitely need some training! Jensen dude literally said in the video it was illegal to film. Then walks back in and says he didn't say that. LOL, IT'S ON VIDEO DUMBASS! Allison piping off stating it's illegal to film, lol. What an idiot. So everyone at the beach or walking down the street is breaking the law taking pics or videoing?? Common sense is so lost nowadays. Little Allison, let me help you out - there is no expectation of privacy in public. It's 100% legal to film in a public place. Whatever the eyes can see, you can film. Thanks to the 1st Amendment!

That video Allison took is absolutely public record. I can't wait for the lawsuit if this is not released!

Man, Jean is a bitch! Could you get any more ignorant?

What a shitshow of public employees. The ignorance is rampant!

This will start making the rounds these next few days, and once some of the bigger auditors get this posted, it will 100% hit over 400K views easily. You guys email will be flooded with requests now.

<https://www.youtube.com/watch?v=o0RacGSoHt0>

Concerned Citizen

## Sarah Reynolds

---

**From:** Bill Bryant <editguy666@gmail.com>  
**Sent:** Wednesday, March 29, 2023 10:28 AM  
**To:** Jean Chrisman  
**Subject:** Stop playing games

You are a disgusting example of a public servant

## Sarah Reynolds

---

**From:** Celand Qwerty <celandqwerty@gmail.com>  
**Sent:** Wednesday, March 29, 2023 8:51 AM  
**To:** Jean Chrisman  
**Subject:** Ridiculous and your attitude disgusting

Its ridiculous you charging people who just asking for time stamped copy of his paper

And with that attitude "i know my job", i cant imagine how you treat other member of the public with no camera, u dont deserve that position

Very poor service  
What a shame

<https://youtu.be/o0RacGSoHt0>

## Sarah Reynolds

---

**From:** Chuck Cheney <CCheney@outlook.com>  
**Sent:** Wednesday, March 29, 2023 9:33 AM  
**To:** Jean Chrisman  
**Subject:** you are silly!

I mean just a bitch – look at you. Who do you think you are treating a member of the public like that – just because he knows more than?



**Sarah Reynolds**

---

**From:** David Garza <davidgarza999@yahoo.com>  
**Sent:** Wednesday, March 29, 2023 12:40 PM  
**To:** Info  
**Subject:** Concerned taxpayer

Jean Chrisman failed miserably. She is going to cost the taxpayers a lot of money in lawsuits for not knowing basic laws and rights. That auditor was polite and professional.

<https://www.youtube.com/watch?v=o0RacGSoHt0>

## Sarah Reynolds

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**From:** Don't Know <anderson.a.terry@gmail.com>  
**Sent:** Wednesday, March 29, 2023 7:55 AM  
**To:** Jean Chrisman  
**Subject:** Government redress

Hi, Jean Chrisman! Thanks for your time, I just would like to redress my government as is my right as a tax paying citizen. Just want to point out how unhelpful and rude you were on a video I've seen of you recently performing your duties very poorly. I pay taxes and so my money unfortunately goes towards your paycheck. I would ask that you please treat future customers with respect and dignity. You clearly were in your ego, visibly shaking, voice shaking. Not necessary. Disturbing footage. Perhaps this is not the sector for you.

I'm sure you're retiring soon anyways considering I can't believe they've got an 80 year old woman working as town clerk, but during your last moments working for the public, before you retire, I simply ask that you treat the public with respect going forward. It leaves a terrible taste in thousands of citizens' mouths when they see footage like this and it causes a lot of vitriol and damage to the government's reputation.

Good luck on your retirement coming up, I assume very soon. I'm sure you'll need it making \$67k a year, not gonna get you far. Thank you for your time!

-Terry Anderson



## Sarah Reynolds

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**From:** Fred Durst <post-it84@windowslive.com>  
**Sent:** Wednesday, March 29, 2023 10:05 AM  
**To:** Jean Chrisman  
**Subject:** Dear Jean Chrisman

Dear Jean Chrisman,

I am writing to you in regards to the recent incident involving a civil rights activist who was denied a public records request by the Town of Canandaigua.

It has come to my attention that you were featured in a YouTube video being very passive aggressive towards this member of the public, which is concerning.

As you may know, the right to access public records is a fundamental right protected by law.

Denying someone access to public records, or making it unnecessarily difficult for them to obtain these records, is a violation of their civil rights.

In this particular case, the civil rights activist requested a public record - a video taken by a town employee - which was denied by the city attorney claiming that it was a record they don't keep.

However, the activist provided evidence of other times he had requested similar information from government employees and had been given access to it.

Furthermore, the manner in which you handled the civil rights activist's request was unprofessional and unwarranted.

Your attempts to charge him 25 cents per page and then demanding that he make an additional FOIA request for a photocopy of his request as a receipt is unacceptable.

As a public employee, your duty is to serve the public and facilitate their access to public records.

Your behavior in this instance is not only a violation of the civil rights of the activist, but it also reflects poorly on the Town of Canandaigua and its commitment to transparency and accountability.

I urge you to take this matter seriously and ensure that the civil rights of all members of the public are respected and protected.

It is imperative that public officials, such as yourself, uphold the law and fulfill their obligations to the public in a professional and courteous manner.

Thank you for your attention to this matter.

Sincerely,

Fred

## Sarah Reynolds

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**From:** Ivar Ørn Johannesson <ivarorno@gmail.com>  
**Sent:** Wednesday, March 29, 2023 9:47 AM  
**To:** Jean Chrisman  
**Subject:** Confirmation of receipt

Do you seriously charge people to get a confirmation of receipt when you are being served with documents? You are effectively limiting people's ability to file documents with you. I know you "know your job" but this just seems like utter nonsense.

## Sarah Reynolds

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**From:** John Gertner <johngert@yahoo.com.au>  
**Sent:** Wednesday, March 29, 2023 9:02 AM  
**To:** Jean Chrisman  
**Cc:** Allison Hirschmann  
**Subject:** 25 cents a page a bit petty.

Miss Chrisman

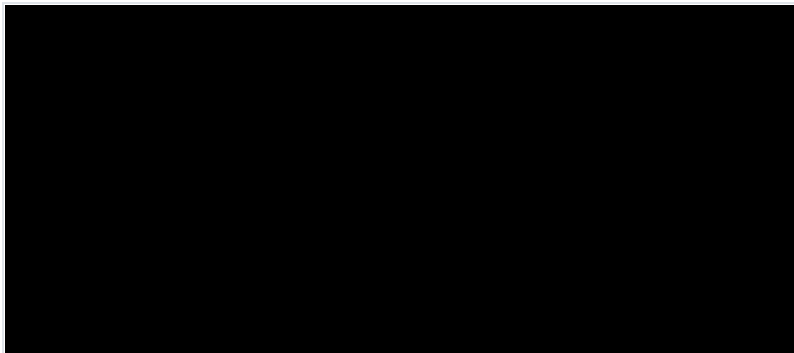
25 cents per page, all other towns do it for free!  
It was a bit petty, how many do you have to do per month?

***The whole world is watching.***

If a public employee takes a picture/video on taxpayers time, it is a public record.

Taking pictures/video in public is NOT against the law, in fact the USA Constitution guarantees and protects it.

[YOU CAN'T TAKE PICTURES! THAT'S AGAINST THE LAW! Canandaigua Town Hall First Amendment Audit](#)



**YOU CAN'T TAKE PICTURES! THAT'S AGAINST  
THE LAW! Canandaigua Town Hall F...**

**Sarah Reynolds**

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**From:** Kerry Banks <kerrybanks54@yahoo.ca>  
**Sent:** Wednesday, March 29, 2023 10:35 AM  
**To:** Jean Chrisman  
**Subject:** Your behaviour

Your behaviour on Auditing Eerie County's video was disgusting. Trash like you need to be removed from your post as soon as possible. Absolute trash.

## Sarah Reynolds

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**From:** McCucumber <perkoff@gmail.com>  
**Sent:** Wednesday, March 29, 2023 7:55 AM  
**To:** Jean Chrisman  
**Subject:** Denial of Public Records

Dear Jean Chrisman,

I am writing to you in regards to the recent incident involving a civil rights activist who was denied a public records request by the Town of Canandaigua. It has come to my attention that you were featured in a YouTube video being very passive aggressive towards this member of the public, which is concerning.

As you may know, the right to access public records is a fundamental right protected by law. Denying someone access to public records, or making it unnecessarily difficult for them to obtain these records, is a violation of their civil rights.

In this particular case, the civil rights activist requested a public record - a video taken by a town employee - which was denied by the city attorney claiming that it was a record they don't keep. However, the activist provided evidence of other times he had requested similar information from government employees and had been given access to it.

Furthermore, the manner in which you handled the civil rights activist's request was unprofessional and unwarranted. Your attempts to charge him 25 cents per page and then demanding that he make an additional FOIL request for a photocopy of his request as a receipt is unacceptable.

As a public employee, your duty is to serve the public and facilitate their access to public records. Your behavior in this instance is not only a violation of the civil rights of the activist, but it also reflects poorly on the Town of Canandaigua and its commitment to transparency and accountability.

I urge you to take this matter seriously and ensure that the civil rights of all members of the public are respected and protected. It is imperative that public officials, such as yourself, uphold the law and fulfill their obligations to the public in a professional and courteous manner.

Thank you for your attention to this matter.

## Sarah Reynolds

---

**From:** nealebishton@btinternet.com  
**Sent:** Wednesday, March 29, 2023 9:21 AM  
**To:** Jean Chrisman  
**Subject:** Doing your job.

Just watched a video of you being horrifically rude to a member of public you're supposed to serve. Just do your job you fucking useless petty evil bitch. You should resign and never be serving the public.

Sent via BT Email App

## Sarah Reynolds

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**From:** OH audit <ohaudit7@gmail.com>  
**Sent:** Wednesday, March 29, 2023 9:27 AM  
**To:** Jean Chrisman  
**Subject:** Response

I think you need to understand your job. 25 cents to get a copy to prove you submitted a FOIA request is ridiculous. You obviously are incapable of understanding your job or you dislike the public so much you try to use your "authority" to bully them. I feel your job should be to serve not belittle the public

OHA7

## Sarah Reynolds

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**From:** onoffseven <onoffseven@yahoo.com>  
**Sent:** Wednesday, March 29, 2023 12:29 PM  
**To:** Jean Chrisman  
**Subject:** Citizens demand respect from public officials!

Very dissapointed. Do better!

Concerned citizen

Sent from my Verizon, Samsung Galaxy smartphone



## Sarah Reynolds

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**From:** rajeaddy-iffy@yahoo.com  
**Sent:** Wednesday, March 29, 2023 10:28 AM  
**To:** Jean Chrisman  
**Subject:** Learn the law hosebag!!

Dear Jean Chrisman,

I am writing to you in regards to the recent incident involving a civil rights activist who was denied a public records request by the Town of Canandaigua. It has come to my attention that you were featured in a YouTube video being very passive aggressive towards this member of the public, which is concerning.

As you may know, the right to access public records is a fundamental right protected by law. Denying someone access to public records, or making it unnecessarily difficult for them to obtain these records, is a violation of their civil rights. In this particular case, the civil rights activist requested a public record - a video taken by a town employee - which was denied by the city attorney claiming that it was a record they don't keep. However, the activist provided evidence of other times he had requested similar information from government employees and had been given access to it. Furthermore, the manner in which you handled the civil rights activist's request was unprofessional and unwarranted. Your attempts to charge him 25 cents per page and then demanding that he make an additional FOIA request for a photocopy of his request as a receipt is unacceptable.

As a public employee, your duty is to serve the public and facilitate their access to public records. Your behavior in this instance is not only a violation of the civil rights of the activist, but it also reflects poorly on the Town of Canandaigua and its commitment to transparency and accountability.

I urge you to take this matter seriously and ensure that the civil rights of all members of the public are respected and protected. It is imperative that public officials, such as yourself, uphold the law and fulfill their obligations to the public in a professional and courteous manner & in the future be kind and respectful to ALL citizens you scuzzy old bat!!

Sincerely,  
Good Citizen

## Sarah Reynolds

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**From:** Robert H <rshouston23@hotmail.com>  
**Sent:** Wednesday, March 29, 2023 10:53 AM  
**To:** Jean Chrisman  
**Subject:** Great job!

You are an arrogant, DISGRACEFUL public servant. Enjoy your emails and phone calls all day! YOU ARE NOT ABOVE THE PUBLIC. Btw, your 67k job is chump change. Erase your disdain for the public.

## Sarah Reynolds

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**From:** Rodney Bidmade <bidmaderodney@gmail.com>  
**Sent:** Wednesday, March 29, 2023 7:41 AM  
**To:** Jean Chrisman  
**Subject:** Silly Bitch

What a dumb bitch you are, auditors are gonna be lining up to visit your shithole town now! Lol

Content providers like you are GOLD!



## Sarah Reynolds

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**From:** Rodney Bidmade <bidmaderodney@gmail.com>  
**Sent:** Wednesday, March 29, 2023 7:46 AM  
**To:** Jean Chrisman  
**Subject:** Scrag Hag!

Old bags like you need to retire, put you old bitches out to pasture...

I know my job, fuck you bitch.

You're a moll.

## Sarah Reynolds

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**From:** Ryan Aspy <ryanaspy1@gmail.com>  
**Sent:** Wednesday, March 29, 2023 9:52 AM  
**To:** Jean Chrisman  
**Cc:** Jared Simpson; Terry Fennelly; arudolphjsimpson@townofcanandaigua.org;  
jcaseysimpson@townofcanandaigua.org; dsauterjsimpson@townofcanandaigua.org  
**Subject:** Public records request denied

Do you really think you can charge people for a time stamped copy receipt? I hope your superiors straighten you out because the disdain you have for the public is embarrassing for the city to say the least. Give Dan the public video records Allison made of him while on duty or legal action will be taken. You really have no idea the can of worms you've opened with your bad attitude, Jean.

Attached is the video evidence of Allison verbalizing that she is making the public record and Jean's gross negligence of her duties.

<https://youtu.be/o0RacGSoHt0>

Concerned citizen, Ryan.

**Sarah Reynolds**

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**From:** Ryan Ernst <ryanmernst86@gmail.com>  
**Sent:** Wednesday, March 29, 2023 11:08 AM  
**To:** Jean Chrisman  
**Subject:** Records

Hi Jean,

I was displeased to see how you handled yourself while a member of the public was asking for services. Please do better.

Thanks,  
Ryan

Sent from my iPhone

## Sarah Reynolds

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**From:** Steven Manley <steven.manley76@gmail.com>  
**Sent:** Wednesday, March 29, 2023 11:52 AM  
**To:** ahirschmann@townofcanadaigua.org; cjensen@townofcanadaigua.org; Jean Chrisman  
**Subject:** Help me understand

Ms. Chrisman, Ms. Hirschmann, Mr. Jensen

I'm a retired veteran and I was watching a YouTube video where you were denying a citizen their right to exercise the first amendment. I'd like to know why a person in your position is doing that? I took an oath to defend the constitution didn't you have to take that same oath?

Will you please explain to me in layman's term as to why you feel you have the authority to stop a citizen from exercising their rights or from receiving a time stamped copy (so you can't lie and say you never received it) of their FOIA request? I'm not an attorney but yet I understand our God given rights. The constitution was written to STOP THE GOVERNMENT from infringing on those rights it doesn't give us those rights we are born with these rights.

There is case law upholding our rights to film in public places. How is it I know this and you don't seem to?

DO BETTER!!!

Don't delete this email or block me (another one of those pesky rights that "WE THE PEOPLE" have to readdress the government) I'm going to FOIA request your emails.

Steven Manley  
SSG US ARMY (RET)

<https://youtu.be/o0RacGSoHt0>

## Sarah Reynolds

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**From:** Travis Young <knight717@gmail.com>  
**Sent:** Wednesday, March 29, 2023 10:17 AM  
**To:** Jean Chrisman  
**Subject:** One Dumb Town Clerk

Are you ignorant of your duties, or are you just petty and vindictive?!

I sincerely hope you see the video in which you portrayed yourself and your town in a very negative light.

Please work on your people skills and learn the requirements of the role that We The People have entrusted you with or you might not be re-elected.

--

Travis Young  
[knight717@gmail.com](mailto:knight717@gmail.com)  
412-5678-777



## Sarah Reynolds

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**From:** ulawong <ulawong@protonmail.com>  
**Sent:** Wednesday, March 29, 2023 9:57 AM  
**To:** Jean Chrisman  
**Subject:** Great job

Do you not understand that when someone asks for a time-stamped copy of a FOIL request that you are receiving, they want it as proof that you receive it so you don't go throwing it away?

When you receive something, you provide a receipt to the submitter.

You're just mean spirited and petty. Learn the law.

Sent from [ProtonMail](#), encrypted email based in Switzerland.

Sent from Proton Mail mobile

**From:** [David Garza](#)  
**To:** [Info](#)  
**Subject:** Concerned taxpayer  
**Date:** Wednesday, March 29, 2023 12:43:18 PM

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Jean Chrisman failed miserably. She is going to cost the taxpayers a lot of money in lawsuits for not knowing basic laws and rights. That auditor was polite and professional.

<https://www.youtube.com/watch?v=o0RacGSoHt0>

**From:** [leojerome1@yahoo.com](mailto:leojerome1@yahoo.com)  
**To:** Info; [Jared Simpson](#); [Terry Fennelly](#); [Adeline Rudolph](#); [John Casey](#); [David Sauter](#)  
**Cc:** [Jean Chrisman](#); [Chris Jensen](#); [Allison Hirschmann](#); [Shawna Bonshak](#)  
**Subject:** Conduct of town employees  
**Date:** Wednesday, March 29, 2023 12:56:38 PM

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To the Board of the Town of Canandaigua,

I am writing to you with concerns over a recent incident involving a civil rights activist who was denied a public records request by the Town of Canandaigua. It has come to my attention that your town was featured in a YouTube video <https://www.youtube.com/watch?v=o0RacGSoHt0>, I am sure you are familiar with it since it is posted all over your towns Facebook page. In this video many town employees were being very passive aggressive towards this member of the public. Those employees where The Town Clerk Jean Chrisman, Code enforcement Officer Chris Jensen, and Clerk Allison Hirschmann. I hope at the very least you understand the attitude toward the public should be improved.

With that said I digress into other issues at hand. As you may know, the right to access public records is a fundamental right protected by law. Denying someone access to public records, or making it unnecessarily difficult for them to obtain these records, is a violation of their civil rights.

In this particular case, the civil rights activist requested a public record - a video taken by a town employee - which was denied by the city attorney claiming that it was a record they don't keep.

However, the activist provided evidence of other times he had requested similar information from government employees and had been given access to it. The employee took pictures and/or video while she was performing the course of her duties i.e. while she was getting paid by the town.

Furthermore, the manner in which the civil rights activist's request was handled was unprofessional and unwarranted. The Town Clerk's attempts to charge him 25 cents per page and then demanding that he make an additional FOIA request for a photocopy of his request as a receipt is unacceptable. As a public employee, her duty is to serve the public and facilitate their access to public records. Her behavior in this instance is not only a violation of the civil rights of the activist, but it also reflects poorly on the Town of Canandaigua and its commitment to transparency and accountability.

I urge you to take this matter seriously and ensure that the civil rights of all members of the public are respected and protected. It is imperative that public officials, such as yourself, uphold the law and fulfill their obligations to the public in a professional and courteous manner.

I Thank you for your time, and I expect better,

**Leo Neyer**

UAE +971-50-994-8495

USA +1-804-690-6261

**From:** [Allison Hirschmann](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: 25 cents a page a bit petty.  
**Date:** Wednesday, March 29, 2023 9:14:42 AM  
**Attachments:** [image002.png](#)  
[image003.emz](#)  
[image004.png](#)

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**From:** John Gertner <johngert@yahoo.com.au>  
**Sent:** Wednesday, March 29, 2023 9:02 AM  
**To:** Jean Chrisman <jchrisman@townofcanandaigua.org>  
**Cc:** Allison Hirschmann <ahirschmann@townofcanandaigua.org>  
**Subject:** 25 cents a page a bit petty.

Miss Chrisman

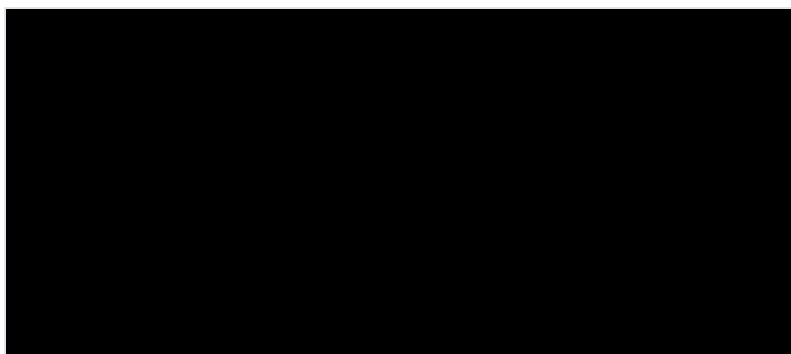
25 cents per page, all other towns do it for free!  
It was a bit petty, how many do you have to do per month?

***The whole world is watching.***

If a public employee takes a picture/video on taxpayers time, it is a public record.

Taking pictures/video in public is NOT against the law, in fact the USA Constitution guarantees and protects it.

[YOU CAN'T TAKE PICTURES! THAT'S AGAINST THE LAW! Canandaigua Town Hall First Amendment Audit](#)



YOU CAN'T TAKE PICTURES! THAT'S AGAINST  
THE LAW! Canandaigua Town Hall F...



**From:** [Chris Jensen](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: First amendment audit  
**Date:** Wednesday, March 29, 2023 2:44:07 PM

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**From:** BillEBob <bill.musselman@gmail.com>  
**Sent:** Wednesday, March 29, 2023 2:42 PM  
**To:** Jared Simpson <jsimpson@townofcanandaigua.org>; Terry Fennelly <tfennelly@townofcanandaigua.org>; Adeline Rudolph <arudolph@townofcanandaigua.org>; John Casey <jcasey@townofcanandaigua.org>; David Sauter <dsauter@townofcanandaigua.org>  
**Cc:** Jean Chrisman <Jchrisman@townofcanandaigua.org>; Allison Hirschmann <ahirschmann@townofcanandaigua.org>; Chris Jensen <cjensen@townofcanandaigua.org>  
**Subject:** First amendment audit

Greetings,

I just wanted to drop you a quick note saying how I feel about an audit that was done at your city hall. I am so disappointed in the unprofessional way your employees treated the auditor, it is shameful to see such disdain for the citizenry.

What has become of our great country when this kind of treatment of our citizenry is allowed? These employees need to be reprimanded and trained, we pay their salaries and this is how they treat us? Shame on you, just shame on you.

Employees take their cue from the top and I wonder who above them will step up and correct this shameful behavior?

Just so you know I have never written to complain about public servants before but in my mind this time I had to. I am 70 years old and have never seen such uncourteous behavior.

Thank you for reading,  
Bill Musselman

**From:** [Chris Jensen](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Reagan was right!  
**Date:** Wednesday, March 29, 2023 8:44:54 AM  
**Attachments:** [image001.png](#)

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**From:** Tom Dirx <tomdirx@aol.com>  
**Sent:** Wednesday, March 29, 2023 8:44 AM  
**To:** ahirschmann@townofcanandaigua.org; Chris Jensen <cjensen@townofcanandaigua.org>; Paul Arndt <parndt@townofcanandaigua.org>; jchrisman@townofcanandaigua.org; Jared Simpson <jsimpson@townofcanandaigua.org>; Terry Fennelly <tfennelly@townofcanandaigua.org>; Adeline Rudolph <arudolph@townofcanandaigua.org>; John Casey <jcasey@townofcanandaigua.org>; David Sauter <dsauter@townofcanandaigua.org>  
**Cc:** auditingeriecounty@gmail.com  
**Subject:** Reagan was right!

**Reagan was right!**

Your people proved it!! Why do you turn idjuts like Chris, with his stoopit smirk, and that gal we didn't hire to take pictures of us when she's on the clock, or that Village-elder who doesn't understand 'time-stamped copy', lose on the taxpayers who have to cough up their salaries? I understand this is up in New York some place so I didn't really expect any friendliness but what a miserable, cold-hearted place that must be.

The greatest service those videos provided is to the families, neighbors, colleagues and especially kids of those miserable beings you call 'public servants'. Now they get to see what kinda JERKS & TYRANTS you guys employ.

Just because We, The Makers, provide you, the takers, with a check for little to no real work, doesn't justify your **arrogance** and perceived superiority complex. The **disdain** you display for Us, the Public. The **disrespect** for We, The People. The **entitlement** and the take Me, the Tax-Payer, for granted **attitude**. Absolutely disgraceful! What's wrong with you people? WHY do you want to give your office such a bad reputation?

And YOU're responsible! YOU hired those clowns and didn't provide

them with proper training. Wasted MY tax-dollars! Or shall we blame the lack of training on the Free Press?? The cool thing is that everyone gets to see those immature, childish lil pissants you hired for the rest of their lives!

At least have the decency to send back the TAX-DOLLARS that, We, the People, provided you with, cuz, as we can all see for ourselves, that's obviously a giant waste. It certainly didn't go into edukasjon, professionalism or training. Have some dignity; send back our money!! NOW!!

Tom Dirkx

Veteran (meaning; I wore the Uniform and fought to protect our Constitution; putting the needs of others before mine) and very concerned Citizen!

Oh, and fire ALL those oxygen-thieves! I realize that you're scraping the bottom of the barrel with those idjuts, but you can do better than that!

Reagan was right; thx for reminding us!!!



**From:** [Adeline Rudolph](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Town Employees  
**Date:** Wednesday, March 29, 2023 10:55:30 AM

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**From:** American Patriot <firstamendment73@gmail.com>  
**Sent:** Wednesday, March 29, 2023 10:54 AM  
**To:** Jean Chrisman <Jchrisman@townofcanandaigua.org>; Allison Hirschmann <ahirschmann@townofcanandaigua.org>; Chris Jensen <cjensen@townofcanandaigua.org>; Jared Simpson <jsimpson@townofcanandaigua.org>; Terry Fennelly <tfennelly@townofcanandaigua.org>; Adeline Rudolph <arudolph@townofcanandaigua.org>; John Casey <jcasey@townofcanandaigua.org>; David Sauter <dsauter@townofcanandaigua.org>  
**Subject:** Town Employees

WOW! These employees definitely need some training! Jensen dude literally said in the video it was illegal to film. Then walks back in and says he didn't say that. LOL, IT'S ON VIDEO DUMBASS! Allison piping off stating it's illegal to film, lol. What an idiot. So everyone at the beach or walking down the street is breaking the law taking pics or videoing?? Common sense is so lost nowadays. Little Allison, let me help you out - there is no expectation of privacy in public. It's 100% legal to film in a public place. Whatever the eyes can see, you can film. Thanks to the 1st Amendment!

That video Allison took is absolutely public record. I can't wait for the lawsuit if this is not released!

Man, Jean is a bitch! Could you get any more ignorant?

What a shitshow of public employees. The ignorance is rampant!

This will start making the rounds these next few days, and once some of the bigger auditors get this posted, it will 100% hit over 400K views easily. You guys email will be flooded with requests now.

<https://www.youtube.com/watch?v=o0RacGSoHt0>

Concerned Citizen



**From:** [Chris Jensen](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Town Employees  
**Date:** Wednesday, March 29, 2023 11:09:29 AM

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**From:** American Patriot <firstamendment73@gmail.com>  
**Sent:** Wednesday, March 29, 2023 10:54 AM  
**To:** Jean Chrisman <Jchrisman@townofcanandaigua.org>; Allison Hirschmann <ahirschmann@townofcanandaigua.org>; Chris Jensen <cjensen@townofcanandaigua.org>; Jared Simpson <jsimpson@townofcanandaigua.org>; Terry Fennelly <tfennelly@townofcanandaigua.org>; Adeline Rudolph <arudolph@townofcanandaigua.org>; John Casey <jcasey@townofcanandaigua.org>; David Sauter <dsauter@townofcanandaigua.org>  
**Subject:** Town Employees

WOW! These employees definitely need some training! Jensen dude literally said in the video it was illegal to film. Then walks back in and says he didn't say that. LOL, IT'S ON VIDEO DUMBASS! Allison piping off stating it's illegal to film, lol. What an idiot. So everyone at the beach or walking down the street is breaking the law taking pics or videoing?? Common sense is so lost nowadays. Little Allison, let me help you out - there is no expectation of privacy in public. It's 100% legal to film in a public place. Whatever the eyes can see, you can film. Thanks to the 1st Amendment!

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<https://www.youtube.com/watch?v=o0RacGSoHt0>

Concerned Citizen

**From:** [Lindsay Frarey](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Voice message from unknown caller to 5853374729  
**Date:** Wednesday, March 29, 2023 10:16:07 AM  
**Attachments:** [message.wav](#)

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**From:** Identity withheld <non-mail-user@vmail.sover.net>  
**Sent:** Wednesday, March 29, 2023 10:02 AM  
**To:** Lindsay - Human Resources <5853374729@vmail.sover.net>  
**Subject:** Fwd: Voice message from unknown caller to 5853374729

The attached message was recently left in your voicemail account for 5853374729. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Hi Lindsey good morning my name is Tom I'm a concerned citizen. I was sent the video regarding Alison ... and Christopher Johnson and quite frankly I'm embarrassed to our community. Their behavior is out of line unprofessional and definitely not a representation of how our account should be portrayed on the Internet. Alison obviously doesn't understand her role as a position of a public survey. She obviously doesn't care about leadership for direction either. I hope you take serious action against her because this doesn't look good. This is not who we want working in our public departments. I hope you take this voicemail seriously take action against her and Christopher mostly Alison and it's not determination thank you. Bye bye.

**From:** [Lindsay Frarey](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Voice message from unknown caller to 5853374729  
**Date:** Wednesday, March 29, 2023 1:04:48 PM  
**Attachments:** [message.wav](#)

---

**From:** Identity withheld <non-mail-user@vmail.sover.net>  
**Sent:** Wednesday, March 29, 2023 12:25 PM  
**To:** Lindsay - Human Resources <5853374729@vmail.sover.net>  
**Subject:** Fwd: Voice message from unknown caller to 5853374729

The attached message was recently left in your voicemail account for 5853374729. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah could you tell us what the policy is in reference to public service while(?) at work. Use your private cell phones father(?) I don't believe that's who it work or allowed to use-one(?) on their break that you had a public servant who took out her private cell phone and started told me members of the community in public and and that and now we the people we want we want access to the pictures and she said because again that's the public's record that's not her own private record what she's one she's at work and she's punching in and she's conducting(?) business for the people. There's nothing she does while she's at work it's private(?) except when she take a potty break or something. So she take(?) out her cell phone while she's been paid to tax payer base salary and Tracy takes pictures of members of the community that becomes a public record and we certainly don't pay public service at this location the [...] around other call well that work right. There's nobody at this location we pay to stop whatever it is they're doing break out their own private cell phone and start filming members of the community in a public space. We don't we we don't pay you guys for that what we pay you guys to do is someone up all the [...] dignity(?) and [...] integrity and [...] respect you could come in to public servants it's the people but it looks like you got some [...] [...] people working for you that somehow thing to think that you know the people at your [...] or something and the last time I said(?) the only reason that the [...] HR office or anybody in the [...] municipality the job is to serve the people you guys don't think the people are your [...] and you can just do whatever the [...] you want to the people because you know without the people you [...] wouldn't even have a job and also you should probably check with your Risk Management because I seen I seen municipalities like you're [...] [...] up place like this and you know what happens instead of doing the right [...] thing. You guys just double down and roll(?) our insurance premium will instruct(?) the bond paper work and so I think ... probably-bus(?) like you're stuck up so bad people start filing claims against that municipality and then he had to start paying claim(?) [...] up because this [...] about the [...] law and what happened was these municipalities their insurance premiums doubled in their deductibles double and instead of these people doing the right thing. They they figured out will this is easier for insurance to pay it well they kept [...] up so bad they only came time to renew their insurance and the bottom of the insurance company was no longer able to insert bond and get

the pallet(?) because they won't they just thought they would pay the way out of everything and they were too much of a security risk risk management. So they close down that [...] municipality. So the town manager lost your [...] job all a [...] human resources lost her job.

**From:** [John D. Goodwin](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Why we won't visit Canandaigua  
**Date:** Wednesday, March 29, 2023 3:29:36 PM  
**Attachments:** [image001.png](#)  
[image002.png](#)  
[image005.emz](#)  
[image006.png](#)

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John D. Goodwin, ICMA-CM, NPFLRA-CLRP  
City Manager  
City of Canandaigua  
2 North Main Street  
Canandaigua, NY 14424  
585-337-2174



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**From:** AKO2 Account <ako2account@yahoo.com>  
**Sent:** Wednesday, March 29, 2023 2:56 PM  
**To:** Bob Palumbo <Bob.Palumbo@CanandaiguaNewYork.gov>; Ellen Polimeni <Ellen.Polimeni@canandaiguanewyork.gov>; Dan Unrath <dan.unrath@canandaiguanewyork.gov>; Karen White <Karen.White@CanandaiguaNewYork.gov>; Erich Dittmar <Erich.Dittmar@canandaiguanewyork.gov>; Thomas Lyon <Thomas.Lyon@CanandaiguaNewYork.gov>; Renée Sutton <Renee.Sutton@CanandaiguaNewYork.gov>; Sim Covington <Sim.Covington@canandaiguanewyork.gov>; Steve Uebbing <Steve.Uebbing@CanandaiguaNewYork.gov>; DavidBaker197@Rochester.rr.com; richard.russell@ontariocountyny.gov; John D. Goodwin <John.Goodwin@canandaiguanewyork.gov>; Erin VanDamme <EVanDamme@canandaiguanewyork.gov>; David Hubble <David.Hubble@CanandaiguaNewYork.gov>; Dave LeClair <Dave.LeClair@CanandaiguaNewYork.gov>  
**Subject:** Why we won't visit Canandaigua

**CAUTION:** This email originated from outside of the City of Canandaigua organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Hi.

While planning our route home for the summer we came across a video of your city employees that was so disgusting we have placed your town on our "do not travel" list.

The video was about some fellow doing what we do EVERY day during our travels - take photos & videos. Like the fellow, we stop at the Town Hall for EVERY town we stop in as Town Hall usually had historical information and information on what to see/do in town. During those visits we take lots of photos and videos so we don't have to go back for something we forgot.

From the very start of this fellows visit (Code Enforcement) your employees started lying to and being rude to this fellow. The two CE employees' conduct was absolutely disgusting. First they lied to him about having a camera. Then they lied about what he could record. Then they lied about a photo/video made by a PUBLIC employee during the course of their job being a public record. Then they lied about being required to provide their name & position to every member of public who asks. Then the male employee (who was dressed like a slob, not a professional) tried to kick him out by lying that the office was closing during business hours you are LEGALLY REQUIRED to maintain. The male then lied about the female taking a photo/video after the female ADMITTED she was taking photos/videos.

All in all, your CE employees were nothing more than disgusting liars. Nothing they said was true and they openly refused to provide the service they are HIRED to provide.

But then, amazingly, it got worse. The fellow went to file complaints and FOIA requests to get a copy of the public record your CE created and your Clerk did nothing but lie and obstruct, refusing to do her job. She didn't know the photos/videos taken by your employee were public records. She then denied the request which means she either decided not to check with your attorney and she decided to make up her own laws, or she did check with your attorney and they are so incompetent they don't know some of the most basic Constitutional rights. It quickly became rather obvious she knew she got caught breaking the law and then started to obstruct every single request he made so she could cover up her corruption and criminal activity.

We are so shocked at the rude, disrespectful and illegal conduct by your employees we do not feel that we would be safe in your town. Your employees have made it extremely obvious they will lie and deny our rights if we do anything they don't like.

So, we'll spend our money elsewhere. We'll also post this to the various retiree and veterans message boards so they can see how disgusting your town is, how rudely they'll be treated and how their rights will be denied to cover up illegal conduct. So they can spend their money elsewhere.

I suggest you address the corruption and disgustingly poor quality of employees in your town because it seems it's a matter of "when", not "if", you're going to be slapped with a federal lawsuit due to the illegal conduct of your employees violating someone's rights.

[YOU CAN'T TAKE PICTURES! THAT'S AGAINST THE LAW! Canandaigua Town Hall First Amendment Audit](#)



YOU CAN'T TAKE PICTURES! THAT'S AGAINST  
THE LAW! Canandaigua Town Hall F...

**From:** [John D. Goodwin](#)  
**To:** [Doug Finch](#)  
**Subject:** Fwd: North Korea  
**Date:** Wednesday, March 29, 2023 2:37:16 PM

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----- Forwarded message -----

**From:** Andrew Darcy <darcyandrew164@gmail.com>  
**Date:** Mar 29, 2023 2:08 PM  
**Subject:** North Korea  
**To:** "John D. Goodwin" <John.Goodwin@canandaiguanewyork.gov>  
**Cc:**

CAUTION: This email originated from outside of the City of Canandaigua organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

What's wrong with your clerk ? Perhaps she would better suited for a job in North Korea . The petty and spiteful behaviour is disgusting . We pay for the salaries and we pay for the building . And for one , when our employees use a phone to take pictures of citizens on the clock it becomes a public record that's the law . And secondly , asking for a stamped copy of paperwork received is not a reason for the clerk to ask it to be Requested by FOIA first . Absolutely crazy !! You guys want a lawsuit ?

Sent from my iPhone



**From:** [tel: 971509948495](tel:971509948495)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from 971509948495 to 5853374728  
**Date:** Wednesday, March 29, 2023 11:51:30 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hi my name is Leo and I'm calling with concern to a video that has been published on you too from the Erie County audit. I'm sure you guys are very aware of it it looks like discussions are happening on your Facebook and truth be told whether he is given his for your request or not you guys really should be able to just time stamp it and give him a copy so that there is proof of receipt. I mean that's just kinda basic good business practice and the fact that the town clerk didn't seem to wanna do that. I think was kinda petty to be took to be told so I hope that you guys improve on the way you guys service your customers your your talents people because the way you guys were handling it when you came in and did his for your request was under par I would say no whether you're legally able to get him that video or not sure that's a that's a question for the lawyers but at least show some service give him a time stamp receipt. Alright thank you.

**From:** [tel: 5303401101](tel:5303401101)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from AMY CAPLES (5303401101) to 5853374728  
**Date:** Wednesday, March 29, 2023 2:32:42 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Yeah I was calling to see if there was someone I could talk to I just saw a video on YouTube where you guys basically were I guess it's abusive to the public guy just want to take pictures in the public area and you guys really look like [...] on camera like you don't even know the rights that that somebody can come and video in a public place. You do not understand that you guys are in public you work for the public you work your government officials like I we said you're lucky to get four hours with the work out of anybody that works the government and then you should on the people to come in just to take pictures. So nice job. I mean I guess it's a government floor right is just a crap all over the people that they were supposed to support my only hope is that when your family and friends and loved ones go to places like that private(?) places they get it just as [...] and crappy as services you provided that guy have a good day.

**From:** [tel: 3157177734](tel:3157177734)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from ANIMAL CONTROL (3157177734) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:51:00 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Yes Doug this is Rich Gill and I'm calling in regards to Jean Chrisman your clerk. It is in fact a public record one somebody takes a picture in the capacity of their duties. I just got off the phone with the division of open government. I spoke to a gentleman named Jake in the Legal Department and their phone number is 518-918-6104 he said you can absolutely give him a call for clarification that that was indeed a public record that that lady took when that gentleman walked in on her on her phone. So please do the right thing and give up the phone or get up the pictures. Thank you bye bye.

**From:** [tel: 3473568163](tel:3473568163)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from ARTHUR COSSEAN (3473568163) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:00:22 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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You guys need to do something about that Town Clerk Jean Chrisman. That lady is I can't I don't know where the [...] you guys get off thinking that you can charge a coffee charge of 25 cents per copy of the receipt called the 10th time stamp receipt or something you received from public [...] number what is wrong with you [...] loser man. Your proceeds authority needs to stop exactly where the [...] did it at your house is door beyond that you're no one to anybody.

**From:** [tel: 9313469168](tel:9313469168)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from CAWMAN TAMMY (9313469168) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:14:22 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hey yes I was wanting to speak to Jean Chrisman. I think that's how you pronounce her name. I'm sure she's aware of a video that is circulating from an author and I was wondering I have a small channel and she would be willing to give any type of interview on her conduct(?) and would like to question her more about the public with record request when an employee on the clock in her capacity make the video or anything that is public record and I would like to know why she felt that she could denies that your request. I'm sure that she's an attorney and attorney would be would tell her absolutely that she needs to have that submitted and put in within five days it's very alarming and really it's just basically her contact(?) was it because she was on camera that she felt you know very very hostile or what the issue was being so rude to someone but it was like I said more alarming about the public record request to show that you have a contact number for me and I will be speaking to him and trying to get an interview with the mayor also on this because this this they're very big(?) I'm in very bad light. So but thank you I'm sure I won't get a call back or any type of comments but this is an acceptable behavior just totally unacceptable. I hope that you have better days and learn how to treat people with respect and dignity and that's all we all asked for and to go back-the(?) in a position that you're in. You should know what the public request is you should know that that your employees are subject to the public to request that salary any type of information and you know of an employee uses a personal phone on the capacity of a job that made a public record commonsense and knows(?) that but you have a wonderful afternoon and God bless you and like I said that right let's do a little bit better for the public. Thank you.

**From:** [tel: 4846676624](tel:4846676624)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from COMMUNITY HVAC (4846676624) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:15:27 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Message too short for transcription

**From:** [tel: 4074867857](tel:4074867857)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DANA KIMBALL (4074867857) to 5853374728  
**Date:** Wednesday, March 29, 2023 5:29:33 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Alright sir I want you to know I just saw the video on YouTube and I know you get us a call if you're about to get a [...]a(?) call the behavior of that clerk is completely acceptable. The attitude was unacceptable. This is why people are bringing cameras now to show the behavior of some city employees that we be happy that we pay for whether you like it or not what he's doing doing a first amendment(?) audit. This is to show the people the treatment we get. If you do not say anything to her. You are part of the problem. Make sure you understand that tens of thousands of people will be seeing the video when all just get behavior like that from an employee. Yes what happens is now open season you will have every all the major audits come check you out because behavior like this is what pays your bills realize that when you get behavior like this and they videotape it more people watch these people are making over \$100,000 the year taxing behavior like this. My suggestion to you is you give a complete training to every employee now as a matter fact this is now public record because this call is been recorded if you destroy this. You have committed the crime dog now that I've given you this recommendation to give the training to your employees. If anything should happen you would be responsible to I would highly recommend you train your employees have them sign a paper understanding what's going on now that this is a public record. You can be held liable City Manager from what I'm aware of. Have a good day paying your employees.

**From:** [tel: 9284999967](tel:9284999967)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DANIEL HARPER (9284999967) to 5853374728  
**Date:** Wednesday, March 29, 2023 10:38:02 AM  
**Attachments:** [message.wav](#)

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This call is for Jean Mdm. You seem to forgotten that you are a public servant-but(?) drop the attitude and quit being a [...] to the public serve as what you're supposed to do.



**From:** [tel: 9284999967](tel:9284999967)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DANIEL HARPER (9284999967) to 5853374728  
**Date:** Wednesday, March 29, 2023 10:50:50 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Christopher this is for Eunice in regards to this video where you forget you're a public servant public is your boss. Be polite and respectful and have you ever heard of the constitution because it sounds like you're a [...] idiot and you don't know the real law tighten(?) up and become a good public servant serve the public respectively-and(?) pleasantly.

**From:** [tel: 9284999967](tel:9284999967)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DANIEL HARPER (9284999967) to 5853374728  
**Date:** Wednesday, March 29, 2023 10:52:11 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Alison this call is for you. You're being a [...] terrible public servant. You don't know the law the constitution. And that video that you took is public information. Quit being a [...] idiot learned a lot and remember you are a public servant who served the public. You have no power over in the one outside of maybe your home and your husband that you make married(?) diaper tight-not(?) do a better job.

**From:** [tel: 3865901976](tel:3865901976)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DANNY DIXON (3865901976) to 5853374728  
**Date:** Wednesday, March 29, 2023 1:25:21 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Okay I think these extension should go to the person listed with this is about Alison Hershman another employee who thinks that they can treat the public with this thing. There's no excuse for it. It's uncalled for and the video she took is a public record and the gentleman will end up with it. So she better not delete it because that is breaking the law so anyhow either do better treat your input teacher employees to do better or they should go get a job in the private sector and stop serving the public because obviously they don't have the temperament they don't know how to speak to the people that pay their salary. Anyhow have a nice day.

**From:** [tel: 3865901976](tel:3865901976)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DANNY DIXON (3865901976) to 5853374728  
**Date:** Wednesday, March 29, 2023 1:23:08 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Yes my name is Dan and I'm a concerned citizen. Just watched a video of Mr. Chrisman treating a member of the public lesson with the stain. I don't understand how people who receive tax payer dollars to pay their salaries and treat a member of tax payer the way that she treated this gentleman in the video. It's raining it's uncalled for and I hope somebody sees this and does something about it. Anyhow I'm sure you'll see the video if you haven't already do better or go find a job in the public sector or in the private sector I'm sorry with this is unacceptable.

**From:** [tel: 5854748523](tel:5854748523)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DAVID RICCI (5854748523) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:25:04 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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I love the tonic-and-a-dagger(?) in your building inspector is lying on film you need to fire him. I don't appreciate this and I'm sure you see there's a lot of people that don't appreciate the way you treat your taxpayers to bother you need to do about better.

**From:** [tel: 5854748523](tel:5854748523)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DAVID RICCI (5854748523) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:23:45 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hi Liz it's-anna(?) Canada aguilar(?) and I'm appalled at that the stain your people show towards the citizens to pay your salary. You guys need to be trained you need to look on YouTube there's a lot of auditors and when they see this I would wanna be your town you guys need to learn that you work for the people. I can imagine what you're going through right now it's only gonna get worse and he train your people stop violating our rights you don't make the laws you work for us. That's how America works. If you guys got do better you got a new way better because I can only imagine look phone calls you're receiving right now to better.

**From:** [tel: 5854748523](tel:5854748523)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DAVID RICCI (5854748523) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:47:59 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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We need accountability. Pick up the phone. You don't wanna act like you're all that you're a public service and you must serve the public with a smile without violating people's really be accountable. Stand up and take the accountability for your employees for actions and arrogance(?) again. If you are learning today and in today and over. People need to go to jail.

**From:** [tel: 5854748523](tel:5854748523)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DAVID RICCI (5854748523) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:49:39 PM  
**Attachments:** [message.wav](#)

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Doug French better have a press conference and tell the public how you are going to fix your poorly ran town. You need to be accountable and not gonna bury your heading the San there's a lot auditors out there in the longer you don't answer the call. You're gonna see dozens of them come to your place and they're not gonna stop until you do your job and follow the Allstate you talk.



**From:** [tel: 9175000352](tel:9175000352)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DAWOOD,SIVPOV (9175000352) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:57:02 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hey sir I just wanted to let you know you did a poor job of trying to strip the order of his rights. You had a rude employee recording him and you also had people say that her phone is not public records you did a very poor job of business that you did was very very very very very very scary and should be reprimanded for that. I hope next time he comes in there don't bother him know just answer his questions and let him fill because he do have a constitutional rights made by the fore fathers and the Supreme Court. So hope you learn your lessons next time when you come. Have a good day.

**From:** [tel: 9723996921](tel:9723996921)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DESMOND ROBERT (9723996921) to 5853374728  
**Date:** Wednesday, March 29, 2023 4:28:32 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes to a Christopher Jenson. He checks orders from we the people we pay him and grateful [...] parasite he forgot that he works for us we do not work for him if he doesn't like his job he's gonna get another one that easy. We tell you what to do. If you don't wanna be told what to do then don't work for way the people you work for us. Okay. That's how it works and respect comes when you have it you don't deserve it you get a paycheck parasite wait your pay check for parasites. You need to get the bosses around you work for us. You have a great day come back.

**From:** [tel: 5307427663](tel:5307427663)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DEVAUGHN TODD (5307427663) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:15:33 PM  
**Attachments:** [message.wav](#)

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This is extension of the last message. You guys are not only arrogant but your coward also quit being not he's(?) okay. That's what you guys are. We're just doing our job. That's what they all was all a favor redesign. Get everybody out of there because you any help in anybody and that new people get in there and maybe they'll be public service because you clearly are not this is the new normal in America. We are going to film(?) home. Our public servants and we are going to expose your bad behavior all over the Internet for the rest of time so you can show your grandchildren how much.

**From:** [tel: 5307427663](tel:5307427663)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DEVAUGHN TODD (5307427663) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:11:21 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Yeah this is a message for Jean Chrisman. Do America a favor and just re-sign just quit your job because you don't like people and you call yourself a public servant but you will not serve the public. You're arrogant and you do a poor job. So just quit go start a company and treat your customers like that and your company will last approximately five seconds. If you didn't have the power of the Almighty government that you think you have behind you. You'd be nothing that's what you are you're nothing you're arrogant and you're napping without the power of that so called government behind you quit your job. Go do something good for America. Quit being a communist. Okay. See you later fire or get rid of her. She's no good. There's probably other one(?) the dude in the building department to release shut his mouth at some point but he people are on believable with your arrogance towards the sid-henry(?) remember public servant. That's what you call yourself but acting like it.

**From:** [tel: 7752941900](tel:7752941900)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from GEORGIA BETTS (7752941900) to 5853374728  
**Date:** Wednesday, March 29, 2023 1:02:22 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hello Doug or whoever else is supposed to answer the phone at a publicly listed number that that's what you get tax money for this to answer the phone or the public who has the number I'm calling for Jean Chris man and she's supposed to answer the number at 2225. That's listed as her contact. This is unacceptable that we have to leave an answer as message on the answering machine as that's not going to cover everything that we need to talk about. You need start answering phones around there. This is unacceptable that we have to leave a message like this. You guys are publicly paid you guys a public agents you guys are public entities that are account accountable to the people ethics in government act of 1978 read it everything else that you guys are doing way unlawful if this is Jean Chrisman needs to be terminated from her position ASAP as she was charging people for the copy(?) of this photo copier is the copy machine is paid for by tax dollars. The paper that goes into the paper by tax dollars that any of the printing is it come out of it our public printing you guys don't own the cat the cash right the copy machine the people do you are not to be charging 25 cents for copies that are of public information on by the people your town does not own anything that thing is only mediated by you people. That's our town not your town you guys don't own anything in there including yourself. You guys sworn-out(?) to be public service agents. It comes with added cost to you not to the people you're supposed to be serving the people of the sole benefit of the people and not that of your own agents or your agency. You're not to be seeking private game for your agency or any of your agents over that of the concierge(?) performance of your duty to the people who you should be serving for the sole benefit of the people not for the all benefit of you or any of your agents. This is it's not about feelings you swore the oath to be a public service agent and if you don't like it you should've got a job in the public sector or in the private sector and that's where you should go.

**From:** [tel: 7752941900](tel:7752941900)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from GEORGIA BETTS (7752941900) to 5853374728  
**Date:** Wednesday, March 29, 2023 1:03:22 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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This is unacceptable. The people should expect more than what this is providing Doug France should step down and resign as soon as possible. This is unacceptable not answering the phone call down there at the ball at the public building. This is highly unacceptable you guys think that you own the public and this is that's just the forest. Doug fish(?) needs to go.

**From:** [tel: 7198317849](tel:7198317849)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from HALEY MICHAEL (7198317849) to 5853374728  
**Date:** Wednesday, March 29, 2023 4:13:13 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Just watched your video man terrible work PC gotta do better man.

**From:** [tel: 6032193654](tel:6032193654)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from J BRISSETTE (6032193654) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:27:24 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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We're gonna hold us accountable for actions in your city when we do things wrong and we wanna hold you accountable in your city. Alison broke the law. She created a public document. If things aren't rectify this gonna be a lot more people coming to the town hall with cameras. So I think you just do the right thing. Swallow your pride and whatever else you decide to swallow when I do the right thing here. Have a good day.



**From:** [tel: 6032193654](tel:6032193654)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from J BRISSETTE (6032193654) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:46:24 AM  
**Attachments:** [message.wav](#)

---

The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

funny(?) Doug I'm trying to regress my refresh(?) my grievances with my with my government and every number I call and extension leads right back to you it seems like Jean doesn't know her job either with somebody since there and wants a record request and time stamp receipt yeah charging 25 cents. I think you're [...] stupid. You guys are retarded you don't know your job you don't know the law you might quit let everybody else take over [...] idiot.

**From:** [tel: 5859199492](tel:5859199492)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from JACK GLOVER (5859199492) to 5853374728  
**Date:** Wednesday, March 29, 2023 2:02:51 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah my name is Jack my phone number is 585-919-9492 and I just watched that video on YouTube of guy for your requesting information and it was denied by the town clerk and I'd like to know when the meeting is gonna be but the town supervisors. So I'd like to attend give me a call back I'd appreciate it again 585-919-9492.

**From:** [tel: 8055981571](tel:8055981571)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from JAMES HANLON (8055981571) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:21:45 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah I was just wondering if Jean Chrisman still work there because she shouldn't she shouldn't deal with public at all. She doesn't know her job. She's very difficult about her husband's a policeman it was ridiculous it's ridiculous how you treat the public. Have a great day.

**From:** [tel: 5412229544](tel:5412229544)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from JASON ELLISON (5412229544) to 5853374728  
**Date:** Wednesday, March 29, 2023 1:34:13 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hello I just calling to see what the YouTube video. I don't know if you're aware of your employees actions but I just wondering if you were aware of them. Alison Hershman and the other gentleman in the video are all your employees like that are they all under trained or do they need more training or are you totally okay with their behavior. If you give me a call back 541-222-9544. That be fantastic I just you know think about coming to visit there but not with the way they're behaving I just didn't know what you thought about that if you could share with me that be great.

**From:** [tel: 5412229544](tel:5412229544)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from JASON ELLISON (5412229544) to 5853374728  
**Date:** Wednesday, March 29, 2023 1:50:07 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hello hey further in that video. Jean Chrisman and I charge 25 cents per page. good(?) times to make it into another for request. What are you guys doing there. Why you're supposed to public service and you like show this to stain for the public exercising our rights. What is wrong with you guys do you approve of this again my name is Jason 541-222-9544. Please let me know what the heck is going on there. I can understand why you guys behave this way the lack of training are you okay with that.

**From:** [tel: 3312000618](tel:3312000618)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from KALLAS,JAMES (3312000618) to 5853374728  
**Date:** Wednesday, March 29, 2023 9:31:52 AM  
**Attachments:** [message.wav](#)  
**Importance:** High

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah the town manager just really did not have a good look for you guys in your town. Just straight up lied to this gentleman this auditor is just not a good look I don't understand what but people don't understand about public photography. It's 2023 people. You can take video or photography in public areas. Okay and I to have this town manager does lie I didn't say that it's on camera he said you can't record in a public you can't do that in public it's just silly image stuff looks.

**From:** [tel: 4045283911](tel:4045283911)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from KAREN SPRINGER (4045283911) to 5853374728  
**Date:** Wednesday, March 29, 2023 7:17:22 PM  
**Attachments:** [message.wav](#)

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---

Hey Doug I just called to express my concern about your town clerk Jean Chrisman. You know I've I've known some petty public servants and seems like Jean is kind of Lowes to serve the public who pays her her salary every year to do her you know basically simple job not people don't answer much but we do ask for we don't think it's too much to ask to get a smile and a prompt efficient response back to request from the public that her(?) her job to fulfill. So I don't I don't know if Jean come up for review but I believe she could have an attitude check as a part of that and somebody could remind her where her salary comes from where the benefits come from and so I just thought you should know. Thanks.

**From:** [tel: 9716660193](tel:9716660193)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from KATIE DEAN (9716660193) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:30:38 PM  
**Attachments:** [message.wav](#)

---

The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Hey basically nobody answers phones down there where you guys are working for the public. So what are people supposed to do just kinda sit around waiting but you guys getting the mood to like maybe like possibly like do your job and then charge us 25 cents for a piece of paper plate Town Clerk Jean Chrisman. Well there's such a thing as accountability and you're on the radar for it right now so maybe you might wanna pick up your telephone and call a few people back or just start answering calls because this is childish and unacceptable. Thank you. Bye.



**From:** [tel: 9716660193](tel:9716660193)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from KATIE DEAN (9716660193) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:30:38 PM  
**Attachments:** [message.wav](#)

---

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---

Hey basically nobody answers phones down there where you guys are working for the public. So what are people supposed to do just kinda sit around waiting but you guys getting the mood to like maybe like possibly like do your job and then charge us 25 cents for a piece of paper plate Town Clerk Jean Chrisman. Well there's such a thing as accountability and you're on the radar for it right now so maybe you might wanna pick up your telephone and call a few people back or just start answering calls because this is childish and unacceptable. Thank you. Bye.

**From:** [tel: 9716660193](tel:9716660193)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from KATIE DEAN (9716660193) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:28:04 PM  
**Attachments:** [message.wav](#)

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At this point I'm just trying to figure out if anybody ever picks up the phone down there at their place we're paying for and what's going on down there getting ridiculous. Well we got you know on camera so we'll(?) see how it-goes(?) smart [...].

**From:** [tel: 9716660193](tel:9716660193)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from KATIE DEAN (9716660193) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:24:28 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Message too short for transcription

**From:** [tel: 9419615988](tel:9419615988)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from KEETON,TORY (9419615988) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:48:10 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Hi I was trying to get a hold of the lady named Jean I just saw her on a video or she acted and I wanna say terribly unprofessional only(?) but just see I'd apparently someone she denied someone's for your request and it's just upsetting to see that our country is going this direction and people are deciding what laws are gonna abide by and what laws are not. It's just it's just upsetting. So I was calling to talk to her and say look you know not your fault you made a decision a bad decision but you gotta correct that make sure it doesn't happen again because our country is dying and this is this isn't cool man. So God bless you take care God bless America.

**From:** [tel: 9419615988](tel:9419615988)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from KEETON,TORY (9419615988) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:48:10 PM  
**Attachments:** [message.wav](#)

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---

Hi I was trying to get a hold of the lady named Jean I just saw her on a video or she acted and I wanna say terribly unprofessional only(?) but just see I'd apparently someone she denied someone's for your request and it's just upsetting to see that our country is going this direction and people are deciding what laws are gonna abide by and what laws are not. It's just it's just upsetting. So I was calling to talk to her and say look you know not your fault you made a decision a bad decision but you gotta correct that make sure it doesn't happen again because our country is dying and this is this isn't cool man. So God bless you take care God bless America.

**From:** [tel: 9186932603](tel:9186932603)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from LINDA YOUNG (9186932603) to 5853374728  
**Date:** Wednesday, March 29, 2023 4:09:24 PM  
**Attachments:** [message.wav](#)

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The original message is still in your account.

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Yes I'm pretty upset with Jean and Alison's behavior with the gentleman that had the camera that both live thing they sending on a goose chase they violated state law but not given a note for your request. He will follow through with it and will be donating money to his to his case and if you're not careful those rude arrogant ... I had totaled-a-stain(?) for the public will get your account suit again and maybe even in sales. Please correct the problem and get some in service to.

**From:** [tel: 9186932603](tel:9186932603)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from LINDA YOUNG (9186932603) to 5853374728  
**Date:** Wednesday, March 29, 2023 4:06:59 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes I'm disappointed in all the behavior of your employees in the Town Hall there from the city clerk to the code enforcement to the other supervisors. If you take video or a picture off your phone while on duty. It is a public record and just send this gentleman on a monthly case is plum ridiculous. You guys have now been exposed. Other auditors are gonna come and you're gonna have to answer for your incompetence that has been to the Spring court it should be easy and I can't believe how rude they were lying to me getting Lyle you need to get this taken care of or somebody's gonna sue go town Hall and maybe your employees personal.

**From:** [tel: 9186932603](tel:9186932603)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from LINDA YOUNG (9186932603) to 5853374728  
**Date:** Wednesday, March 29, 2023 4:06:59 PM  
**Attachments:** [message.wav](#)

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Yes I'm disappointed in all the behavior of your employees in the Town Hall there from the city clerk to the code enforcement to the other supervisors. If you take video or a picture off your phone while on duty. It is a public record and just send this gentleman on a monthly case is plum ridiculous. You guys have now been exposed. Other auditors are gonna come and you're gonna have to answer for your incompetence that has been to the Spring court it should be easy and I can't believe how rude they were lying to me getting Lyle you need to get this taken care of or somebody's gonna sue go town Hall and maybe your employees personal.



**From:** [tel: 9162708990](tel:9162708990)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MANSFIELD,SCOTT (9162708990) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:47:31 PM  
**Attachments:** [message.wav](#)  
**Importance:** High

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The original message is still in your account.

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As the public my question is does James Chrisman have an education at all past eighth grade seems like she's not her job and yes if you take public photo(?) or video while you're working on a job. It is becomes public and we get it she needs to learn and she needs to go back to school. This is important that you have working for you. Are they in Brad going on here. You guys are the check the [...] out you guys did an awesome job.

**From:** [tel: 9162708990](tel:9162708990)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MANSFIELD,SCOTT (9162708990) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:40:05 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hello I am the public and even wondering your place when you are working in your capacity we are allowed to film you need your name when you're working. You are a bad [...] manager you don't know the [...] so someone is that they can't film-in(?) a public place go back to school [...].

**From:** [tel: 9162708990](tel:9162708990)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MANSFIELD,SCOTT (9162708990) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:37:36 PM  
**Attachments:** [message.wav](#)  
**Importance:** High

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The original message is still in your account.

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Yes me I was a public just want you to know that only ask for your name when you are in your working passes that you have to give it to us and when you film us we get get your camera and get the pictures off it if you want. Why are you guys so stupid up there. What's going on who's training you people got there.

**From:** [tel: 6363580341](tel:6363580341)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MICHAEL JAKAB (6363580341) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:45:09 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Unable to transcribe. This failure has been reported.

**From:** [tel: 4076205514](tel:4076205514)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MOFFITT RICHARD (4076205514) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:08:50 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes I just wanted to say that I just you to video of your townhall(?) and your town clerk is a complete tire and she's the disgusting example of a public employee. Please be fired or retrain understand that the public is her fault she completed she treated that journalist with complete the same video is just the evidence of what we've all known about public employees she's disgusting and where you're gonna be getting thousands of calls hope you guys are ready for.

**From:** [tel: 7702566913](tel:7702566913)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MR PETES (7702566913) to 5853374728  
**Date:** Wednesday, March 29, 2023 2:24:18 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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It is not possible to reach a human being we have called several times left several messages every time I call it goes right to the same machine.

**From:** [tel: 2093711302](tel:2093711302)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from OBRIEN DANNY (2093711302) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:18:26 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Saw the video. I'd be really embarrassed if I was you guys.

**From:** [tel: 2064550004](tel:2064550004)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from ONEILL SPENSER (2064550004) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:03:25 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hey Doug it's Spencer. Just wanna do a few questions. If you can give me a call back at 206-455-0004. Thank you.



**From:** [tel: 2403153913](tel:2403153913)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from Pack Ricky L (2403153913) to 5853374728  
**Date:** Wednesday, March 29, 2023 9:43:42 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi I'm calling about a video done by auditing Erie County. The title of the video that you can't take pictures that's against the law was posted two hours ago it already has 5300 views. There's a person on here at town-court, -jean(?) Chrisman who is charging. Hey sorry-there(?) 25 cents just to get a receipt and then requiring that he put in for you request for receipt and she she claims she knows her job but clearly she doesn't I'm not sure about the before you balls(?) in New York but most places the first eight pages of any document is it's free and then 25 cents or whatever charge afterwards. So this is kinda confusing and if somebody could give me a call about this I would appreciate it. So I don't have to keep calling back to get an answer. My number is 240-315-3913. Thank you very much.

**From:** [tel: 2403153913](tel:2403153913)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from Pack Ricky L (2403153913) to 5853374728  
**Date:** Wednesday, March 29, 2023 9:46:20 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Hi I'm calling about a video done by augustine(?) Erie County. The title of the videos you can't take pictures that's against the law. It was posted two hours ago already has 5300 views. I was looking at that and in this particular town clerk Jean chrisman(?) is trying to charge a person for a receipt that he wants for his for your request and which is confusing and Dan wants him to fill out another for your request to get a receipt of his first for your request. She claims in a video she knows what she's doing. She knows her job but clearly that's not her job to charge 25 cents for a receipt. So I'm confused about that and would like somebody to give me a call back if you would because I don't wanna keep calling over and over again if somebody can give me a fairly timely call back I'd appreciate it. My number is 240-315-3913. Thank you.

**From:** [tel: 9172572733](tel:9172572733)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from PANCETTI,NATALI (9172572733) to 5853374728  
**Date:** Wednesday, March 29, 2023 6:58:04 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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believe(?) you talked to people you think you're better than other people. \$70,000 a year not the way you talk to people. You need to go to people talking skills. You don't know who you're talking to. We're gonna make thousands of phone calls the thousands.

**From:** [tel: 8042715261](tel:8042715261)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from PATRICK FRANKLI (8042715261) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:28:57 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

I'm sorry said the wrong number. I was calling for people who believe in freedom but you all seem to be communist. Sorry about that.

**From:** [tel: 6263839209](tel:6263839209)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from PEREZ,MARTIN (6263839209) to 5853374728  
**Date:** Wednesday, March 29, 2023 7:22:16 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Wow woman you really don't know how to think are you sure that you should be in this office because man I just saw the video and you're an idiot. Thank you.

**From:** [tel: 5714451016](tel:5714451016)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from RANDALLERVIN TE (5714451016) to 5853374728  
**Date:** Wednesday, March 29, 2023 1:25:34 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi Mr. Account manager. I'm calling in regards to a Jean Chrisman and her toll district the staying for public citizens. If you guys gotta learn that you know you're a public service where the where the public we pay you you have to have respect for us. You should bow down to us to do everything we need within your provisions and course you know what I'm talking about that VA with her being a real you know what trying to services not being very respectful just totally totally be in up just staying to the persons who are her boss and your boss everybody's public servant and I will try to get along but the more you guys try to get away from us and try to be a socialist car system regime. The more it's gonna be like this and we just need to get together and you know and have accountability and learn how your bosses are and that way we can all get along. You know I'm saying. Come on man do a better job in consultation-maria-boxes(?) got it.

**From:** [tel: 9494188439](tel:9494188439)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from REHDER, SEAN (9494188439) to 5853374728  
**Date:** Wednesday, March 29, 2023 9:53:28 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Mr. French good morning. We're getting calls that your child specifically your town clerk in Chrisman is charging members of the public for receipts of receipts for documents received by members of the public with the payment form request form. It appears that Jean Chrisman(?) is charging people for the receipt of such documents and that that's the way they do it their quote unquote and I'm assuming this is written policy. So I'm just trying to track down you guys may have your policy is posted online if I can get that URL for that or the Internet page that would be great but either way we need to get a copy of your account policy specifically in regards to a message of giving receipts to public. Thank you very much bye.

**From:** [tel: 4012691322](tel:4012691322)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from ROBERT OLIVER (4012691322) to 5853374728  
**Date:** Wednesday, March 29, 2023 2:57:31 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Your town clerk. This is Jim wick(?) that needs to be replaced.



**From:** [tel: 8035861659](tel:8035861659)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from RON,NA (8035861659) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:08:14 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Yeah I was trying to reach Alison Hershman. Sorry you to video with her on it where she said it's not allowed to recording or building not your freaking(?) building you stupid [...]. You are a [...] do you even act like a [...] you [...].

**From:** [tel: 8035861659](tel:8035861659)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from RON,NA (8035861659) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:23:30 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah hi I just wanna leave a message for Jean Chrisman. Yeah I saw the video the YouTube video about the gentleman who came in to request some information snarky little [...] aren't you but you understand you work for the public. You don't own the town you know owner office year. You are a public employee you work for the public. The public is your boss. Just get your [...] straight. Sorry that's.

**From:** [tel: 9542635214](tel:9542635214)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from SCHWARTZ,ROBERT (9542635214) to 5853374728  
**Date:** Wednesday, March 29, 2023 10:55:55 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi this is a message. This really should be for the town board and the mayor. It's regarding Ms. Chrisman and her attitude towards the public and her doing her job. She has a nasty attitude. She clearly does not wanna do her job here we just had the staying for the public. The people that are paying her salary and she has no business being a public servant she has no business working tax payers. She should really find yourself another job she wants working at the McDonald's shoveling prize pack and grocery she she's she's a nasty which she has no business we're working on the tax payer time. She should be fired. Thank you.

**From:** [tel: 5012582688](tel:5012582688)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from SCOTT SERWACKI (5012582688) to 5853374728  
**Date:** Wednesday, March 29, 2023 1:42:00 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah hey my name is Scott I'm watching a video of your town your town clerk Jean Chrisman and she's terrible I mean she's as unprofessional as any unprofessional more could possibly be you need to travel-wall(?) and teach her how to do her job or I'll be better if we just replace her with somebody who was confident because she's definitely not like a call thanks bye.

**From:** [tel: 3304427661](tel:3304427661)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from SIKORA JEFFREY (3304427661) to 5853374728  
**Date:** Wednesday, March 29, 2023 7:43:35 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi Jean just watch you on YouTube you claim to know how to do your job. You don't that is not how receipts work someone comes with in the document and they need to have evidence that they've dropped it off. Tax payers already paid for that learn your job please.

**From:** [tel: 7162164051](tel:7162164051)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from SMITH MELANIE (7162164051) to 5853374728  
**Date:** Wednesday, March 29, 2023 10:47:26 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi yes this message is for anybody who may concern at the tone especially the clerk. You need to treat the public better and watching the video on YouTube. Your actions are ... and I'm just because the person is the camera does not mean that you treat them differently if someone was black you wouldn't treat them differently just because they were black. That's braces(?) just for someone has a camera protecting or exercising that first amendment rights. Does it make them threat or a bad person. So get your [...] together. Don't be a ... and get your head out of your [...] alright [...]. Have a great day.

**From:** [tel: 3195307830](tel:3195307830)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from STEPHEN P. WOMB (3195307830) to 5853374728  
**Date:** Wednesday, March 29, 2023 9:48:05 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hey Alison just watched you on you too. You are a joke. Do you go to a bank or grocery store post office and tell them to turn off the cameras because it's illegal to film you what an idiot.

**From:** [tel: 3234228711](tel:3234228711)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from STEVE BROOKS (3234228711) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:25:37 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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The more you don't answer your phones the more you're gonna get phone calls. Why don't you just quit Christopher Alison and Jean you're evil disgusting human being is that don't deserve to be working for the public will you check yourselves do better in discussing pieces of crap.



**From:** [tel: 3234228711](tel:3234228711)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from STEVE BROOKS (3234228711) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:24:13 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Alison Hershman Christopher Johnson and Jean Chrisman are on educated mean nasty rude public servants who really need to get another job. Your behavior was disgusting on that video from Yuri County disgusting behavior. You guys should be ashamed of yourselves your service obey [...] you don't have the authority you think you do the [...] you think you are pieces of [...].

**From:** [tel: 3234228711](tel:3234228711)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from STEVE BROOKS (3234228711) to 5853374728  
**Date:** Wednesday, March 29, 2023 3:22:48 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah this message is for Jean Chrisman. Christopher johnson(?) and Alison Hershman. Your behavior is disgusting your service. We will you work for the people you don't [...] have authority like you think you do your piece of the [...] and you're rude extremely rude. You need an education you need to get a new job you guys are disgusting [...] disgusting.

**From:** [tel: 2532056343](tel:2532056343)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from TANYA CARLSEN (2532056343) to 5853374728  
**Date:** Wednesday, March 29, 2023 9:50:12 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi yes I'm calling for Jean Chrisman. I'm just wondering if she has learned you know how to do her job and if she is willing to respect the rights of the public if you can give me a call back at her convenience that would be great thank you so much I appreciate you. Bye bye.

**From:** [tel: 5019205180](tel:5019205180)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from TAYKOWSKI CARLO (5019205180) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:10:47 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah I don't know why you guys wanna play games with our public records but when somebody submit a request for a public record of foil request. It's your responsibility to accept it date and time stamp it and give a cop back to the individual that requested that public record as their receipt for your their submission. Now why you wanna be difficult to create problems and get all these phone calls and people upset about that. I don't understand but Ms. Chrisman. You need to do your job correctly as you're paid to do. Thank you.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 9:24:04 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hey this message for Alison. Alison you look like a complete moron instead behind that office taken video said you can have my name why do you need my name if you can video me I can video you don't you understand you're a public official when you work in the government. Don't you understand the certain was applied to you that does not apply to citizens mean as a public record just like the guy said you're an idiot. Where your [...] job where the wall and I understand your position to serve the public. If you don't like it go work in the private sector.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 9:24:47 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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You guys learn your lesson on the first amendment and what American citizens are allowed to do and should do figure it out idiots(?) you work for us or go work at Walmart. You might be able to handle a job as a greeter. I don't know. Doesn't seem like it.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 9:27:11 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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As a citizen(?) I'm hoping you guys learned your lesson on the first amendment. I know that is not your office. It's our office we pay the taxes. Could you to work and it you don't like it you know like people recording you in public and you can go work at Walmart as a greeter maybe if you can handle that what it seems like they can so maybe should just stay home and closure Kurt.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 9:32:54 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes this message is for Jean Gina Tom Clark you're [...] idiot Jean the [...] you do it all now it's gonna be a quarter. All you gotta pay a quarter to get a receipt. You're a [...] moron Jean. You don't understand how public records work you think you do but you don't and this guys gonna teach you a lesson. Alright [...] because you're [...] stupid and watch this video of you and your [...] little other employees act like [...] bag [...] pathetic this why people are sick of the government and it's sick of people like you nothing but a Karen.



**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 9:36:42 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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I can't just not answer the phone you [...] idiot. If you don't like it quit. You cannot not answer the phone you need to do your job your job is to answer the phone and work with the citizens do with the citizens need you to do you under [...] stand that go work at Walmart if you don't [...] like your job your public servant you need to serve the public. Stop avoiding phone calls.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 10:02:47 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes I'm trying to reach Teddy Jean Chrisman I was gonna send her a couple of quarters or something. Just wanna make sure that she reaches that they reach her maybe I'll send her four quarters. I wanna make sure I help out the next guy to put a bunch of idiots.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 9:57:58 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Unable to transcribe. This failure has been reported.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 10:03:54 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Where you guys taking the day off. Answer the phone. You don't want 50 people down there in the freaking lobby. Answer the phone.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 10:09:30 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hey Doug I was calling about Jean Chrisman. I saw that she was extremely unprofessional Patty and basically just incompetent in her job and I don't understand why she has such a staying(?) for the public. I'm not sure if she's appointed by you or if she's appointed by or if she's elected but I don't think somebody that has such a to-staying(?) for the public should be working for the public and she's good enough to take her money and I don't understand why she's not good enough to to be professional and do her job and to know her job. So if she's appointed I would suggest that maybe find a new town clerk. If not then you know we can find out about whether she's elected or not and see if we can find somebody to replace her if she's appointed and you know replace or whoever a pointer-her(?) then we can have them replaced also. So thank you. Have a good day.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 10:17:16 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Alison [...] not see your problem take pictures anywhere we want to we could film anywhere we want to that's a public building tax payers on it not you you stupid [...] [...].

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 10:11:57 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi good afternoon I'm calling as a citizen(?) and a local member of our community here and I was provided with a video it's Christopher Jansen and Alison hershman(?) their behaviors of Paul Wayne that is not what we pay our public servants to behave in such a manner to public citizens exercise and the first amendment ... protective activity. You know what those two individuals and position. They're giving our town on Main or or representation and quite an embarrassment for our community. I hope you guys are receiving all these phone calls and I hope you take action against these two individuals. Simply because they got their feelings hurt because of the camera. They not understand that their public workers working on our dime school unless let's do better let's(?) not paying(?) our community in such a light. I hope you take action against these two individuals because until that happens this phone calls are gonna stop and I know they're not gonna stop Alison needs to find yourself without a job. I mean she's only making \$6400 a year. Trying to get rid of that dead weight put her out on the street have a pick up a camera and let her exercise our cost additional rights of the unemployment line and as far as Christopher. Christopher needs a change of attitude and probably gonna die. Thank you.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 10:21:49 AM  
**Attachments:** [message.wav](#)  
**Importance:** High

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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You guys are you too famous now. I called to speak to Christopher Jenson for some reason you guys aren't answering the phone. I wonder why today is what day is it Wednesday already. It is Wednesday March 29. I'm at the Google ... office is open right now which is should be it's where you guys. Nobody's answering the phones crazy is because you're used to payments but I need but anyways when anybody comes in a holding a camera to document coming into a public building to video tape anything they can see from public access has the God given constitutional right to do so. So if you guys figured out that he can do that let Christopher know somebody called backs up these auditors that go around and film police stations banks(?) anything everywhere in public that they can and this gentleman has a lotta ... who scribe. I'm not gonna give his name because it's not worth my time for you guys to know anything as you figure it out yourself which I'm pretty sure you will but you're probably gonna get a lot of phone calls for your behavior on camera and Chris why would you why you didn't saying he could video tape you did lifelong camera we we watched you. So you're just like the rest of the [...] politicians car judges(?) sometimes lawyers wife. I was lied you lied on camera and you represent that town. You're crazy. Why would you do that. Anyways everyone somebody wants what's a call for your request for being film(?) they got the right to get that that's called public access. Okay. it's(?) ... kenny(?) think right now you got me so upset but I'm keeping my calm so I don't explode and I don't get in trouble for calling you Henry dressing my grievances to Christopher jenson(?) sir I hope you were Angelo Singh just smile and wave and walk away. That's all you gotta do represent your town appropriately and you won't get all these phone calls or more cameras coming to your office. Just it.



**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 10:31:45 AM  
**Attachments:** [message.wav](#)  
**Importance:** High

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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I was calling for Paul eight or in GT to leave him a message about an order that came down to the office and was calling to for filming in public by Alyssa or Alison reshmi(?) and Christopher Johnson which wasn't very nice they they weren't nice to him at the beginning. They were quite rude and that's not called for when you guys are in public work for us correct(?) the tax payers and you shouldn't behave like that especially in camera(?) and then chris(?) goes in ... in(?) ... and-said(?) you can't dona(?) and then leave the office for like two seconds turns(?) because that-acts(?) like a moron like he doesn't know what the [...] you're talking about but I didn't say he couldn't tell me it's on camera. So when you guys find it. I hope that you do because then you'll see some of our staff members are being Jack [...] and not representing your company very well which you know you should not quite that person comes up to you with the camera reply(?) represent accounts(?) in your name. How can I help you if you can't help him because he's too busy filming the new walkway your [...] job. I'm a cut off so I'm continuing and I just like to say that if you guys behaved in a correct manner. This would never be blasted on you to for the world to see he's got a lot of followers you guys should subscribers on his platform on you too and he goes around and does this to see how you guys at the camera in public you know you you supposed to help service when we come in the after information or we just wanna stand there and film you while you're doing your duty you know your employment there and not to lida was not to go grab your own cameras and start film-and(?) it's back because they need we have the right to do a foyer request and access your phone and get that information because it's a buzz we're not working for the public. We we go around and make sure you guys are doing your job correctly when you leave public information or private information out on the desk or your computer screen wide open and you know then you don't want your pictures of your children to be film.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 10:36:35 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah Jean Chrisman information has been disseminated on the Internet. We're gonna be sending a few auditors your way give you guys a heads up. You making 67,000+ dollars a year here. You know we we want we want our public officials to be a little bit more courteous to the public so we have no well(?) well but we'll be having some awesome people come up there and you know you're your lack of training and we're we're in in the business of training people we need it. So you have a good day.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 10:49:17 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes I'm calling about your town clerk Jean Chrisman. Apparently you guys don't understand it while you're at work and I suggest you review your your policies and procedures because we the people we don't pay public servants to sit there and take pictures with their cell phones while they're working. I'm pretty sure you probably have a policy that that does allow for your employees to use cell phones while they're at work and certainly they don't allow them to take pictures of customers who come in for service take pictures on the private cell phones. So when these public service are being paid public dine(?) for what they do and they again take out their private telephone and make a public record by taking pictures of public of people that are in public. That now becomes a public record and apparently you guys have a have a I don't know some type of lawyer there that doesn't understand a lot of is basically doubling down thinking that thinking that again since at that cell phone voice is somebody who's an employee there that you don't have the authority to tell them to turn over that record what you guys will soon find out if you don't pull your head out of your [...] that that again he's people are absolutely entitled all [...] records made it this [...] location where any public servant [...] take up your cell phone and starts recording in a public space. Again they're creating public records and those public records are available to the people. The other thing I'm concerned about is what what on earth happened I can't believe you guys are to actually charging charge money to rick-or(?) somebody get a stamp copy of the information I gave you they they simply want a stamp copy of this is the information I'm getting you I need you to sign it and date it that you received it and give me a copy when you guys start charging people for again for receiving receiving paperwork again every municipalities I've ever seen and I think you guys are are are pretty [...] up municipality in my opinion. So we need to tell you I've ever seen. Again if I if I give you a [...] form that needs to be [...] date stamped and signed that you [...] received it and I [...] need a copy that you [...] received it. I think your [...] duty bound to [...] date stamp that [...] copy and [...] get a copy that you to me that you [...] received it the [...] street in the matter of [...] interest and again what the [...] is this [...]. What the [...] is this [...] we're [...] public service are so [...] disrespectful to [...] the people to come in there. He he's recording me so I can record-you-recording(?) me so I can-record(?) it listen you can't record people while you're at work with your [...] cell phones. The only [...] thing we want you to do all your [...] work.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 10:58:17 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes I'm calling about the conduct and behavior of Christopher Johnson. Apparently there was a man exercising his freedom and apparently they didn't I guess Christopher didn't like it so Christopher decided that he was gonna shut down the office that was should have been shut down right because you guys are open right during business hours that that door should be open maybe you're close at lunch but this definitely was at lunch time and it look like because somebody was exercising their freedom in this office but I still mean their interactions with public service that he just thought he was gonna send me early close the office and we want you know that we do people we don't pay you guys to similarly(?) close the office because you don't like people exercising their freedom. So you guys should probably stop resisting freedom and do the right thing I do see here where he went to be a little paddle tail little snitch [...] and and was gonna close the office right but after he I guess talked to somebody he came back to the office and figured out that he should have been a little snitch [...] Christopher. So and then also who else who else was it that we wanna that was in that office there that needed some attention very concerned about their conduct and behavior while speaking to members of the community there you know what I'm gonna have to call you back but but in the meantime if you could just get Christopher to understand that free people never asked permission to film public servants and the discharge their duties. We know we never call ahead and make appointments to check on our public servants. We never pay fines or fees to to exercise our freedom. So and I don't know if you're if your county attorney is aware your city attorney is aware but in in the article 9 of the bill of rights. It basically says the people have so many right but they can't write them all down on paper so and basically so how it works for people base we have so much freedom. You can't write it all down and the people are definitely limited government we definitely limit to the Grant of power we gave to the government because we didn't give government or this municipality and unlimited Grant power over the people we restrict what you guys can do. So understand your proper place and government is to serve the people and I'm very disappointed in the conic(?) and behavior that I witnessed at this location. They're only two people that I saw that were half way decent interaction and they were the two clerks that we're working the desk they were very professional and trying to find information out but everybody else that I saw that municipality would like look like they [...] didn't know who the [...] they work for it looks like they [...] thought you know they somehow working [...] in the [...] building. Thank you just [...] you know some really(?) [...] cold offices and it be so disrespectful is without their cell phone while they're at work and and make public records while that work because we definitely don't pay the people at this location.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 11:23:55 AM  
**Attachments:** [message.wav](#)  
**Importance:** High

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hello I am calling because I don't understand something is in the-foyer(?) request public records. So if there's a public servant office taking pictures of somebody in public filming because it seems(?) God given rights constitutional he he can do that. What they do is they check up on your job performance to see how you conduct yourself and probably around the public people that come there to get services from you guys because you are here to serve all right that's your job that's what you're hired there for. So when you I bet you I can't think of that name but can you guys take pictures of other employees at your office can you take pictures of your computer screen. Can you take pictures private information. That's the same thing as taking pictures of a person who walks into your office then it's public information is called the boya(?) request so then all the sudden don't wanna give him the for your request. You're gonna find your [...] in court lady you're gonna find out the hard way what can happen. These auditors are playing around with the service(?) any more. What the police with anybody in public and ... behaving they can't do it any more too many cameras catch did you know that your gentleman Chris whenever why you can't take the time Chris was worried(?) that you can't videotape inside that office and then turn around he left for two seconds came back in. norm-said(?) he played dumb like I don't know what you're talking about I didn't figure well there's a there's a video on U2 that shows what a jackass he was and then mis-what your face in the pool taking video of this young man in the office it's all long and it's all on you to get her name. Oh what is her name Alison dear Alison that's funny(?) I was in got busted. Yeah you guys you know you need to learn one probably people come in there and they have the right to video tape your our service(?) at their desks.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 11:18:52 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hey there happy Wednesday. I was looking for Jean. Let her know that I called. Thank you.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 11:13:03 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes I definitely had three different extension numbers I'm just wondering why they're all going to the same spot because we're definitely trying to address the conic(?) and behavior of some individuals there that are has some [...] [...] [...] conduct and behavior towards the [...] people they alleged(?) the server. So apparently there was a man who is exercising is freedom there and this lady by the name of Alison Hershman took out her personal cell phone and create a public record and well this man wanted to record that copy that public record that she made and some [...] idiot at this [...] location denied his [...] request said that well that's her's that's her own [...] cell phone and we don't have any authority to [...] you know send her that [...]. Here's how it works why your [...] work and again if you guys wanna double down to be [...] you can be jack's(?) but the bottom line is that [...] that [...] photo will be [...] surrendered as a [...] probably [...] record. You know why because we don't pay [...] Alison [...] Hershman [...] money to [...] break out her cell phone tree-your(?) public record we pay her to [...] serve the community with the utmost [...] honor [...] respect she can [...] summons. So and you should probably review your policies and procedures again Alison should probably benefit if you review your policies and procedures that I'm pretty sure that you have policies and procedures. They don't allow for use of your cell phone while at work which would be including taking your personal cell phone while you're at work and making a public record because if you do use your public cell phone while at work and create public records guess he's entitled to those records the people who we want you know your proper place and [...] government is to serve the people and I and again I just I have zero [...] respect for [...] people in municipalities like this like [...] Christopher and Alison and that [...] [...] [...] whoever that [...] [...] [...] nasty [...] [...] lady is at the [...] counter there the chief clerk or concord(?) whatever her [...] name is so and I'm trying to figure this out so if I give you paper work that needs to be turned in and I need a stamp receipt that you received it you charge for stamp receipts is that it it then let me tell you it's just sister sale and you and your location you guys like sell justin(?) this is justice for sale up there. So I don't know what to say and the fact you know I [...] learn your [...] proper place and if I were you I will talk to Alison Christopher and whoever that other [...] rude lady is and I would have them [...] start looking looking in the [...] [...] underneath the garbage can for the respect that they last for the people because it doesn't look like they have any [...] respect for the [...] people. So if they could just [...] again maybe check on her that she can earn(?) the share for that [...] and also if they could muster up some [...] honor and treat the [...] people some mother [...] hotter up in there because because I.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 11:09:10 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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You guys really do hate the public my goodness I get this repay(?) your salaries but you are horrible to the public. I'm watching you on the video you are just horrible horrible horrible horrible horrible. We pay you 60 or \$70,000 to-at(?) the treated(?) like garbage. Thank you. I guess we do that thank you have a great day.



**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 11:08:39 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hello I'm from all of America and I am watching what you're doing on your Karen's and Arlene give me a huge he will come in and audit you every day every week every month. Any chance we get we won't be there to drive you guys crazy because we have a white two is tax payers treating people like crap in that office. You can't videotape in public. Boy you better learn your job. We're gonna keep coming in the road. You've been exposed and Alison you just a straight up [...] and your dog be fired you were gonna line you guys had a batch. So yeah have a good day. Auditing America.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 11:00:20 AM  
**Attachments:** [message.wav](#)

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Yes this is something wrong with your phone system because I definitely hit about three different extension numbers to reach Christopher Alison and whoever that other rude lady was Town Clerk real rude lady and we keep getting this this number. So we're gonna make sure that we still leave all three you know all of our messages and just want you guys understand it. The only reason that you have a job this is to serve the people and it looks like some of the folks who work there. I don't know if you guys bumped your head I don't know if you think slavery hasn't been abolish and where you like you can just tell people what they can do and can't do. So we we want you know your proper place in government and I'm very concerned about the conduct and behavior of Alison Hershman. Apparently while she's at work she took out her her cell phone and made a public record and apparently you guys you guys are turned down the request for this public record that she's that she made first of all you should probably review your policies and procedures because I'm pretty sure that we the people we don't pay you guys while you're at work to break out yourself on your private cell phone and take pictures of the customers who work there but we expect you guys to do is muster up all the [...] especially Alison if you could just [...] muster up some [...] hotter and some [...] respect for the [...] people because because it looks like it might have been [...] on her [...] down the toilet so if she could go looking for the [...] back.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 11:45:23 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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What are you hiding you won't release public records tickets to the law.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 12:16:40 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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This is the tech who's answering this phone I apologize about this. You should not getting Mike's home about all eating toys at this City Town Hall as I can talk to Jean Chrisman person I like to see her speak(?) charged what pay ... that was video graphing one paycheck but her passive aggressive behavior then I want her to go home get a weapon murder husband murder her kids and then commit suicide not in the house out somewhere with the animals can either but the coyotes have her and her of her property goes back to tax payers. We don't meet public service like that and if she's elected official she needs I hope her opponent runs against her and I hope she's not a Republican. I am a Republican and conservative and a Libertarian. We get rid of-idiots(?) like current public service. We need good public servants. We don't need jobs program. People like you have a nice day but you definitely get this message to all these idiots and they start learning who they work with that the citizens have constitutional rights. First amendment is we are allowed to re dress up government and we need to start getting with idiot public service that think they're above everybody else. Thank you.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 12:14:44 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hey I'm calling to let you know about the [...] up conduct and behavior of some of your public servants who work there and it's been my experience to conduct and behavior of your public servants is a direct reflection upon the leadership and training provided to them and I just wanna say how [...] and how unprofessional the cottage(?) and behavior of of Jean Chrisman was Alison Hershman Christopher jenson(?) and Jared Simpson. What was some rude [...] [...] they are. So apparently you guys think that while you're at work you're entitled to some type of right to privacy and and when you're when your employees Alison Hershman. She she decided that she was gonna break out her cell phone while at work and take pictures of customers in a public area there and by doing so she created a public record and now of course the people need that public record so we have we have members of the community that are trying to reach out and obtain a public record this some some [...] idiot at the [...] some open records thing or whatever said the whole weekend week we can't make give you that cell phone a picture while she took while at work while she was on the tax payer dime we weekend(?) and [...] around we we can't we can't get you that information and the bottom line is this is yes you absolutely can take that information that's on her phone that she create a public record with answer(?) that over the people. So I don't know where these this [...] dumb [...] open records people you're talking about saying the same can't be [...] you know available to us. If you don't get you you're gonna be sued into bad that we don't you know the [...] money don't come out of your [...] pocket or come out to Jean Christmas pocket or [...] Alison's pocket because of dumb nasty [...] mother [...] started paying your money for the [...] ups. They would be such a [...] ups. Listen I seen such missing(?) municipalities that they would rather you know what we would [...] rather pay our [...] premiums that are [...] to Dr. And be sued and then do the right thing and I have to tell you those municipalities and I seen them shut down I see municipalities to behave kinda like you they thought they just do whatever the [...] they want and and what happened was is people started filing claims against those [...] bad [...] [...] public service he didn't know [...] about the [...] law and wally(?) got sued over and over and over again so instead of complying with the law guys who double down and just go our insurance on our insured bond will handle it well that hook-power(?) and their their deductible double(?) and their(?) insurance premium is doubled and they still carried out that crazy [...] [...] and you know what happened. I can't remember the name of that cow(?) but basically they were uninsurable waiting time to renew their insurance bond that the insurance company said you guys are such [...] up.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 12:03:53 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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What's been done with Chris Jenson has that [...] been fired I just thought(?) he's behaving a video. He's got close in office on the feelings of Alison. You gotta be kidding. You get woody's to Jackie estes-a(?) public service they what I consider work for recipients(?) did jobs program people that have no we didn't(?) value as I stated in the last time I called with the other message about Alison I have more respect to a kid that works in McDonald and that these two pieces of [...] that I'll paid by the tax payers with my tax dollars. Get with come today. Thank you. No catches(?) no benefits.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 12:00:36 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi this call's about Alison Hershman behavior in a video from March 23. Actually been terminated yet. Let's get something straight as a tax pay citizen veteran senior citizen retiree. I'm not in the mood to put up with nonsense to work fairly-sittings(?) like her she's a public servant she will serve the public appropriately and be polite. We don't have to be polite to you guys but you absolutely have to be polite to us. Our behavior is totally on acceptable. I have more respect to a kid that works McDonald and that piece of PC [...] with her behavior he get rid of her today no pension she's out the door. You have a nice day. Thank you.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 12:25:31 PM  
**Attachments:** [message.wav](#)  
**Importance:** High

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi I was trying to reach Christopher Jenson some reason keeps going to your voicemail. I guess he's avoiding his calls but anyways just letting you know there's a video on YouTube which is pretty hilarious. He walks out about I don't know 10 seconds to a minute comes back in and played dumb which is comical and said very yeah you can go ahead and video record button for the he said you cannot along with Alison Hershman who also in the background aside she was gonna video the gentleman that was there very owing his public servants which is crazy because then Christopher has the balls to say when exactly say she said don't talk to a public servant that way which is comical because he told the public survey Ms. Alison Hershman to get back in her office and she listen to him but once one of us spoke out and said don't don't delete that because it's public information now he's gonna report you requested which she will get because it's considered open records and you guys a public service. So he can have permission to get that information and I hope he does a lot more information report on all you guys there at that office and see what we can fine what little scandal(?) you guys are hiding in the office. Can't wait only he's regular he loves the posters kinda stuff on you too. So I'm gonna have a holy day watching all you guys being little crowns in that office there you know your public servants you're there to work for how you get paid how many(?) minutes this is on the taxes that people pay from their property or from the stores or Brian copies you know all that money adds that page only gives you guys money. I can't I can't quote that but anyways I love watching these videos because then I get phone numbers and I can address my grievances to whoever does not answer the phone get to leave a nice little message would you guys probably don't listen to which you know I don't care and he said it's-about(?) my service and hopefully you know next time he comes.



**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 11:26:01 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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This message is for Mrs. Chrisman your hotel manager and we will be coming after after you you ... publish your public records request your payroll. Everything about you. I wanna publish everything about you and your township. You guys retire ernst(?) lady I don't know who you think you are 25 cents. I need you or I your mind we're gonna flood your office with the auditors. You better watch we're gonna put all your info and we're gonna public and quest everything about everything about you your office and we were on needing(?) America.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 12:26:57 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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This is for Ms. Chrisman this is forget who she's working for you work for Ms. Ma'am. Don't forget that and you can stop it with your attitude. You work for a [...].

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 12:43:50 PM  
**Attachments:** [message.wav](#)

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The original message is still in your account.

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I just want to say [...] you all the disrespectful public servants at this location and yeah [...] hooker I hope you guys pull your heads out your [...] because what [...] [...] [...] contact and [...] behavior you guys have so I just want to say [...] you and let you know what [...] [...] [...] service you guys are [...] providing for the people [...] [...] [...] service. So and apparently you guys have no [...] respect to the community so don't [...] expect any respect the community to you guys. So that's why I'm calling you to tell you we have zero [...] respect for public servants who have zero respect for the community and since you got [...] on any work [...] on you all [...] day long and contact you as often as we want and tell you how [...] up you are and what how much of a [...] up job you're doing and how much we would really hope that you guys either [...] start doing the right thing and hopefully you [...] start losing your [...] jobs because there's no way in [...] or heaven that we would let [...] [...] [...] if this [...] municipality think that they can [...] stop work and [...] break out [...] cell phone their private cell phone and start taking pictures members of community this week we definitely don't pay you [...] to stop working and break out your [...] cell phones and start taking pictures people in the community. So again that's a public record it and you will surrender this public record that Alison made again when Alison is at work and even though it's a private cell phone she took her private cell phone while at work and create a public record. So if you could just let me know what the [...] case law allows Alison to stop [...] work and break out her [...] cell phone and start recording people in the public area could you provide that case law that allows the public service to behave. So [...] [...] and stop their [...] work and not provide a service but instead [...] great [...] again public record. We will absolutely [...] get that record and work more than [...] happy to do whatever it takes to cheat [...] [...] and government their [...] proper place in government and listen it eight(?) when you're in government you're not at the [...] top of the food chain. You are not at the [...] top of the food chain if you work for government. You're not the [...] top of the food chain here at the very bottom of the food chain and again we have nothing but honor for-republican(?) service who do discharge her duties and obligations in honor of the people but the [...] at this municipality done look like any you [...] deserve respect except for those those two ladies that we're working the desk there but looks like everybody else like your snitch [...] Smith [...] Chris yeah [...] [...] just a disaster snitch [...] telling on people for exercising your freedom so if you could just [...] provide.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 1:03:14 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi this message is for Jean. You have a KFC Kentucky fried chicken in your town and I was wondering do they have the same policy as you guys do at your City Hall or whether(?) you have to pay 25 cents to get a receipt. Kinda curious alright to check into it. Bye.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 1:03:14 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hi this message is for Jean. You have a KFC Kentucky fried chicken in your town and I was wondering do they have the same policy as you guys do at your City Hall or whether(?) you have to pay 25 cents to get a receipt. Kinda curious alright to check into it. Bye.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 1:23:04 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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You stupid [...] [...] you like violating people's [...] right you on constitutional [...] [...] you probably love Nazi Germany probably would've got them off that they came over here at.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 1:34:48 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hey the video of the hobbs(?) students shown in your town hall or-shortly(?) several hours ago and it's already been seen by tens of thousands of people. This lady named Jean has made a starve or self. You know those of us who watch these things are amazed at the ignorance of people that work for the government and are paid by tax money. So you know you guys are getting what you deserve here you've shown yourself to be ignorant-hopson(?) belligerent arrogant and all the other negative things that come with government employees. So congratulations you got what you ask for. Now you gonna pay the price with with the embarrassment(?) if there's any embarrassment built into it. So could you.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 4:41:49 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Yeah I'm watching your jean(?) Chrisman on YouTube and she's a joke man. You gotta get rid of that woman. She's disgusting horrible horrible to the people. I'm calling all the way from Canada I got people in town and you guys are just disgusting gross disgusting people.



**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 4:36:36 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Yeah I'm just calling to regress some grievances I have with my community watch the video the YouTube video of your actions. What an embarrassment you are what an embarrassment you made our community whether Jeff to put us out in the national spotlight looking like like just evil vindictive mean people mean the office there besides the one lady at the counter. Everybody is look like idiots complete idiots. What a very fun welcoming atmosphere you provided for fruit(?) and we have a lot of tours here and look what you did you just made us look like a stupid main vindictive evil people. I don't get it why did you have to act like that why contract like a nice human being. What a shame. This is how you react to your family and friends the whole office for the most part just embarrassed the [...] out of me. Just terrible just terrible. Please if you can if you wanna do the job get the heck out of there there's five other people that I know that would love to sell it because obviously you're not. It's not working but all your public servant where you act childish in the office I just you pretty much office. It's pathetic very pathetic and embarrassment you are an embarrassment to our community.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 4:29:49 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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I was just calling about a concern I saw the town clerk Jean Chrisman the 98 for your request which shows that she claimed it don't come in I do my job but obviously she doesn't know how it works up because she denied her request that is lost and hopefully she's got educated on this and I really hope so. Also the idea of not just given a receipt and charge one 25 cents. Yeah I mean maybe there's a town policy but that seems little odd in her just being towards people asking for things that this is little disappointing so I'm just calling in concern the concerns of this and thank you.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 4:29:06 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Yes a concerned citizen. I'm calling in regards to the conduct of your town clerk Jean Chrisman. I became aware of her treatment a first amendment auditor person who went and cameras(?) over there near town hall. Your town clerk jean(?) Kristen denied(?) for your request and did not put the appropriate legal description why it was denied and then when the auditor went in to find out about it she was very unprofessional very just courteous either was up to this deliberately or just ignore it but she charged for receipt of documents and submit it gemma(?) do not want a receipt for the ... he(?) wanted paper proof that receiving of documents has been done by the city very easily to determine very easy to understand. Again Jean this Kristen is either up to this on purpose or ... either way she needs training and she needs to be brought up to the proper standards for the soil-laws(?) both federal and state level. I don't know how use represent other people but this was atrocious it was not serving the public and anyway that was appropriate. She was very good mentally(?) very should have no respect for this gentleman who was a member of the public hopefully at the house ... all the people but you know people saw you know they already have to believe them. Please take care of this talked to her correct the matter just bring whatever you need to do but it needs to change so that public service is done and appropriate courteous rational manner. Well holding constitutional rights. I'm sure you build(?) me that that's the American way and I hope that they when I call back to find out the status on this you'll be able to give me a good news. Thank you sir.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 4:15:06 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Yeah you Christopher Jenson Jenson made a fool of a good little town here. He didn't represent us very well. Very disappointed in him and Alison didn't get good now and all over the United States we're watching the video that I'm sure you're gonna hear so it's pretty disappointing and how they how they acted bad for us really back to the community not good representation.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 6:04:37 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hello sir Bob I just seen that video online. I got a lot of family up there that live in your area. I'm very shocked to see Alison. I'm not sure how you say her last name age IRS CH man or something. Bye. I hope you recommend(?) her first. Have a good talking to her she kinda forgot who she works for we the people she works for the people this citizens(?). The American people the painter(?) salary I mean I hate to walk in that office side take care some business to be attacked by she attacked that guy when he's in there with the camera documenting his transaction and she comes from around the corner and flips out and started yelling her head off Adam. You can't record you can't record where she thinks she is a public building paid for by who the tax people we paid for that building and what is she saying we can't be there in a place where we paid for and she works for us. The people I hope you have a talk with that lady. I have family that live in New York and ride over the line in Pennsylvania right there in West Field. You guys really disgrace the whole my whole family and everything up there what the hell's going on up there I thought New York was a [...] of a lot better than this. Have a talk with that lady while watch the video it's online you to thousands and thousands of people gonna see how your town handles somebody walking in with the camera asking a couple of questions he didn't even ask you question and she attacked them auditing here Erie County auditing Erie County. You can take pictures that's against the law. That's the name of it disgraceful. I hope you have a talk with her and I hope the other people that act like that. I wouldn't never thought in my hometown. I don't live in my hometown any more. I still have a lot of family there. I thought my hometown was better than that by a bunch of those breakers to their.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 5:42:28 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Seems like a lot of [...] going on there. I'm watching you I need you and you gotta be the biggest bunch of [...] perky for a nice day enjoy the phone calls. I'm sure they'll be more entertaining than mine.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 5:30:11 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Unable to transcribe. This failure has been reported.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 5:27:16 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hey I'm watching Alison Hershman on YouTube right now. She appears to be in and out of two full [...]. Have a nice day and enjoy the phone calls and remember photography is legal.



**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 3:21:31 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes this is for Alison. I happen to see her disgusting despicable performance on a video on believable [...] let me tell you there is no expectation of privacy in public. You dumb [...] unbelievable. I still can't ... take pictures the [...] you can't. Unbelievable. Learn what the laws are of public photography. Unbelievable I'm just totally unbelievable. You've got to be one of the stupidest people I've ever seen but have a good day.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 6:15:45 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Well it's just me again I was calling to see if I can talk to Chris Jenson. He's not it's not as stupid as the acted on video with me he's not that dumb and say you the town manager the they the big shot you know these guys boss you can down the way these guys acted if you don't do something about this and you just let these people act like this under you and you're just as bad as they are and I'm not the only one that thinks that way either but just like anything rather you talking about police officers or anything if you don't stand up against the bad guy you're just as bad as they are and that's the way I look at it right here. These people are under you. Christopher Jenson is another one just as bad as that lady acting the way he did and he makes \$70,000 a year. All his information is right there on on TV the whole world to see and how you guys act it emails(?) there \$70,144 a year and he acts like total [...]. That's what our tax payers have to pay this guy to act the way you did. I hope you do take time to look at this video. I mean these people work for you. They work for under you your their boss they work for the tax payers this citizens the ones that they're attacking on camera. I hope you take time to look at this what would you think if that was your daughter your kids or whatever coming in they're not breaking the law and not doing anything wrong and be totally attack like you did say they did what would you think about that. A lot of times people don't think about that until that happens of them just like I told my sister she was all Pro cop this and all kinds of this 50 wait(?) until something bad happens you wait(?) until they violate your rights and see what how you feel that she works for the government they shot the government. I told her wait until something happens when to they violate your rights see happened(?) what you think then and they did now you to see what she thinks.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 2:47:50 PM  
**Attachments:** [message.wav](#)

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The original message is still in your account.

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Appeal because of the public record. I don't know she just doesn't understand the concept of a receipt or if she's being petty(?) or she's just.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 2:18:03 PM  
**Attachments:** [message.wav](#)

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Daddy baby how come all the extensions go to you another complain on Jean Chrisman. She is going to cost your city thousands of dollars in litigation she's a real [...]. You need to understand that you guys will be taking to the New York Supreme Court for denial of freedom of information act request. I can tell you how sorry I am that your little town may end up bankrupt after this little fiasco. I don't know whether Jean Chrisman is elected or not but definitely definitely needs to loose your job. This video has been on YouTube for six hours and already has 17,000 deals. So good luck to you sir and you're a little screwed up City.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 2:16:23 PM  
**Attachments:** [message.wav](#)

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Hey you jackass as you all made it down to the U2 [...] job. Your whole town staff should be ashamed of themselves should be completely ashamed of themselves but the [...] is wrong with you people. Seriously happy go [...] yourself day.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 2:05:35 PM  
**Attachments:** [message.wav](#)

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The original message is still in your account.

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Yeah Mr. Finch. You have a guy there named Christopher Jenson code enforcement officer really doesn't have knowledge of the law for \$70,000 a year that he makes he's a disgrace to your city to your organization. This is a result of a person coming in taking video. He's a liar. He's been caught in lives on the video just some disciplinary action against him up to and including termination of employment. This guy's a literal(?) disgrace. You have a nice day.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 6:39:48 PM  
**Attachments:** [message.wav](#)

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The original message is still in your account.

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Unable to transcribe. This failure has been reported.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 7:55:10 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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This message is for Jean Chrisman who supposedly the town clerk she claims her know knows her job. She does not and additionally she's an absolute rude [...].



**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 7:31:56 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Jean Chrisman. You need to leave the public sector. You are no good at the public. you're(?) you're just a disgrace to this world. You need to go hide somewhere woman. You're just terrible you're terrible person terrible person. I hope these calls don't stop. You need to be ran out of this public you're not a public fishing auto. You just you have nothing. I can't stand to look at you.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 7:19:06 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Chris to seeing you on TV again and got pretty bad customer service skills. Thank you about time for you to find you another job. Do not cut out for the customer service and government work to the private sector. Chris you need to do better.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 7:14:58 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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I was seeing you on the TV good customer service to better.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Wednesday, March 29, 2023 9:20:51 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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All you guys are real stupid. If you legal to take pictures in public with the [...] do you think you are you sound like a complete moron Karen you work in public or in a public building. There's no expectation of privacy in a public building world(?) of bore-screen(?) because of a firm that we can record our public officials during the course of the duties figure it out. You're in a position of government you should understand this instead you acted like a [...] parent and you get that Karen. You're an idiot. Karen.

**From:** [tel: 3307036203](tel:3307036203)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from VINCE DAVALA (3307036203) to 5853374728  
**Date:** Wednesday, March 29, 2023 9:50:52 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Just to let you know that you behave like a complete idiot or the law or you get a job at Walmart.

**From:** [tel: 2695998854](tel:2695998854)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (2695998854) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:14:43 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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I'm watching public servant. Those are two keywords their(?) public servant. You work for the public Jean Chrisman. She is absolutely disgusting file fill. If you don't fire this old man you're stupid.

**From:** [tel: 3215070319](tel:3215070319)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (3215070319) to 5853374728  
**Date:** Wednesday, March 29, 2023 2:36:54 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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This is [...] you all got the town clerk Jean Chrisman who think she can be rude and angry towards the member of the public and she's so stupid. She don't understand what the receipt is. I'm telling you you clowns there in Canada I got a learn(?) who we the people are more cameras and more exposures coming to your [...] hole town the Internet is forever. Jean Chrisman is now forever. I believe the ring rude idiot on the Internet. It'll never leave it'll never go away. We're coming to your town with cameras and we're gonna have an attitude like Jean Chrisman is and let's see who wins between you and tyrone(?) lazy losers and we do people. I can guarantee you who's gonna win this and Jean Chrisman won't be working there much longer.

**From:** [tel: 3215070319](tel:3215070319)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (3215070319) to 5853374728  
**Date:** Wednesday, March 29, 2023 2:30:47 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Just trying to reach that very rude town clerk Jean Chrisman who is so stupid and rude to a member of the public she don't understand what the receipt is you people in Canada Dugger are gonna learn that we the people own that building you work for us. You work for we the people and we can get rid of you if we want to you're not gonna push us around [...] loser.



**From:** [tel: 3367572331](tel:3367572331)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (3367572331) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:35:06 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes I was just wondering what law it is that makes it illegal for people to record in a public building. We have every right to record our public officials they are getting paid with tax payer dollars and the citizens have the right to monitor how they behave and treat the public when we visit a public building. Look it up.

**From:** [tel: 3367572331](tel:3367572331)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (3367572331) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:15:52 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes I was just checking out the video of your municipality getting highlighted on audit in Erie County. Clearly your development offices failed. That was pretty pathetic trying to come up with walls doing that do not exist restricting citizens rights to film the public employees during the course of their duties. I think they got straightened out but now your town clerk is being push(?) Nicky Dee and not up supporting the public records request of this gentleman which my understanding is is required by law. So instead of having meetings about how to avoid supplying Ms. Hershman this video that was requested maybe you should just hand it over and save your your minutes battle-movement(?) municipality more embarrassment because this guy is not gonna let the stuff together go I support these auditors work 100% when they go down to City Hall and everybody says hi and how you're doing and that's friendly and their work will be done but until then if we keep finding people like Alison Hershman and Christopher Jenson and public service. They need to be highlighted. I need to be run out of public service. They can't handle camera and they're doing their duties then they need to find a job in the public sector. Thank you.

**From:** [tel: 3609212821](tel:3609212821)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (3609212821) to 5853374728  
**Date:** Wednesday, March 29, 2023 1:05:03 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah hey this is the public eight(?) we're just wondering if you retrain the or Jean Chrisman on the right to the public. Apparently she doesn't know her job as far as giving a receipt she wants to charge a public 25 cents. Just remember we're that we pay your salary your public servants. So for us to charge you to charge 25 cents for receipt that you jealous is asking us for a time stamp Jean needs full(?) job. Just need to remind her to she's a Public service is not talking to her kids. She's talking to a citizen that pays her salary or welfare check. We pay her stop it with the ridiculous mess. Alright have a blessed day.

**From:** [tel: 5015290692](tel:5015290692)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (5015290692) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:20:51 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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We need to get that government [...] Jean Chrisman off my mail tax money. Let's get her [...] out of there quick as possible.

**From:** [tel: 5206091872](tel:5206091872)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (5206091872) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:30:32 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hey good morning. I was wondering if I could talk to one of those jackass as I saw on YouTube if that's possible have him give me a call 520-609-1872. Thanks.

**From:** [tel: 5413401172](tel:5413401172)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (5413401172) to 5853374728  
**Date:** Wednesday, March 29, 2023 2:23:13 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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I'm sure you realize by now that that Jean is a total [...] moron. You need to fire her. You shouldn't be a public servant. Please learn how to do a [...] job right. I hope the guy [...] sees the [...] out of your city.

**From:** [tel: 5804751403](tel:5804751403)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (5804751403) to 5853374728  
**Date:** Wednesday, March 29, 2023 2:01:36 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah my name is James call me back 580-475-1403 and let me know if it's still against the law to in your City Hall the film(?) you know at what Alison Hart Alison Hershman. Let me know if that idiot still thinks it it's against the law to film in public you know her being a public servant. She didn't give orders you know she don't tell people what's against the law law enforcement officer. So just let that stupid [...] know that I don't appreciate her telling people they can't do this and I can't do that when she she just ... a(?) filthy [...].

**From:** [tel: 6019389382](tel:6019389382)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (6019389382) to 5853374728  
**Date:** Wednesday, March 29, 2023 10:41:17 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes ma'am this is [...] Penson. I'm at 601-938-9382. This is a verbal recorded request for open records. I was like the open record of Jean Chris mons(?) employment records. Initial application and all eligible information on her disciplinary records. This record this is being recorded and you can send that information to dickdicvim@icloud.com. This is counting as part for your request for request our opera(?) request whenever you call it and it can be done verbally. Thank you.



**From:** [tel: 7023030190](tel:7023030190)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (7023030190) to 5853374728  
**Date:** Wednesday, March 29, 2023 1:44:13 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi I'd like to make a report I'm sorry to file a complaint on your account clerk Jean Chrisman. She treated a member of the public with such to stain it's reasonable to ask a man for money to receive a receipt of something that you received from him. That's just wrong.

**From:** [tel: 9187147630](tel:9187147630)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (9187147630) to 5853374728  
**Date:** Wednesday, March 29, 2023 12:40:38 PM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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This message is actually for Jean Chrisman. We're trying to find out if you understand that once someone turns in their request and use date stamp it you copy it and give it back to them as a receipt for Reese you receiving it seems that we need to get you a little more training and we will be writing an(?) up emails and letters and I'm sure you'll get enough calls to where you understand exactly what he was asking for and the other two dots-dot(?) you work for us. Do not forget that get your [...] together lady this is ridiculous. Stop harassing the citizen.

**From:** [tel: 9192571291](tel:9192571291)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from WIRELESS CALLER (9192571291) to 5853374728  
**Date:** Wednesday, March 29, 2023 11:42:40 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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I apologize leaving this message for you but I was trying to get a hold of Jean Chrisman. Could you please tell her you should really be nicer to the public and if you're gonna charge 25 cents a piece of paper then I don't understand why we're paying our tax dollars. You need to tell me you can't pay or you have to pay 25 cents a copy for a piece of paper that the tax payers paid for anyway I'm sorry that is ridiculous. You know you people really need to learn how to treat the public much better because she is just disgrace.

**From:** [Courtney Aten](#)  
**To:** [Doug Finch](#)  
**Cc:** [Lindsay Frarey](#)  
**Subject:** RE: 1st Amendment Phone Call  
**Date:** Wednesday, March 29, 2023 3:16:47 PM

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Also, I have been getting phone calls from what sounds like people who are impersonating different companies requesting personal and account information for our residents. I have been replying with 'that information can be released once the proper consent forms and documents have been submitted and processed with the residents express request and consent'. The calls then disconnect. This has been happening throughout the day as well as quite a few calls coming in and then immediately being disconnected once I answer and identify myself.

Just FYI.

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**From:** Courtney Aten  
**Sent:** Wednesday, March 29, 2023 3:11 PM  
**To:** Doug Finch <[dfinch@townofcanandaigua.org](mailto:dfinch@townofcanandaigua.org)>  
**Cc:** Lindsay Frarey <[LFrarey@townofcanandaigua.org](mailto:LFrarey@townofcanandaigua.org)>  
**Subject:** 1st Amendment Phone Call

Hi Doug and Lindsey,

Today at 2:49 pm a gentleman called requesting to speak with a 'public information manager' for our municipality. I informed him he can contact the Town Manager with his questions and concerns- he adamantly refused. I offered to connect him to the Town Manager directly-again he adamantly refused. I offered to give him the Town Manager's email address-(you guessed it-he adamantly refused). Each refusal was justified by him stating that he is leaving for work and doesn't have the time. He went on to state that he is a 'U.S. citizen of this country' and how angry and upset he was with the video he watched on YouTube. He then stated that he will continue to call until he can speak to someone personally to address his concerns not caring who he harasses and that he doesn't need to look at our website to know any of the contact information because it is all listed in the YouTube video.

His name is Donald Carter. His phone number is 843-222-9708 and he had a very thick country accent.

Thanks,  
Courtney

**From:** [Adeline Rudolph](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Conduct of town employees  
**Date:** Thursday, March 30, 2023 4:05:11 PM

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**From:** leojerome1@yahoo.com <leojerome1@yahoo.com>  
**Sent:** Wednesday, March 29, 2023 12:56 PM  
**To:** Info <info@townofcanandaigua.org>; Jared Simpson <jsimpson@townofcanandaigua.org>; Terry Fennelly <tfennelly@townofcanandaigua.org>; Adeline Rudolph <arudolph@townofcanandaigua.org>; John Casey <jcasey@townofcanandaigua.org>; David Sauter <dsauter@townofcanandaigua.org>  
**Cc:** Jean Chrisman <jchrisman@townofcanandaigua.org>; Chris Jensen <cjensen@townofcanandaigua.org>; Allison Hirschmann <ahirschmann@townofcanandaigua.org>; Shawna Bonshak <sbonshak@townofcanandaigua.org>  
**Subject:** Conduct of town employees

To the Board of the Town of Canandaigua,

I am writing to you with concerns over a recent incident involving a civil rights activist who was denied a public records request by the Town of Canandaigua. It has come to my attention that your town was featured in a YouTube video <https://www.youtube.com/watch?v=o0RacGSoHt0>, I am sure you are familiar with it since it is posted all over your towns Facebook page. In this video many town employees were being very passive aggressive towards this member of the public. Those employees where The Town Clerk Jean Chrisman, Code enforcement Officer Chris Jensen, and Clerk Allison Hirschmann. I hope at the very least you understand the attitude toward the public should be improved.

With that said I digress into other issues at hand. As you may know, the right to access public records is a fundamental right protected by law. Denying someone access to public records, or making it unnecessarily difficult for them to obtain these records, is a violation of their civil rights.

In this particular case, the civil rights activist requested a public record - a video taken by a town employee - which was denied by the city attorney claiming that it was a record they don't keep. However, the activist provided evidence of other times he had requested similar information from government employees and had been given access to it. The employee took pictures and/or video while she was performing the course of her duties i.e. while she was getting paid by the town.

Furthermore, the manner in which the civil rights activist's request was handled was unprofessional and unwarranted. The Town Clerk's attempts to charge him 25 cents per page and then demanding that he make an additional FOIA request for a photocopy of his request as a receipt is unacceptable. As a public employee, her duty is to serve the public and facilitate their access to public records. Her behavior in this instance is not only a violation of the civil rights of the activist, but it also reflects poorly on the Town of Canandaigua and its commitment to transparency and accountability.

I urge you to take this matter seriously and ensure that the civil rights of all members of the public are respected and protected. It is imperative that public officials, such as yourself, uphold the law and fulfill their obligations to the public in a professional and courteous manner.

I Thank you for your time, and I expect better,

**Leo Neyer**

UAE +971-50-994-8495

USA +1-804-690-6261

**From:** [Adeline Rudolph](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: First amendment audit  
**Date:** Thursday, March 30, 2023 4:09:19 PM

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**From:** BillEBob <bill.musselman@gmail.com>  
**Sent:** Wednesday, March 29, 2023 2:42 PM  
**To:** Jared Simpson <jsimpson@townofcanandaigua.org>; Terry Fennelly <tfennelly@townofcanandaigua.org>; Adeline Rudolph <arudolph@townofcanandaigua.org>; John Casey <jcasey@townofcanandaigua.org>; David Sauter <dsauter@townofcanandaigua.org>  
**Cc:** Jean Chrisman <Jchrisman@townofcanandaigua.org>; Allison Hirschmann <ahirschmann@townofcanandaigua.org>; Chris Jensen <cjensen@townofcanandaigua.org>  
**Subject:** First amendment audit

Greetings,

I just wanted to drop you a quick note saying how I feel about an audit that was done at your city hall. I am so disappointed in the unprofessional way your employees treated the auditor, it is shameful to see such disdain for the citizenry.

What has become of our great country when this kind of treatment of our citizenry is allowed? These employees need to be reprimanded and trained, we pay their salaries and this is how they treat us? Shame on you, just shame on you.

Employees take their cue from the top and I wonder who above them will step up and correct this shameful behavior?

Just so you know I have never written to complain about public servants before but in my mind this time I had to. I am 70 years old and have never seen such uncourteous behavior.

Thank you for reading,

Bill Musselman

**From:** [Lindsay Frarey](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Immediate Resignation of Jean Chrisman  
**Date:** Thursday, March 30, 2023 7:35:24 AM

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**From:** Brannon <brannonakersofficial@gmail.com>  
**Sent:** Wednesday, March 29, 2023 6:48 PM  
**To:** Jared Simpson <jsimpson@townofcanandaigua.org>; Terry Fennelly <tfennelly@townofcanandaigua.org>; Adeline Rudolph <arudolph@townofcanandaigua.org>; John Casey <jcasey@townofcanandaigua.org>; David Sauter <dsauter@townofcanandaigua.org>; Jean Chrisman <jchrisman@townofcanandaigua.org>; Rebecca Doyle <rdoyle@townofcanandaigua.org>; Heather Cross <hcross@townofcanandaigua.org>; Crystelyn Laske <claske@townofcanandaigua.org>; Lindsay Frarey <LFrarey@townofcanandaigua.org>  
**Subject:** Immediate Resignation of Jean Chrisman

To Whom It May Concern:

I am inquiring to request the immediate resignation or reprimand of Town Clerk Jean Chrisman for her unprofessionalism, violation of civil rights, and denial of public records, consequently opening the Town of Canandaigua to further civil litigation and potentially costing our taxpayers even more. It is evident that Jean Chrisman can no longer carry out her responsibilities as Town Clerk with the confidence of constituents and serve Canandaigua to the fullest extent of her elected capacity. The unprofessional, egocentric, and disdainful demeanor expressed by Mrs. Chrisman, a public servant, is unbecoming of any individual that holds elected office in Ontario County.

As a Town Clerk and public servant that has willfully neglected the most bare-minimum of responsibilities to constituents, it is evident that as long as Mrs. Chrisman holds this elected position, the facilitation of and access to public records will be significantly hindered, and the civil rights of all members of our community will be put into jeopardy and not upheld to the fullest extent of the law. Mrs. Chrisman's delusional 'power trip' and overexerting sense of entitlement is an imminent liability to the Town of Canandaigua and reflects poorly upon the Town Board. Let it be known that Mrs. Chrisman does not represent the best of our community and its people.

I most appreciate your time and full consideration in addressing this matter appropriately for the community and constituents that each of you are accountable to.

Yours sincerely,  
Brannon



**From:** [Adeline Rudolph](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Immediate Resignation of Jean Chrisman  
**Date:** Thursday, March 30, 2023 4:13:21 PM

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**From:** Brannon <brannonakersofficial@gmail.com>  
**Sent:** Wednesday, March 29, 2023 6:48 PM  
**To:** Jared Simpson <jsimpson@townofcanandaigua.org>; Terry Fennelly <tfennelly@townofcanandaigua.org>; Adeline Rudolph <arudolph@townofcanandaigua.org>; John Casey <jcasey@townofcanandaigua.org>; David Sauter <dsauter@townofcanandaigua.org>; Jean Chrisman <jchrisman@townofcanandaigua.org>; Rebecca Doyle <rdoyle@townofcanandaigua.org>; Heather Cross <hcross@townofcanandaigua.org>; Crystelyn Laske <claske@townofcanandaigua.org>; Lindsay Frarey <LFrarey@townofcanandaigua.org>  
**Subject:** Immediate Resignation of Jean Chrisman

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As a Town Clerk and public servant that has willfully neglected the most bare-minimum of responsibilities to constituents, it is evident that as long as Mrs. Chrisman holds this elected position, the facilitation of and access to public records will be significantly hindered, and the civil rights of all members of our community will be put into jeopardy and not upheld to the fullest extent of the law. Mrs. Chrisman's delusional 'power trip' and overexerting sense of entitlement is an imminent liability to the Town of Canandaigua and reflects poorly upon the Town Board. Let it be known that Mrs. Chrisman does not represent the best of our community and its people.

I most appreciate your time and full consideration in addressing this matter appropriately for the community and constituents that each of you are accountable to.

Yours sincerely,  
Brannon

**From:** [Sarah Reynolds](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Voice message from KATHY MCGONAGLE (3306040317) to 5853374731  
**Date:** Thursday, March 30, 2023 10:29:00 AM  
**Attachments:** [message.wav](#)

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*Sarah Reynolds*

Administrative Coordinator  
Town of Canandaigua

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**From:** tel: 3306040317 <non-mail-user@vmail.sover.net>  
**Sent:** Thursday, March 30, 2023 10:14 AM  
**To:** Sarah - TM Clerk <5853374731@vmail.sover.net>  
**Subject:** Fwd: Voice message from KATHY MCGONAGLE (3306040317) to 5853374731

The attached message was recently left in your voicemail account for 5853374731. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi I you know what your town clerk hung up on me when I was asking a simple question in the same tone of voice. I have no understanding why she hung up on me that's extremely unprofessional and I would like that problem dealt with. Not sure if you're(?) in your jurisdiction. Tom Clark is collecting position or an appointed position but if it's an appointed position she needs to lose her job because she hung up on me for no reason. I was talking to her and the same calm tone of voice as I as I think this voicemail is entirely appropriate public official hang up or member the public has legitimate question. So if you could get back to me. My phone number is 330-604-0317 and I will let you know I do not answer restricted lines if I give you my phone number you can respect me enough you can be yours. Thank you have a nice day.

**From:** [Sarah Reynolds](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Voice message from KATHY MCGONAGLE (3306040317) to 5853374731  
**Date:** Thursday, March 30, 2023 10:28:36 AM  
**Attachments:** [message.wav](#)

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*Sarah Reynolds*

Administrative Coordinator  
Town of Canandaigua

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**From:** tel: 3306040317 <non-mail-user@vmail.sover.net>  
**Sent:** Thursday, March 30, 2023 10:20 AM  
**To:** Sarah - TM Clerk <5853374731@vmail.sover.net>  
**Subject:** Fwd: Voice message from KATHY MCGONAGLE (3306040317) to 5853374731

The attached message was recently left in your voicemail account for 5853374731. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Funny how every all this in your town is dodging calls right now. Thank you. You guys might be not doing what you're being paid to do you know lot of taxpayer money goes to funding their telephone service at your building I saw lot of money and tax payers need to get with the ... for if you guys refuse to pick up the phone. You can't do John business and if you can't do Tom business what the [...] are you being paid for. I want I want a response and I'm not giving up until you respond. Okay you will pick up the phone.

**From:** [Adeline Rudolph](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Willful Public Disrespect and Lack of FOIA Knowledge  
**Date:** Thursday, March 30, 2023 4:11:40 PM

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**From:** Dan Johnson <crater0611@live.com>  
**Sent:** Wednesday, March 29, 2023 4:24 PM  
**To:** Jean Chrisman <jchrisman@townofcanandaigua.org>; Allison Hirschmann <ahirschmann@townofcanandaigua.org>; Chris Jensen <cjensen@townofcanandaigua.org>; Jared Simpson <jsimpson@townofcanandaigua.org>; Terry Fennelly <tfennelly@townofcanandaigua.org>; Adeline Rudolph <arudolph@townofcanandaigua.org>; John Casey <jcasey@townofcanandaigua.org>; David Sauter <dsauter@townofcanandaigua.org>  
**Subject:** Willful Public Disrespect and Lack of FOIA Knowledge

Funny how public servants claim ownership of public facilities, and treat with disdain whoever should remind them of the fact that they work for the public.

Funny how a public servant who takes pictures from a personal phone, while taking money from taxpayers at work for the public, has her supervisors fail to realize said pictures became public record.

Funny that said supervisor condoned the taking of a citizen's picture while working for the public, on the public's dime, while in a public building. I wonder if that is for, or against, their policy/code of conduct?

Funny how public servants react to being filmed when the public are filmed by them while in/outside of the public building.

FIND A NEW JOB IF YOU CAN'T SEEM TO UNDERSTAND A) WHO YOU WORK FOR, B) FILMING IN A PUBLIC BUILDING IS LEGAL, AND C) HAVE RESPECT FOR THE HANDS THAT FEED YOU OR LEAVE.

[YOU CAN'T TAKE PICTURES! THAT'S AGAINST THE LAW! Canandaigua Town Hall First Amendment Audit - YouTube](#)

**From:** [Jean - Town Clerk, tel: 5853374724](tel:5853374724)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from BELLEVILLE ON (6134386010) to 5853374724  
**Date:** Thursday, March 30, 2023 11:12:50 AM  
**Attachments:** [Voice message from BELLEVILLE ON \(6134386010\) to 5853374724.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hi Jean it's Mike. I'm just calling on behalf of Dan from Erie County auditing. I'm just calling because he was in for a play(?) request and he needed prior(?) cost receipt(?) time stamp copy and I just wanna let you know pretty-professional(?) and I need to work on.

**From:** [Jean - Town Clerk, tel: 5853374724](mailto:Jean - Town Clerk, tel: 5853374724)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from CARABALLO,JOSEP (2163148422) to 5853374724  
**Date:** Thursday, March 30, 2023 11:15:13 AM  
**Attachments:** [Voice message from CARABALLOJOSEP \(2163148422\) to 5853374724.msg](#)

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Now we're over 3 million people watch you to a lot of us are attorneys. A lot of us are retired judges. A lot of us are retired captains police fire captains you understand them. Apparently you don't know your job title 18 to be filed against you. You understand them if you think you are a clerk or an attorney title 18 looked that up ma'am okay. Jesus Christ my God you can't be doing this job. You should be losing this job now. Come on man retire get the [...] out of because you're ignoring. Oh my God you getting more calls because there's three mailing-to(?) us and we're spreading is all over the world. Ignorance is gotta stop you hear me. You are public servant public public everything you work for the public for eight hours. We only you for eight hours stop your stupidity title 18 look that [...] up you stupid [...] [...].

**From:** [Jean - Town Clerk, tel: 5853374724](mailto:Jean - Town Clerk, tel: 5853374724)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from NEW CITY NY (8452136102) to 5853374724  
**Date:** Thursday, March 30, 2023 11:12:25 AM  
**Attachments:** [Voice message from NEW CITY NY \(8452136102\) to 5853374724.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yeah I just wanted to call and say how disappointed I was with watching your behavior when dealing with already in Erie County. I think you guys forget sometimes that you work for the public not the other way around and your behavior was rude and frankly just playing excusable do better because that was just appalling behavior. I you should be ashamed of yourself.

**From:** [Jean - Town Clerk, tel: 5853374724](tel:5853374724)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from unknown caller to 5853374724  
**Date:** Thursday, March 30, 2023 11:21:46 AM  
**Attachments:** [Voice message from unknown caller to 5853374724.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes Jane I was just wanna say I send the video to choose in and you got for attitude(?) and I just went(?) right where you at to the pub but you should do better.



**From:** [Jean - Town Clerk, tel: 5853374724](tel:5853374724)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from ZAIDEL DAWN (7167355021) to 5853374724  
**Date:** Thursday, March 30, 2023 11:14:52 AM  
**Attachments:** [Voice message from ZAIDEL DAWN \(7167355021\) to 5853374724.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes my name is Mike and I just saw a video of Eugene being so arrogant and disgusting to publics as a public servant your royalties are to the people not to hear not to your workers to your people. You are disgusting. I'm a veteran and I'm appalled at your arrogance for the public. It is 8:30 and you're not even in your office. You need to act like we the people are your boss. Yes sir no sir. What can I do for you sir. What can I do for you ma'am. We the people are not gonna take our public servants attitude arrogance(?) against any longer you're put unnoticed Jean.

**From:** [tel: 6037070077](tel:6037070077)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from A WISCHLBURGER (6037070077) to 5853374728  
**Date:** Thursday, March 30, 2023 9:37:43 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hey man just wondering when the government funded offices are gonna actually start answering phone calls from the public. Also noticing you're taking a bunch of negative reviews of your Google account there probably not a good idea and I wanted to talk to Jean about that crap. Anyway hope you have a good day. Good luck getting everything back together in your office.

**From:** [tel: 8042162275](tel:8042162275)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from DALKIEWICZ LEE (8042162275) to 5853374728  
**Date:** Thursday, March 30, 2023 9:07:41 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hey this message is for Jane Chrisman town Clark. If you were the last house that she looks on you to and how stupid how bad she's making your town what she looks like a total [...] fool. She's opening you up to a civil rights lawsuit because of her [...] stupidity and some of the other people in that office. Jesus [...] Christ. Get a [...] clue the calls of Bill started yelling(?) at me getting thousands of these goddamn morons.

**From:** [tel: 3306040317](tel:3306040317)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from KATHY MCGONAGLE (3306040317) to 5853374728  
**Date:** Thursday, March 30, 2023 10:04:06 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hi my name is John White and I'm wondering why it is that your town clerk is charging people for receipts. I should be able to give receipts that charging port. I'm also kind of wondering exactly what you're hiding you're refusing to give out public records that are public I mean seems like your your town office might be money and you might have to look into that a little harder maybe maybe you should look into the behavior town clerk see if they're actually doing what they're paid to do this post to illegally charging people for services that you know they already paid for with your tax money. Somebody files(?) a records request they want a receipt you know proof that you received that you received that records request because records request still missing all the time especially when the town wants to hide records which your account has already proved and they want the height public records say don't like accountability or transparency. So I know what the problem is why you guys think you can charge to get people a [...] receipt just you actually have the text call me back and actually have a legitimate explanation. My phone number's 330-604-0317. I'm gonna let you know do not call on a restricted line you'll get it if I pick up at all if you get cussed out about up on okay. Have a nice day.

**From:** [tel: 5088632062](tel:5088632062)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from KELLY SLEIGHT (5088632062) to 5853374728  
**Date:** Thursday, March 30, 2023 8:09:49 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi I just saw a video of one of your educated town clerks trying to charge somebody for a signed dated and stamped copy saying that it their request was received for public records and she was trying to charge him for that that's completely unacceptable and nowhere and the laws doesn't say that you have to charge somebody for that ...

**From:** [tel: 8607701897](tel:8607701897)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from LACEY, ADAM (8607701897) to 5853374728  
**Date:** Thursday, March 30, 2023 12:32:03 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hello I'm actually looking for Jean Chrisman. The town clerk who was insanely rude to it say listen just remember you guys serve the citizens you don't order them around know make our lives difficult. You don't do all this nonsense making us jump through hoops. You people are elected. You can be on elected. Just remember that. Stop your [...] attitude.

**From:** [tel: 3367075539](tel:3367075539)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MANESS,GARY (3367075539) to 5853374728  
**Date:** Thursday, March 30, 2023 1:41:51 AM  
**Attachments:** [message.wav](#)

---

The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Yes sir I'm calling in reference to Christopher Jenson. So you can ask out that there were only red necks in this house but Christopher Jenson has proven me wrong. It looks like his mother we got to press issue to to see how Chris Everly. Thank you.

**From:** [tel: 3367075539](tel:3367075539)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MANESS,GARY (3367075539) to 5853374728  
**Date:** Thursday, March 30, 2023 1:37:29 AM  
**Attachments:** [message.wav](#)

---

The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Message too short for transcription



**From:** [tel: 7155795931](tel:7155795931)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MARK HUDNALL (7155795931) to 5853374728  
**Date:** Thursday, March 30, 2023 9:50:49 AM  
**Attachments:** [message.wav](#)

---

The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Hi good morning I'm kinda new to the area. Had a question didn't know who could answer it for me but just seeing if it was illegal to the recording or public building. I didn't know if there was a constitution that I just applied to your township maybe and I wasn't aware of that or something like that so if you can call me back and let me know I'd appreciate it. Thank you.

**From:** [tel: 7155795931](tel:7155795931)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MARK HUDNALL (7155795931) to 5853374728  
**Date:** Thursday, March 30, 2023 9:50:49 AM  
**Attachments:** [message.wav](#)

---

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**From:** [tel: 3366958988](tel:3366958988)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from MICHAEL L KEEN (3366958988) to 5853374728  
**Date:** Thursday, March 30, 2023 4:53:56 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Very professional of your Alison Hershman to be video taping a citizen because she said it's illegal for them to be video taping the her so it's a two way street. So what you're doing is illegal there as a public record and that guy wants video. So you might wanna learn the walls on public photography and video. No expectation of privacy in public. Very unprofessional and I hope you got my phone number I would love for you to call me back. Thank you.

**From:** [tel: 6365774193](tel:6365774193)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from ROLSING STEVE (6365774193) to 5853374728  
**Date:** Thursday, March 30, 2023 3:20:39 AM  
**Attachments:** [message.wav](#)

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The original message is still in your account.

---

I'm calling to see if you're aware of the video posted on your office staff and the way they treated the public not a good books for your city not a good look for your offices. I'll try calling back during business hours see how this is gonna be handled. Thanks so much for your time.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Thursday, March 30, 2023 10:34:05 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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---

You and your town are disgrace this specifically Jean Chrisman. I don't know where our public servants and get off being so disrespectful when you're not generating revenue. You're sucking off tax dollars and then you treat people the way that you do. I hope people get fired. I hope you get sued. Americans are very very tired of public servants sucking off the tip of tax payers and treating us such you all should be unemployed disgraceful.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Thursday, March 30, 2023 10:03:51 AM  
**Attachments:** [message.wav](#)

---

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---

Hi I was just calling about Town Clerk Jean Christman Christmas. I was just watching the video online wondering why she was so petty and not following New York State state law. I guess I'll have to call back until I can reach somebody to talk to you but thank you. Bye bye.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Thursday, March 30, 2023 10:58:22 AM  
**Attachments:** [message.wav](#)

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---

Hello this message is for Jean I had to call back because now I see that you might be running you're just despicable in a disgrace and the town people are gonna make sure that you don't get elected because basically you are a liar and you like to violate people's constitutional rights. You shouldn't be in office you should be unemployed. Go get a real job like that actually generates revenue and help the economy. Instead of sucking off it and making government larger which you get the lie and violate people's rights. You're despicable pathetic worthless not good for our society.

**From:** [Kerry Ryan](#)  
**To:** [Doug Finch](#)  
**Date:** Thursday, March 30, 2023 11:35:04 PM

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DOUG FINCH  
Town Manager  
Canandaigua

Sir

I recently watched a video that was taken in your Town Hall by an Independent Journalist

It was a chance for your staff to shine in the public eye, be polite, and serve the public efficiently

Most of the staff were OK, they were helpful and answered questions

Then you have some staff that were rude, aggressive and uneducated on public photography, namely Allison Hirschmann, Christopher Jenson, and Jean Chrisman, and possibly the Town Attorney.

Ms Hirschman was rude, thinks that you need her permission to take her photo IN PUBLIC, and used her personal phone to take video/photo of a citizen, while she was on the clock.

By doing so, and being on the clock, knowingly or not, she created a public record, and being a public record that video/photo is available to the public via the Freedom Of Information Law.

Minutes after the video/photo was taken, when handing the FOIL request to the Deputy Town Clerk, Ms Lake, the Journalist asked her to advise Ms Hirschmann not to delete the video/photo from her phone as that would be destroying a public record and is illegal.

Assuming Ms Lake did her job correctly, Ms Hirschmann was so advised.

If Ms Hirschman was not given that advise by Ms Lake, then you have another



problem.

The FOIL request was supposedly sent to Chris Nettler, (unsure of the correct spelling) Town Attorney, and was denied in a email from Town Clerk, Jean Chrisman.

Again, if the Town Attorney was the one to deny the FOIL request, you have another problem, and need a new Town Attorney because an Attorney, who does not know basic law, is disgraceful and embarrassing.

Christopher Jenson was strange, he actually said "You can't take photos in public" then went on to attempt to close a PUBLIC OFFICE during business hours, because he didn't get his own way.

He left, and returned with a different attitude after obviously being told that he can't do that and what the Journalist was doing was LEGAL.

Jean Chrisman, when told that the Journalist was appealing the FOIL denial, was aggressive and down right rude.

She is clueless as to how she can give a stamped copy of a FOIL request as proof that it was received, and absolutely ridiculous insisting that a second FOIL request needed to be made to get proof of receipt for the first FOIL request.

It was obvious that she was angry that an appeal was being made, and a mere citizen was questioning her perceived authority.

It is sad that she only THINKS that she knows how to do her job and is the type of person that given a LITTLE power, thinks she is omnipotent, and must be obeyed.

She needs to be reminded that she works for the citizens, not the other way around.

I have attached a video link so you can watch it yourself, it is self explanatory and acts as an independent witness. In my experience, people lie...cameras don't.

I have also included the law on public photography that I suggest you send to all of your staff and the Town Attorney.

Education, is a good thing for everyone.

Point number 8, is the one that specifically relates City Buildings, also point number 4.

## LAWS ON PUBLIC PHOTOGRAPHY

1. It is a 1st Amendment PROTECTED civil right
2. As long as the photographer is standing in a PUBLIC space, they can photograph any PERSON, BUILDING, VEHICLE, PRIVATE BUSINESS, PUBLIC BUSINESS, OPEN SPACE, that they can see from that space
3. NO PERMISSION to do so is needed from ANY person as the Supreme court has ruled THERE CAN BE NO EXPECTATION OF PRIVACY IN PUBLIC. If you can be seen from a public space, you are IN PUBLIC and can be photographed
4. The law that allows 2, and 3, is the same law that allows photos to be taken of citizens without their individual permission by CCTV cameras, Security Cameras (yours, or anyone else's), Police Body Cameras, Vehicle Dash Cameras – in case you miss the point – IT'S LEGAL
5. For **PRIVATE** businesses and buildings, as long as the photographer is in a publicly accessible space, for example, a public sidewalk or public easement, they can photograph the exterior of any building including car parks.  
From that publicly accessible space, they can photograph through any open door, glass door, any window, except bathrooms where privacy is expected.

If the owner want's privacy, they must create it.

For example: have a solid door and close it, install blinds on windows, and use them.

6. For **PRIVATE HOMES** – identical as for 5. but it changes to no photography of bathrooms and BEDROOMS, where privacy is expected.

If the home owner want's privacy, they must create it.

For example: close the door and the blinds.

Creepy, but that's the law

7. For **VEHICLES**, as long as the photographer is in a publicly accessible space, they can photograph ANY vehicle, including plates and V.I.N. and as long as the photographer does not touch or breach the vehicle, by body or camera, they can photograph the interior of any vehicle including any objects or paperwork visible, including inside Police vehicles

8. For **PUBLIC** buildings, including but not limited to, all City Buildings and Offices, Police Stations, Fire Stations, Post Offices.

**EXTERIOR** - A photographer, as long as he is in a publicly accessible space, can photograph the exterior of the buildings including car parks. They can photograph through any open door, glass door, any window, except bathrooms where privacy is expected.

**INTERIOR** – photographs may be taken in any entrance, foyer, lobby, also corridors excepted where sign posted or marked as private access. From these publicly accessible areas, except restrooms where privacy is expected, a photographer can take photos into any office with an open door as long as he does not physically breach the door, through any

glass panel window, or partition, into any open work spaces, or cubbies, he may enter and photograph, in and from, the public lobby of individual offices, if a public lobby is provided.

He can photograph any public employee in the course of their duties or any citizen in those facilities, again, THERE CAN BE NO EXPECTATION OF PRIVACY IN PUBLIC.

If there is private or sensitive information visible to the public, from the public areas, it is up to STAFF to protect that information by turning or shutting down computer monitors, covering or turning over paper work.

They CAN NOT attempt to protect that information by violating the 1st Amendment rights of the photographer by telling him to turn off the camera, delete the footage, ask him to leave the office, ask him to leave the building or attempt to have him trespassed

9. Public photography, in and of itself, can not be deemed suspicious. Public photography, if being done in a public space where the photographer is legally allowed to be, can not be used as the sole reason for detention by Security Staff or Law Enforcement Officers. It can not be used as the sole reason for arrest by Law Enforcement. The Supreme Court has ruled that you CAN NOT CRIMINALIZE a legal and lawful activity that is a 1<sup>st</sup> Amendment Protected Civil Right – Freedom Of The Press.

---

The Journalist is a 1<sup>st</sup> Amendment Civil Rights Activist, and very well respected for what he does

He is not rude and does not instigate trouble, he does what he is legally allowed to do and checks if public servants in and around public buildings respect his 1<sup>st</sup> Amendment Civil Rights and how they interact with and serve the citizens.

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employees, he lets them hang themselves and like Jean Chrisman, lets her dig that hole deeper.

So far your video has been viewed 55,000 times – in just one day  
And the viewers have made over 1,100 comments about the video  
NOT ONE of those comments is favourable to your Town Hall Staff  
I suggest you read the comments

Action needs to be taken

The video link

<https://www.youtube.com/watch?v=o0RacGSoHt0>

If you are unable to open the link you can copy and past it to your browser or go to YouTube and search

**YOU CAN'T TAKE PICTURES! THAT'S  
AGAINST THE LAW! Canandaigua Town  
Hall First Amendment Audit**

Regards  
Ms Kerry Ryan

**Sarah Reynolds**

---

**From:** Kerry Ryan <kerry.joy.ryan@bigpond.com>  
**Sent:** Friday, March 31, 2023 12:21 AM  
**To:** Jean Chrisman  
**Subject:** Copy of an email sent to the town manager

Sir

I recently watched a video that was taken in your Town Hall by an Independent Journalist

It was a chance for your staff to shine in the public eye, be polite, and serve the public efficiently

Most of the staff were OK, they were helpful and answered questions

Then you have some staff that were rude, aggressive and uneducated on public photography, namely Allison Hirschmann, Christopher Jenson, and Jean Chrisman, and possibly the Town Attorney.

Ms Hirschman was rude, thinks that you need her permission to take her photo IN PUBLIC, and used her personal phone to take video/photo of a citizen, while she was on the clock.

By doing so, and being on the clock, knowingly or not, she created a public record, and being a public record that video/photo is available to the public via the Freedom Of Information Law.

Minutes after the video/photo was taken, when handing the FOIL request to the Deputy Town Clerk, Ms Lake, the Journalist asked her to advise Ms Hirschmann not to delete

the video/photo from her phone as that would be destroying a public record and is illegal.

Assuming Ms Lake did her job correctly, Ms Hirschmann was so advised.

If Ms Hirschman was not given that advise by Ms Lake, then you have another problem.

The FOIL request was supposedly sent to Chris Nettler, (unsure of the correct spelling) Town Attorney, and was denied in a email from Town Clerk, Jean Chrisman.

Again, if the Town Attorney was the one to deny the FOIL request, you have another problem, and need a new Town Attorney because an Attorney, who does not know basic law, is disgraceful and embarrassing.

Christopher Jenson was strange, he actually said "You can't take photos in public" then went on to attempt to close a PUBLIC OFFICE during business hours, because he didn't get his own way.

He left, and returned with a different attitude after obviously being told that he can't do that and what the Journalist was doing was LEGAL.

Jean Chrisman, when told that the Journalist was appealing the FOIL denial, was aggressive and down right rude.

She is clueless as to how she can give a stamped copy of a FOIL request as proof that it was received, and absolutely ridiculous insisting that a second FOIL request needed to be made to get proof of receipt for the first FOIL request.

It was obvious that she was angry that an appeal was being made, and a mere citizen was questioning her perceived authority.

It is sad that she only THINKS that she knows how to do her job and is the type of person that given a LITTLE power, thinks she is omnipotent, and must be obeyed.

She needs to be reminded that she works for the citizens, not the other way around.

I have attached a video link so you can watch it yourself, it is self explanatory and acts as an independent witness. In my experience, people lie...cameras don't.

I have also included the law on public photography that I suggest you send to all of your staff and the Town Attorney.

Education, is a good thing for everyone.

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4. The law that allows 2, and 3, is the same law that allows photos to be taken of citizens without their individual permission by CCTV cameras, Security Cameras (yours, or anyone else's), Police Body Cameras, Vehicle Dash Cameras – in case you miss the point – IT'S LEGAL



5. For **PRIVATE** businesses and buildings, as long as the photographer is in a publicly accessible space, for example, a public sidewalk or public easement, they can photograph the exterior of any building including car parks.

From that publicly accessible space, they can photograph through any open door, glass door, any window, except bathrooms where privacy is expected.

If the owner want's privacy, they must create it.

For example: have a solid door and close it, install blinds on windows, and use them.

6. For **PRIVATE HOMES** – identical as for 5. but it changes to no photography of bathrooms and BEDROOMS, where privacy is expected.

If the home owner want's privacy, they must create it.

For example: close the door and the blinds.

Creepy, but that's the law

7. For **VEHICLES**, as long as the photographer is in a publicly accessible space, they can photograph ANY vehicle, including plates and V.I.N. which are public information and as long as the photographer does not touch or breach the vehicle, by body or camera, they can photograph the interior of any vehicle including any objects or paperwork visible, including inside Police vehicles.

It falls to the Officer to CLOSE his computer to prevent information being photographed.

8. For **PUBLIC** buildings, including but not limited to, ALL City Buildings and Offices, Police Stations, Fire Stations, Post Offices.

**EXTERIOR** - A photographer, as long as he is in a publicly accessible space, can photograph the exterior of the buildings including car parks.

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He can photograph any public employee in the course of their duties or any citizen in those facilities, again, THERE CAN BE NO EXPECTATION OF PRIVACY IN PUBLIC.

If there is private or sensitive information visible to the public, from the public areas, it is up to STAFF to protect that information by turning or shutting down computer monitors, covering or turning over paper work.

They CAN NOT attempt to protect that information by violating the 1st Amendment rights of the photographer by telling him to turn off the camera, delete the footage, ask him to leave the office, ask him to leave the building or attempt to have him trespassed

9. Public photography, in and of itself, can not be deemed suspicious.

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YOU CAN T TAKE PICTURES !THATS AGAINST THE LAW !Canandaigua  
Town HallFirstAm endmentAudit

Regards

Ms Kerry Ryan

**From:** [John D. Goodwin](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: Complaint about rude staff  
**Date:** Friday, March 31, 2023 8:26:04 AM  
**Attachments:** [image001.png](#)

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John D. Goodwin, ICMA-CM, NPFLRA-CLRP  
City Manager  
City of Canandaigua  
2 North Main Street  
Canandaigua, NY 14424  
585-337-2174



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**From:** Kerry Ryan <kerry.joy.ryan@bigpond.com>  
**Sent:** Thursday, March 30, 2023 11:23 PM  
**To:** John D. Goodwin <John.Goodwin@canandaiguanewyork.gov>  
**Subject:** Complaint about rude staff

*CAUTION: This email originated from outside of the City of Canandaigua organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.*

John Goodwin  
City Manager  
Canandaigua

Sir

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So far your video has been viewed 55,000 times – in just one day  
And the viewers have made over 1,100 comments about the video  
NOT ONE of those comments is favourable to your Town Hall Staff  
I suggest you read the comments

Action needs to be taken

The video link

<https://www.youtube.com/watch?v=oORacGSoHt0>

If you are unable to open the link you can copy and past it to your browser or go to YouTube and search

YOU CAN'T TAKE PICTURES! THAT'S AGAINST THE LAW!  
Canandaigua Town Hall First Amendment Audit

Regards

Ms Kerry Ryan

**From:** [Rebeca - Deputy Town Clerk 1, tel: 5853374726](mailto:Rebeca - Deputy Town Clerk 1, tel: 5853374726)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from BUTTINO JENNIFE (6025251630) to 5853374726  
**Date:** Friday, March 31, 2023 8:26:59 AM  
**Attachments:** [Voice message from BUTTINO JENNIFE \(6025251630\) to 5853374726.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Yes my question was I was wondering if it's Town Clerk Jean Chrisman. I made it a habit of having she was extremely rude on a video that I watched and I was kind of shocked that she treated the public this way very arrogant(?) she seem to have it the stain for the public and I just don't understand why that is because she's paid with public dollars I mean so I was wondering if I could get a call back my name is Jennifer. My phone number is 602-525-1630. I was hoping that you can give me some insight on what's going on there. I would appreciate a call back. Thank you bye bye.

**From:** [Rebeca - Deputy Town Clerk 1, tel: 5853374726](#)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from unknown caller to 5853374726  
**Date:** Friday, March 31, 2023 11:38:46 AM  
**Attachments:** [Voice message from unknown caller to 5853374726.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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I don't know about Rebecca this is a message for Jean. I put in local government must of find(?) I would never treat somebody the way you acted. I do not understand it and Stephanie you should not be charging for the information and why you denying a property valid request which should go through. I am simply baffled by the situation and rather to stand(?) and I will be making a complaint. Thank you.

**From:** [Rebeca - Deputy Town Clerk 1, tel: 5853374726](#)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from WIRELESS CALLER (4847693811) to 5853374726  
**Date:** Friday, March 31, 2023 10:34:27 AM  
**Attachments:** [Voice message from WIRELESS CALLER \(4847693811\) to 5853374726.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi this is a concerned citizen calling to express my concern Harry Jean Chrisman with take it upon herself to be nice(?) for your request for legal reason and that this type of disgraceful behavior is being brought to light and that you need to correct public servants who are entrusted with public records do not belong to you and when the people request and you need to come minister on somebody's public private phone. If you have pictures or video something in the course of the publicly funded committees. You need to provide them correct your actions and apologize. Thank you. Have a great day.

**From:** [Rebeca - Deputy Town Clerk 1, tel: 5853374726](#)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from WIRELESS CALLER (5405211303) to 5853374726  
**Date:** Friday, March 31, 2023 8:21:43 AM  
**Attachments:** [Voice message from WIRELESS CALLER \(5405211303\) to 5853374726.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

---

Yes Rebecca I would ask that you train Jean in how to do her freaking job. She twist everything around like a democrat. She probably is one but she is real hard headed [...] and he needs to be fired and go about her way because she's very unprofessional and she likes just twist everything around to her narrative and it's not like that you work for us you do your job you do get a job right or sit(?) your [...] without a paycheck about that have that work you.

**From:** [Identity withheld](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: Voice message from unknown caller to 5853374728  
**Date:** Friday, March 31, 2023 10:59:14 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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American citizen and a tax payer of the area there Jean Chris Chrisman. I believe how that's pronounced tonight possibly valid freedom of information act this could be very very important. If somebody wants to request details of something and she denies it and then the picture(?) is trying to charge for a piece of paper or not his(?) funding. You and everybody in that building and you have the cheat to decide to charge for a piece of paper. Unbelievable unprofessional rude self entitled and I hope you get your act together and please do not delete any comments on Facebook because I guess another lawsuit several councils of being sued now for deleting comments on the on the Facebook page which is also a public forum. I'm showing you what my(?) ... and I'm sorry because I'm angry but just get your act together like you.



## Sarah Reynolds

---

**From:** InHisGrace <inhisgrace007@gmail.com>  
**Sent:** Saturday, April 1, 2023 4:24 AM  
**To:** Jean Chrisman  
**Subject:** FOIL Requests

Hello Jean,

Hope you are doing well and looking forward to spring!

When a person makes a FOIL request, in person, and THAT FOIL request is date-stamped as received...why is it difficult to simply make a photocopy for the requester? The date-stamped FOIL is proof of its RECEIPT by your office. Not certain if you knew the date-stamped FOIL is called a receipt.

There is absolutely no need for the requestor to fill out another FOIL request for that receipt as it has not yet been entered INTO the record.

See video timestamp 20:39 to view your interaction with Dan, at Auditing Erie county, regarding his FOIL request. He also provides helpful information on his prior experience in filling out FOIL requests.

Hope you find this helpful.

Take care and God Bless,  
Kay

See timestamp 20:39  
<https://youtu.be/o0RacGSoHt0>

## Sarah Reynolds

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**From:** Nonion Biznuss <ccieinoc@gmail.com>  
**Sent:** Saturday, April 1, 2023 12:17 PM  
**To:** Jean Chrisman  
**Subject:** Horrible Display of Public Service

Dear Karen or Canandaigua,

Perhaps you've grown accustomed to the public not keeping our public servants in check but prepare yourself for something new. You can either shape up or ship out as today's public does not put up with tyrants such as yourself.

If you don't change your bitchy attitude, your public service days are numbered...

We The People

## Sarah Reynolds

---

**From:** Brian C Shafer <bshafer@utexas.edu>  
**Sent:** Sunday, April 2, 2023 3:28 PM  
**To:** Jean Chrisman  
**Subject:** \$0.25

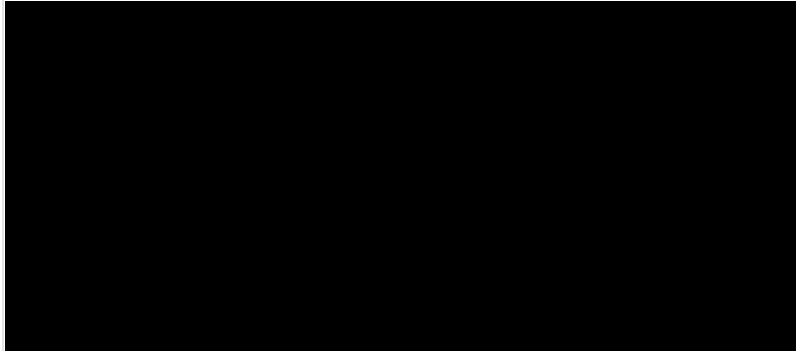
You are a petty idiot!

## Sarah Reynolds

---

**From:** Ervin Middleton <emiddle25@yahoo.com>  
**Sent:** Sunday, April 2, 2023 4:25 PM  
**To:** Info  
**Subject:** Town Clerk Jean Chrisman

[YOU CAN'T TAKE PICTURES! THAT'S AGAINST THE LAW! Canandaigua Town Hall First Amendment Audit](#)



**YOU CAN'T TAKE PICTURES! THAT'S  
AGAINST THE LAW! Canandaigua Town Hall  
F...**

I just wanted to write you to say that the clerk in this video, Jean Chrisman, is a petty, ill-informed, nitwit, and a disgrace. Hopefully you will be bombarded by people with a similar opinion. I frequently see public servants who forget that they are here to serve us, not the other way around.

Ervin Middleton Jr.

## Sarah Reynolds

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**From:** Support Our Troops <always.respect.the.uniform@gmail.com>  
**Sent:** Sunday, April 2, 2023 1:44 PM  
**To:** Jean Chrisman; Rebecca Doyle; Heather Cross; Crystelyn Laske  
**Subject:** UGLY HAGS

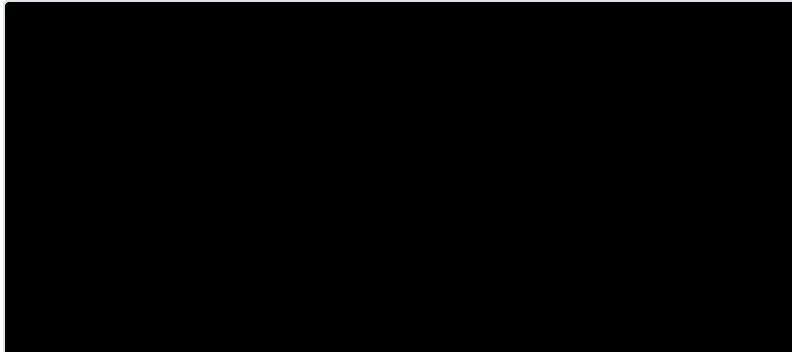
<https://youtu.be/o0RacGSoHt0>

You look like HAGS.

**From:** [Ervin Middleton](#)  
**To:** [Info](#)  
**Subject:** Town Clerk Jean Chrisman  
**Date:** Sunday, April 2, 2023 6:51:43 PM

---

[YOU CAN'T TAKE PICTURES! THAT'S AGAINST THE LAW! Canandaigua Town Hall First Amendment Audit](#)



YOU CAN'T TAKE PICTURES! THAT'S AGAINST  
THE LAW! Canandaigua Town Hall F...

I just wanted to write you to say that the clerk in this video, Jean Chrisman, is a petty, ill-informed, nitwit, and a disgrace. Hopefully you will be bombarded by people with a similar opinion. I frequently see public servants who forget that they are here to serve us, not the other way around.

Ervin Middleton Jr.

**From:** [Adeline Rudolph](#)  
**To:** [Doug Finch](#)  
**Subject:** FW: A study on the contemporary civil service with a post-modern lens  
**Date:** Monday, April 3, 2023 11:47:11 AM

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**From:** Jason Takerer <takerer@mail.com>  
**Sent:** Friday, March 31, 2023 2:58 PM  
**To:** Terry Fennelly <tfennelly@townofcanandaigua.org>  
**Cc:** Jean Chrisman <jchrisman@townofcanandaigua.org>; Allison Hirschmann <ahirschmann@townofcanandaigua.org>; Jared Simpson <jsimpson@townofcanandaigua.org>; Adeline Rudolph <arudolph@townofcanandaigua.org>; John Casey <jcasey@townofcanandaigua.org>; Chris Jensen <cjensen@townofcanandaigua.org>  
**Subject:** A study on the contemporary civil service with a post-modern lens

Hello Board Members and Staff,

I recently viewed a Youtube video of your public office staffs' apparent mis-handling of a general inquiry from a citizen: <https://www.youtube.com/watch?v=o0RacGSoHtQ>

As a student of public policy (MA), I wonder if you had any thoughts on the thesis that the contemporary civil servant has become an antithetical force to the rights of the citizenry (i.e., in this case an apparent willfulness that is neither civil, nor serving to the public).

I am working on a project that could benefit from your experience, and any insights would be appreciated.

Thanks in advance.

Respectfully,

Jason Takerer

**From:** [Town Clerk Gen VM, tel: 5853374753](tel:5853374753)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from BALDWIN MI (2314409062) to 5853374753  
**Date:** Monday, April 3, 2023 10:06:16 AM  
**Attachments:** [Voice message from BALDWIN MI \(2314409062\) to 5853374753.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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What you hiding your ugly this.



**From:** [Rebeca - Deputy Town Clerk 1, tel: 5853374726](#)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from BORN JAMES (3043501153) to 5853374726  
**Date:** Monday, April 3, 2023 9:27:48 AM  
**Attachments:** [Voice message from BORN JAMES \(3043501153\) to 5853374726.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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Hi my name is Tracy whittington(?) and I am calling on regards of the town clerk which is name green(?) Jean Chrisman and I noticed that maybe Jean needed a little bit of re education maybe some schooling on how to be a town clerk and some of the thing she did was just so I'm professional rude \$67,000 of tax payers pay for her to play games with you know she didn't seem to understand the rules of photo(?) photos in public places. So just you know a lot of people don't but choose as to her job. I didn't understand why she felt the need to charge for a receipt of the. It's just it's just to say that you know in case you say you got lost that it's you know it's that this is this is proof that you send it in and as far as I know you don't charge for that and I've never been anywhere where third counties I've lived in and I've never seen anything like that. Also they added to the kind of just total and would be great for your town to just say hey hi welcome you know watch some audit some auditors and get some pressed(?) went to the Midwest and had people take given towards to the building that we're proud of there's(?) city they're-proud(?) their town. They were just just a dream and I just don't understand the this almost but you know just paying for the public in which they work for their job is to help that is to help the people of the town not gonna ramble on much more. I'm highly discouraged. You can reach me at 304-350-1153. Again you don't have.

**From:** [Rebeca - Deputy Town Clerk 1, tel: 5853374726](#)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from unknown caller to 5853374726  
**Date:** Monday, April 3, 2023 9:35:47 AM  
**Attachments:** [Voice message from unknown caller to 5853374726.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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This message is for the communist Jean Chrisman. I know you been talked with you women from the time you're hit this earth on that you're special and you guys can just do anything you want and I seen that special little care and you all had back there the other day. Basically snowed in Dan from Erie County just trying to exercise our rights. You people need to get out of this frame of mind thinking you own control everything you don't and the people are finally United enough to wake up and realize that you all had the upper hand for decades and you all treated us people we the people like crap and we're tired of it. Learn all do your job and quit breaking it because I assure you we are not giving up until we get rid of qualified immunity and all this nonsense you little brat. You you spoiled little girls do everyday hiding behind them that we all know for real but none of you actually do a hard job. You all don't work hard everyday you don't actually produce nothing you work for government we know that. So why don't you do something good for a change and not turn the public again more public officials that way you all can maybe keep your job you know because eventually your job thing go to exist. I'm on the think people are gonna quit paying when they realize how rigged(?) it really it. I'm fortunate enough I've known my whole life and I know you women are brain washed and dumb enough to offer communism(?) I know you're easily manipulated them and is is the worst thing that ever hit this country. You all never had it unfair in fact you all had it more easy than any other woman in the history of mankind. You are spoiled little brat and you're acting like it and that white night back there that came into protector the guy that trying to get up on or whatever trying to protector. Tell him to learn to do his job to quit coughing into committee balance(?) because he was talking her into because committed(?) the crime but you know saying she didn't do that. She didn't video whatever. Learn the law and stick with it and do yourself a favor quit being a comment at 10 minutes because it's not doing you lady any good at the end of the day you all couldn't survive without it and then we can survive perfectly fine without women and there's plenty of you that will more than gladly do what God put them on the third command commanded you all to do. You don't wanna live according to Jesus that you're fine you don't wanna submit like he said that how you all are both to that's fine but at the end of the day you'll have to deal with him on that but when I come to the public(?) Public Public up position you all home you all need to learn the actual law and what you are supposed to do because our-are(?) not you're(?) all making stuff up on the fly and it don't work that way and it needs to.

**From:** [Rebeca - Deputy Town Clerk 1, tel: 5853374726](#)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from BORN JAMES (3043501153) to 5853374726  
**Date:** Tuesday, April 4, 2023 9:23:31 AM  
**Attachments:** [Voice message from BORN JAMES \(3043501153\) to 5853374726.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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Hi my name is Tracy whittington(?) and I am calling on regards of the town clerk which is name green(?) Jean Chrisman and I noticed that maybe Jean needed a little bit of re education maybe some schooling on how to be a town clerk and some of the thing she did was just so I'm professional rude \$67,000 of tax payers pay for her to play games with you know she didn't seem to understand the rules of photo(?) photos in public places. So just you know a lot of people don't but choose as to her job. I didn't understand why she felt the need to charge for a receipt of the. It's just it's just to say that you know in case you say you got lost that it's you know it's that this is this is proof that you send it in and as far as I know you don't charge for that and I've never been anywhere where third counties I've lived in and I've never seen anything like that. Also they added to the kind of just total and would be great for your town to just say hey hi welcome you know watch some audit some auditors and get some pressed(?) went to the Midwest and had people take given towards to the building that we're proud of there's(?) city they're-proud(?) their town. They were just just a dream and I just don't understand the this almost but you know just paying for the public in which they work for their job is to help that is to help the people of the town not gonna ramble on much more. I'm highly discouraged. You can reach me at 304-350-1153. Again you don't have.

**From:** [Rebeca - Deputy Town Clerk 1, tel: 5853374726](#)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: FW: Voice message from unknown caller to 5853374726  
**Date:** Tuesday, April 4, 2023 9:23:59 AM  
**Attachments:** [Voice message from unknown caller to 5853374726.msg](#)

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**From:** [Town Clerk Gen VM. tel: 5853374753](#)  
**To:** [Doug - Town Manager](#)  
**Subject:** Fwd: FW: Voice message from unknown caller to 5853374753  
**Date:** Tuesday, April 4, 2023 7:46:51 AM  
**Attachments:** [message.wav](#)  
[Voice message from unknown caller to 5853374753.msg](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

The original message is still in your account.

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alison(?) the tax payers don't pay you to sit around and take pictures and video on private citizens. You can do that on your own [...]. Don't do that on the tax payers. we'll pay you for that. We pay you to be an office clerk not target for filming and taking pictures of private citizens. You're the public service. Remember that remember your plate.

**From:** [Doug - Town Manager, tel: 5853374728](mailto:5853374728@vmail.sover.net)  
**To:** [5853374728@vmail.sover.net](mailto:5853374728@vmail.sover.net)  
**Subject:** Fwd: Voice message from 5853374728  
**Date:** Tuesday, April 4, 2023 9:29:08 AM  
**Attachments:** [message.wav](#)

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The attached message was recently left in your voicemail account for 5853374728. We are sending you this email because you have asked for your messages to be forwarded to this address.

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---

Yes Rebecca I would ask that you train Jean in how to do her freaking job. She twist everything around like a democrat. She probably is one but she is real hard headed [...] and he needs to be fired and go about her way because she's very unprofessional and she likes just twist everything around to her narrative and it's not like that you work for us you do your job you do get a job right or sit(?) your [...] without a paycheck about that have that work you.

**From:** [Rebecca Doyle](#)  
**To:** [Doug Finch](#)  
**Subject:** 1st amendment Audit Call  
**Date:** Thursday, April 6, 2023 11:33:28 AM

---

Hello

On 4/6/2023 at 10:28am Bill Tompkins (707-827-6101) called. I answered the phone he asked for Chrisman. I stated she wasn't available and he said I bet she isn't. he asked me to relay a message to her stating she is a disgrace and she should be ashamed of herself. I asked if I could help he with anything he said just make sure I tell that lady everything. He then asked for my name. I told him and he said Rebeca I sorry you have to work with that B\*\*\*\* and hung up the phone.

*Rebeca Doyle  
Deputy Town Clerk  
Town of Canandaigua  
5440 Route 5 & 20 West  
Canandaigua NY 14424  
585-394-1120 Ext 2226*

*Office Hours:  
Mon, Tues, Thur & Fri  
8:00am-4:00pm  
Wednesday  
8:00am-5:30pm*

## Sarah Reynolds

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**From:** Sarah Reynolds  
**Sent:** Monday, April 10, 2023 8:11 AM  
**To:** Sarah Reynolds  
**Subject:** FW: FLT Article

*Sarah Reynolds*

Administrative Coordinator  
Town of Canandaigua

---

**From:** Jared Simpson <[jsimpson@townofcanandaigua.org](mailto:jsimpson@townofcanandaigua.org)>  
**Sent:** Friday, April 7, 2023 9:53 AM  
**To:** Sarah Reynolds <[sreynolds@townofcanandaigua.org](mailto:sreynolds@townofcanandaigua.org)>; Doug Finch <[dfinch@townofcanandaigua.org](mailto:dfinch@townofcanandaigua.org)>  
**Subject:** Fw: FLT Article

Jared Simpson, Supervisor  
Town of Canandaigua

---

**From:** Tom Marsh <[owenjordan@gmail.com](mailto:owenjordan@gmail.com)>  
**Sent:** Thursday, April 6, 2023 4:17 PM  
**To:** Jared Simpson <[jsimpson@townofcanandaigua.org](mailto:jsimpson@townofcanandaigua.org)>  
**Subject:** FLT Article

I have just read David Shaw's article in today's Finger Lakes Times about your dealings with Daniel Warmus and wanted to say that for it is worth, I completely agree with the decision you and the Board made in this incident.

While I support open government and a citizens right to know, there is also harassment of public officials and employees and I think this is an excellent example of the latter.

Good for you, the Board and your Town employees!

Thomas S. Marsh  
Geneva, NY



# ATTACHMENT 2

## Reports of Officials & Department Heads

April 17 2023

## Highway and Water superintendent report

### Highway

1. The new plow truck will be delivered the second week of April. This truck took 22 months to get to us due to covid supply chain issues.
2. Spring cleanup on town roads will begin this month from the winter.
3. Cleaning ditches around the town
4. Assisting the parks department with small projects
5. Removing dead ash trees in the south end of the town along the ROW.

### Water

1. Installing insertion points for Electro Scan to perform their survey of the water main.
2. New water meters have come to a sudden halt. The manufacturer is having chip issues.
3. Spring fire hydrant flushing will occur in late April.
4. Ryan Wilkes and Johnathon Noble are attending Morrisville College to obtain their grade D water license in April.

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Marriage Lic.	Marriage License Fees	2	35.00
		<b>Sub-Total:</b>		<b>\$35.00</b>
AA100..2001	Cabins / Halls / Pavilions	Onanda Halls/Lodging	22	5,360.00
		<b>Sub-Total:</b>		<b>\$5,360.00</b>
AA100.1255	Misc. Fees	Copies	26	6.50
		Marriage Cert	5	50.00
		<b>Sub-Total:</b>		<b>\$56.50</b>
AA100.1603	Misc. Fees	Death Cert	58	580.00
		Genelogy Fee	1	22.00
		<b>Sub-Total:</b>		<b>\$602.00</b>
AA100.2001	BYS Fee	BYS Fee	29	145.00
	Cart Fee	CC Cart Fee	45	2.25
	Credit Card Processing Fee	Credit Card Processing Fee	44	152.04
	Onanda Cabin NON Residential Weekly	Onanda Cabin NON Residential Weekly	1	360.00
	Onanda Park Pavilion	Onanda Park Pavilions	10	1,510.00
	Outhouse Park Hall Full Day	Outhouse Park Hall Full Day	18	2,300.00
	Outhouse Park Pavilion	Outhouse Park Pavilion	8	345.00
	Park Rentals	Onanda Cabin Residential Weekly	1	300.00
	Pavilion rental	Pierce Park Pavilions	4	75.00
	Walk Ins	Onanda Receipts	1	79.00
	WL Schoolhouse Weekend	WL Schoolhouse Weekday	2	50.00
		WL Schoolhouse Weekend	2	100.00
		<b>Sub-Total:</b>		<b>\$5,418.29</b>
AA100.2110	Plan & Zone	Zoning Fee	6	1,300.00
		<b>Sub-Total:</b>		<b>\$1,300.00</b>
AA100.2120	Plan & Zone	Soil Erosion	1	150.00
		<b>Sub-Total:</b>		<b>\$150.00</b>
AA100.2544	Dog Licensing	Female, Spayed	51	969.00
		Female, Unspayed	16	432.00
		Male, Neutered	43	817.00
		Male, Unneutered	7	189.00
		Replacement Tags	2	3.00
	Late Fees	Late Fees	38	190.00
		<b>Sub-Total:</b>		<b>\$2,600.00</b>
AA100.2590	Building Fee	Building Fee	25	4,669.20
		<b>Sub-Total:</b>		<b>\$4,669.20</b>
AA100.2591	Misc. Fees	Transfer Coupons	442.5	885.00
		<b>Sub-Total:</b>		<b>\$885.00</b>
CM100-2001	Plan & Zone	Parks And Recreation	1	1,500.00
		<b>Sub-Total:</b>		<b>\$1,500.00</b>
SW500.2140	Rents Payments	Rents Payments	12	1,398.90

Account#	Account Description	Fee Description	Qty	Local Share
			<b>Sub-Total:</b>	<b>\$1,398.90</b>
SW500.2148	Penalty	Penalty	11	82.09
			<b>Sub-Total:</b>	<b>\$82.09</b>
<b>Total Local Shares Remitted:</b>				<b>\$24,056.98</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				163.00
Amount paid to: State Health Dept. For Marriage Licenses				45.00
<b>Total State, County &amp; Local Revenues:</b>		<b>\$24,264.98</b>		<b>Total Non-Local Revenues:</b>
				<b>\$208.00</b>

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Jean Chrisman, Town Clerk, Town of Canadaigua during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

Town Clerk

Date

NYS DOH Marriage	Ck #2626	\$45.00	
NYS Ag Markets (dog)	Ck #2627	\$163.00	
NYS DEC (decals)	EFT	\$0.00	
Pymt To Town Park & Rec F	Ck # 2628	\$1,500.00	
Original Pymt To Town		-\$1,708.00	\$22,556.98
Infintech (Credit Card Charges) Feb 2023		-\$215.33	Automatically Withdrawn from TC Checking Account (3/7/2023)
Infintech (Cart Fee 5¢/Trans) Feb 2023		-\$15.60	Automatically Withdrawn from TC Checking Account (3/8/2023)
Total W/drawals from TC Ckg Act		-\$230.93	
Pymt to Town Receipt	Ck # 2629	\$22,326.05	\$22,326.05
Total of Checks Written/Transfer:		\$24,264.98	



# TRAFFIC REPORT



During the Month of February 2023, Deputies continued to work the Enhanced Law Enforcement traffic patrol in the Town of Canandaigua. During this time, Deputies worked a total of 5 hours conducting traffic operations. Combined, they initiated 9 traffic stops and issued 5 citations consisting of the following:

State Route 332 - 1 citations  
- 1 Speed over 55mph

County Road 32 - 1 citations  
- 1 speed over 55

Fire Hall Road - 1 citation  
- 1 uninspected vehicle

State Route 364 - 2 citations  
- 2 uninspected vehicle

In addition to the above enforcement efforts, the deputies reported the following activity:

Respectfully,

Sergeant Dana Egburtson



Town of Canandaigua , NY

# Budget Adjustment Register

## Adjustment Detail

Packet: GLPKT02408 - 2023-04-05 JM Budget Transfer

Adjustment Number	Budget Code	Description	Adjustment Date		
BA0000341	2023 Adopted Town Budget	Increase budget for Annual EAP services	4/5/2023		
Summary Description:	\$1386.00 was budgeted for Annual EAP services and the invoice came in at \$1,403.04 requiring a budget transfer of \$17.04 to cover the cost.				
Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">AA100.1430.420.00000</a>	PERSONNEL.EAP HUMAN RESOU...	Increase budget for Annual EAP services	1,386.00	17.04	1,403.04
February:	17.04				
<a href="#">AA100.1990.400.00000</a>	CONTINGENCY	Increase budget for Annual EAP services	124,453.00	-17.04	124,435.96
February:	-17.04				

**Budget Code Summary**

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2023 Adopted	2023 Adopted Town Budget	<a href="#">AA100.1430.420.00000</a>	PERSONNEL.EAP HUMAN RESOURCE	1,386.00	17.04	1,403.04
		<a href="#">AA100.1990.400.00000</a>	CONTINGENCY	124,453.00	-17.04	124,435.96
			<b>2023 Adopted Total:</b>	<b>125,839.00</b>	<b>0.00</b>	<b>125,839.00</b>
			<b>Grand Total:</b>	<b>125,839.00</b>	<b>0.00</b>	<b>125,839.00</b>

## Fund Summary

Fund	Before	Adjustment	After
Budget Code:2023 Adopted - 2023 Adopted Town Budget Fiscal: 2023			
AA100	125,839.00	0.00	125,839.00
Budget Code 2023 Adopted Total:	125,839.00	0.00	125,839.00
Grand Total:	125,839.00	0.00	125,839.00



# Investment Authorization

This authorization form is in keeping with the Town Board's Investment Policy adopted by the Town Board of the Town of Canandaigua annually at their Organizational Meeting, in keeping with Article XIV. Process for Investments, and shall be authorized by two of the following people holding the positions of: Town Supervisor, Chair of the Finance Committee, Town Clerk, Town Manager or Finance Clerk.

To: Town of Canandaigua Town Board  
Authorized Banks of the Town of Canandaigua  
(Canandaigua National Bank, Lyons National Bank, or NYCLASS)

The following individuals do hereby authorize the investment of \$2,043,497.54 CD#1 (2173)

☒ For a term of 14 days at a rate of 4.52% interest at CNB.

☐ Into a NYCLASS investment account.

The funds being invested are made up of monies from the following funds:

General Fund AA100.0242.00000 - \$1,021,748.78

Open Space AA1234.0242.00000 - \$510,874.38

CDGA Cons. WD SW500.0242.00000 - \$510,874.38

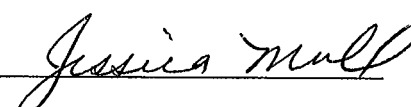
Authorized by the following individuals (2 required):

Signature: 

Name: Doug Finch

Title: Town Manager

Date: 03/20/2023

Signature: 

Name: Jessica Mull

Title: Finance Clerk

Date: 03/20/2023

**The Canandaigua National Bank and Trust Company**  
**Certificate of Deposit Account**  
**Municipal**  
**Account**  
**\$100,000 and over**  
**Account Receipt and**  
**Disclosure**

This account is non-negotiable and non-transferable

Member  
FDIC

**Account Number 2173**

**Customer Name and Address**

**Town of Canandaigua**  
**5440 State Route 5 And 20**  
**Canandaigua, NY 14424-9327**

**Issue Date**  
**03-20-2023**

**Term**  
**14 Days**

**Amount \$2,043,497.54**

**Interest Payment**  
**At Maturity**

**Interest Payment Method**  
**Simple**

**Mailing Address**  
**5440 State Route 5 And 20**  
**Canandaigua NY 14424-9327**

**Renewal Option**  
**Non-Renewable**

**Form of Ownership**  
**Municipal**

**Tax ID. No. 2197**

**By: Mary Kay Bashaw**

**(Bank Representative)**

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**Rate Information**

The interest rate for your certificate is **4.520** with an annual percentage yield of **4.58**. You will be paid this rate until the maturity date of the certificate. Your certificate will mature on **04-03-2023**. Interest will be paid at maturity.

**Balance Computation Method**

We use the daily balance method to calculate the interest on your account. This method applies a daily periodic rate to the principal in the account each day.

**Minimum Balance Requirements**

You must deposit a minimum of \$100,000 to open this account, and you must maintain a minimum balance of \$100,000 in the account every day to obtain the annual percentage yield.

**Early Withdrawal Penalties**

We will impose a penalty if you withdraw all or any portion of the principal before the maturity date. For accounts twelve (12) months or less, the fee imposed will equal three (3) months of interest. For accounts over twelve months, the fee imposed will equal six (6) months of interest. We have the right to invade the principal amount if the penalty assessed is greater than the accrued interest.

**Transaction Limits**

After you open this account, you may not make any additional deposits into or partial withdrawals from the account until the maturity date.

**Renewal Policies**

**Non-automatically Renewable:** This account will not automatically renew at maturity. The funds will be remitted in a non-interest bearing time deposit account upon the maturity date.

**Accrual of Interest on Non-cash Deposits**

Interest begins to accrue on the business day you deposit non-cash items (for example, checks).

# Investment Authorization

This authorization form is in keeping with the Town Board's Investment Policy adopted by the Town Board of the Town of Canandaigua annually at their Organizational Meeting, in keeping with Article XIV. Process for Investments, and shall be authorized by two of the following people holding the positions of: Town Supervisor, Chair of the Finance Committee, Town Clerk, Town Manager or Finance Clerk.

To: Town of Canandaigua Town Board  
Authorized Banks of the Town of Canandaigua  
(Canandaigua National Bank, Lyons National Bank, or NYCLASS)

The following individuals do hereby authorize the investment of \$2,047,089.55 CD#1 (2173)

☒ For a term of 32 days at a rate of 4.65% interest at CNB.

Issue date: 4/4/23

Maturity Date: 05/05/23

☐ Into a NYCLASS investment account.


The funds being invested are made up of monies from the following funds:

General Fund AA100.0242.00000 - \$1,023,544.79

Open Space AA1234.0242.00000 - \$511,722.38

CDGA Cons. WD SW500.0242.00000 - \$511,772.38

Authorized by the following individuals (2 required):

Signature: 

Name: Doug Finch

Title: Town Manager

Date: 04/04/2023

Signature: 

Name: Jessica Mull

Title: Finance Clerk

Date: 04/04/2023

# The Canandaigua National Bank and Trust Company

## Certificate of Deposit Account

**Municipal**

**Account**

**\$100,000 and over**

**Account Receipt and**

**Disclosure**

This account is non-negotiable and non-transferable

Member

FDIC

**Account Number 2173**

**Customer Name and Address**

**Town of Canandaigua**

**5440 State Route 5 And 20**

**Canandaigua, NY 14424-9327**

**Issue Date**

**04-04-2023**

**Term**

**32 Days**

**Amount \$2,047,089.55**

**Interest Payment  
At Maturity**

**Mailing Address**

**5440 State Route 5 And 20**

**Canandaigua NY 14424-9327**

**Interest Payment Method  
Simple**

**Renewal Option**

**Non-Renewable**

**Form of Ownership**

**Municipal**

**Tax I.D. No. 2197**

**By: Mary Kay Bashaw**

**(Bank Representative)**

### Rate Information

The interest rate for your certificate is **4.650** with an annual percentage yield of **4.71**. You will be paid this rate until the maturity date of the certificate. Your certificate will mature on **05-05-2023**. Interest will be paid at maturity.

### Balance Computation Method

We use the daily balance method to calculate the interest on your account. This method applies a daily periodic rate to the principal in the account each day.

### Minimum Balance Requirements

You must deposit a minimum of \$100,000 to open this account, and you must maintain a minimum balance of \$100,000 in the account every day to obtain the annual percentage yield.

### Early Withdrawal Penalties

We will impose a penalty if you withdraw all or any portion of the principal before the maturity date. For accounts twelve (12) months or less, the fee imposed will equal three (3) months of interest. For accounts over twelve months, the fee imposed will equal six (6) months of interest. We have the right to invade the principal amount if the penalty assessed is greater than the accrued interest.

### Transaction Limits

After you open this account, you may not make any additional deposits into or partial withdrawals from the account until the maturity date.

### Renewal Policies

**Non-automatically Renewable:** This account will not automatically renew at maturity. The funds will be remitted in a non-interest bearing time deposit account upon the maturity date.

### Accrual of Interest on Non-cash Deposits

Interest begins to accrue on the business day you deposit non-cash items (for example, checks).

# Investment Authorization

This authorization form is in keeping with the Town Board's Investment Policy adopted by the Town Board of the Town of Canandaigua annually at their Organizational Meeting, in keeping with Article XIV. Process for Investments, and shall be authorized by two of the following people holding the positions of: Town Supervisor, Chair of the Finance Committee, Town Clerk, Town Manager or Finance Clerk.

To: Town of Canandaigua Town Board  
Authorized Banks of the Town of Canandaigua  
(Canandaigua National Bank, Lyons National Bank, or NYCLASS)

The following individuals do hereby authorize the investment of \$2,033,341.98 (CD#2-3404)

☒ For a term of 25 days at a rate of 4.60% interest at CNB.

☐ Into a NYCLASS investment account.

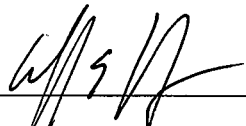
The funds being invested are made up of monies from the following funds:

General Fund AA100.0241.00000 - \$1,016,670.98

Highway DA100.0241.00000 - \$508,335.50

CDGA Cons. WD SW500.0241.00000 - \$508,335.50

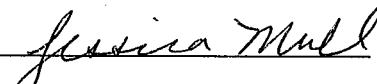
Authorized by the following individuals (2 required):

Signature: 

Name: Doug Finch

Title: Town Manager

Date: 03-24-2023

Signature: 

Name: Jessica Mull

Title: Finance Clerk

Date: 03-24-2023

**The Canandaigua National Bank and Trust Company**  
**Certificate of Deposit Account**  
**Municipal**  
**Account**  
**\$100,000 and over**  
**Account Receipt and**  
**Disclosure**

This account is non-negotiable and non-transferable

Member  
FDIC

**Account Number 3404**

**Customer Name and Address**

**Town of Canandaigua**  
**5440 State Route 5 And 20**  
**Canandaigua, NY 14424-9327**

**Issue Date**  
**03-24-2023**

**Term**  
**25 Days**

**Amount \$2,033,341.98**

**Interest Payment**  
**At Maturity**

**Mailing Address**

**5440 State Route 5 And 20**  
**Canandaigua NY 14424-9327**

**Interest Payment Method**  
**Simple**

**Renewal Option**  
**Non-Renewable**

**Form of Ownership**  
**Municipal**

**Tax ID. No. 2197**

**By: Mary Kay Bashaw**

**(Bank Representative)**

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**Rate Information**

The interest rate for your certificate is **4.600** with an annual percentage yield of **4.66** . You will be paid this rate until the maturity date of the certificate. Your certificate will mature on **04-18-2023** . Interest will be paid at maturity.

**Balance Computation Method**

We use the daily balance method to calculate the interest on your account. This method applies a daily periodic rate to the principal in the account each day.

**Minimum Balance Requirements**

You must deposit a minimum of \$100,000 to open this account, and you must maintain a minimum balance of \$100,000 in the account every day to obtain the annual percentage yield.

**Early Withdrawal Penalties**

We will impose a penalty if you withdraw all or any portion of the principal before the maturity date. For accounts twelve (12) months or less, the fee imposed will equal three (3) months of interest. For accounts over twelve months, the fee imposed will equal six (6) months of interest. We have the right to invade the principal amount if the penalty assessed is greater than the accrued interest.

**Transaction Limits**

After you open this account, you may not make any additional deposits into or partial withdrawals from the account until the maturity date.

**Renewal Policies**

**Non-automatically Renewable:** This account will not automatically renew at maturity. The funds will be remitted in a non-interest bearing time deposit account upon the maturity date.

**Accrual of Interest on Non-cash Deposits**

Interest begins to accrue on the business day you deposit non-cash items (for example, checks).

# Investment Authorization

This authorization form is in keeping with the Town Board's Investment Policy adopted by the Town Board of the Town of Canandaigua annually at their Organizational Meeting, in keeping with Article XIV. Process for Investments and shall be authorized by two of the following people holding the positions of: Town Supervisor, Chair of the Finance Committee, Town Clerk, Town Manager or Finance Clerk.

To: Town of Canandaigua Town Board  
Authorized Banks of the Town of Canandaigua  
(Canandaigua National Bank, Lyons National Bank, or NYCLASS)

The following individuals do hereby authorize the investment of \$3,506,043.33 (CD #4 xx8967)

☒ For a term of 12 days maturing on 03/21/2023 at a rate of 4.46% interest at CNB.

☐ Into a NYCLASS investment account.

The funds being invested are made up of monies from the following funds:

General Fund AA100.0246.00000 - \$2,003,021.67

Highway DA100.0246.00000 - \$501,510.83

ARP Capital Project HH100.0246.00033 - \$1,001,510.83

Authorized by the following individuals (2 required):

Signature: Jean E Chrisman

Name: Jean Chrisman

Title: Town Clerk

Date: 03-09-2023

Signature: Jessica Mull

Name: Jessica Mull

Title: Finance Clerk

Date: 03-09-2023

# **The Canandaigua National Bank and Trust Company**

## **Certificate of Deposit Account**

**Municipal  
Account  
\$100,000 and over  
Account Receipt and  
Disclosure**

This account is non-negotiable and non-transferable

Member  
FDIC

**Account Number 8967**

**Customer Name and Address**

**Town of Canandaigua  
5440 State Route 5 And 20  
Canandaigua, NY 14424-9327**

**Issue Date  
03-09-2023**

**Term  
12 Days**

**Amount \$3,506,043.33**

**Interest Payment  
At Maturity**

**Mailing Address**

**5440 State Route 5 And 20  
Canandaigua NY 14424-9327**

**Interest Payment Method  
Simple**

**Renewal Option  
Non-Renewable**

**Form of Ownership  
Municipal**

**Tax ID. No. 2197**

**By: Mary Kay Bashaw**

**(Bank Representative)**

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### **Rate Information**

The interest rate for your certificate is **4.460** with an annual percentage yield of **4.52**. You will be paid this rate until the maturity date of the certificate. Your certificate will mature on **03-21-2023**. Interest will be paid at maturity.

### **Balance Computation Method**

We use the daily balance method to calculate the interest on your account. This method applies a daily periodic rate to the principal in the account each day.

### **Minimum Balance Requirements**

You must deposit a minimum of \$100,000 to open this account, and you must maintain a minimum balance of \$100,000 in the account every day to obtain the annual percentage yield.

### **Early Withdrawal Penalties**

We will impose a penalty if you withdraw all or any portion of the principal before the maturity date. For accounts twelve (12) months or less, the fee imposed will equal three (3) months of interest. For accounts over twelve months, the fee imposed will equal six (6) months of interest. We have the right to invade the principal amount if the penalty assessed is greater than the accrued interest.

### **Transaction Limits**

After you open this account, you may not make any additional deposits into or partial withdrawals from the account until the maturity date.

### **Renewal Policies**

Non-automatically Renewable: This account will not automatically renew at maturity. The funds will be remitted in a non-interest bearing time deposit account upon the maturity date.

### **Accrual of Interest on Non-cash Deposits**

Interest begins to accrue on the business day you deposit non-cash items (for example, checks).



investing  
in you



Canandaigua  
National  
Bank & Trust

Mary Kay Bashaw  
Senior Vice President  
Government Banking  
1150 Pittsford Victor Road  
Pittsford NY 14534  
419-0670 x50618  
800-724-2621 x50618  
585-396-9295  
[mbashaw@cnbank.com](mailto:mbashaw@cnbank.com)

March 21, 2023

Town of Canandaigua  
Doug Finch, Town Manager  
Jessica Mull, Clerk/Finance  
5440 Route 5 & 20  
Canandaigua NY 14424

The following activity occurred in your account(s):

<u>Amount:</u>	<u>From:</u>	<u>To:</u>
\$3,511,255.65	CD#*****8967	#*****8819

**Mary Kay Bashaw**  
Senior Vice President  
Government Banking  
Canandaigua National Bank & Trust  
1150 Pittsford-Victor Road  
Pittsford, NY 14534  
[mbashaw@cnbank.com](mailto:mbashaw@cnbank.com)  
p: 585-419-0670, Ext 50618



Summary Statement

March 31, 2023

Page 1 of 15

Investor ID: NY-01-1004

0000580-0005115 PDF 517312

Town of Canandaigua  
5440 Route 5 & 20 West  
Canandaigua, NY 14424

NYCLASS

NYCLASS		Average Monthly Yield: 4.5093%						
		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NY-01-1004-0001	INVESTMENTS	503,207.39	0.00	0.00	1,931.03	5,358.95	504,219.97	505,138.42
NY-01-1004-0002	CONT. TAX RESERVE (AA231)	484,587.47	500,000.00	0.00	3,717.55	7,018.59	986,508.05	988,305.02
NY-01-1004-0003	OPEN SPACE RESERVE (AA234)	797,360.36	0.00	0.00	3,059.79	8,491.43	798,964.82	800,420.15
NY-01-1004-0004	PARKS FUND (CM100/CR)	333,703.54	0.00	0.00	1,280.56	3,553.79	334,375.02	334,984.10
NY-01-1004-0005	HWY EQUIP RESERVE (DA230)	318,589.08	0.00	0.00	1,222.56	3,392.80	319,230.16	319,811.64
NY-01-1004-0006	HWY IMPROV RESERVE (DA232)	340,747.91	0.00	0.00	1,307.60	3,628.81	341,433.58	342,055.51

Town of Canandaigua  
5440 Route 5 & 20 West  
Canandaigua, NY 14424

## NYCLASS - (continued)

		Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NY-01-1004-0007	HWY SNOW RD REPAIR RESERVE (DA235)	209,809.19	0.00	0.00	805.16	2,234.39	210,231.39	210,614.35
NY-01-1004-0008	REPAIR RESERVE FUND (AA232)	209,537.82	0.00	0.00	804.10	2,231.47	209,959.46	210,341.92
NY-01-1004-0009	TECHNOLOGY RESERVE FUND (AA233)	46,976.05	0.00	0.00	180.26	500.26	47,070.57	47,156.31
NY-01-1004-0010	NYS EMP SYST RESERVE (AA235)	189,950.34	0.00	0.00	728.92	2,022.89	190,332.56	190,679.26
NY-01-1004-0011	BONDED INDEBTEDNESS RESERVE (AA237)	220,180.10	0.00	0.00	844.93	2,344.82	220,623.16	221,025.03
NY-01-1004-0012	SOLID WASTE MGMT RESERVE (AA238)	818,590.36	0.00	0.00	3,141.29	8,717.56	820,237.55	821,731.65
<b>TOTAL</b>		<b>4,473,239.61</b>	<b>500,000.00</b>	<b>0.00</b>	<b>19,023.75</b>	<b>49,495.76</b>	<b>4,983,186.29</b>	<b>4,992,263.36</b>

### INVESTMENTS

#### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	503,207.39	0.00	0.00	1,931.03	5,358.95	504,219.97	505,138.42

#### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			503,207.39	
03/31/2023	Income Dividend Reinvestment	1,931.03			
03/31/2023	Ending Balance			505,138.42	

### CONT. TAX RESERVE (AA231)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	484,587.47	500,000.00	0.00	3,717.55	7,018.59	986,508.05	988,305.02

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			484,587.47	
03/01/2023	Contribution	500,000.00			4761127
03/31/2023	Income Dividend Reinvestment	3,717.55			
03/31/2023	Ending Balance			988,305.02	

## OPEN SPACE RESERVE (AA234)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	797,360.36	0.00	0.00	3,059.79	8,491.43	798,964.82	800,420.15

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			797,360.36	
03/31/2023	Income Dividend Reinvestment	3,059.79			
03/31/2023	Ending Balance			800,420.15	

### PARKS FUND (CM100/CR)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	333,703.54	0.00	0.00	1,280.56	3,553.79	334,375.02	334,984.10

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			333,703.54	
03/31/2023	Income Dividend Reinvestment	1,280.56			
03/31/2023	Ending Balance			334,984.10	

### HWY EQUIP RESERVE (DA230)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	318,589.08	0.00	0.00	1,222.56	3,392.80	319,230.16	319,811.64

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			318,589.08	
03/31/2023	Income Dividend Reinvestment	1,222.56			
03/31/2023	Ending Balance			319,811.64	



## HWY IMPROV RESERVE (DA232)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	340,747.91	0.00	0.00	1,307.60	3,628.81	341,433.58	342,055.51

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			340,747.91	
03/31/2023	Income Dividend Reinvestment	1,307.60			
03/31/2023	Ending Balance			342,055.51	

### HWY SNOW RD REPAIR RESERVE (DA235)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	209,809.19	0.00	0.00	805.16	2,234.39	210,231.39	210,614.35

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			209,809.19	
03/31/2023	Income Dividend Reinvestment	805.16			
03/31/2023	Ending Balance			210,614.35	

### REPAIR RESERVE FUND (AA232)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	209,537.82	0.00	0.00	804.10	2,231.47	209,959.46	210,341.92

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			209,537.82	
03/31/2023	Income Dividend Reinvestment	804.10			
03/31/2023	Ending Balance			210,341.92	

### TECHNOLOGY RESERVE FUND (AA233)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	46,976.05	0.00	0.00	180.26	500.26	47,070.57	47,156.31

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			46,976.05	
03/31/2023	Income Dividend Reinvestment	180.26			
03/31/2023	Ending Balance			47,156.31	

### NYS EMP SYST RESERVE (AA235)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	189,950.34	0.00	0.00	728.92	2,022.89	190,332.56	190,679.26

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			189,950.34	
03/31/2023	Income Dividend Reinvestment	728.92			
03/31/2023	Ending Balance			190,679.26	

### BONDED INDEBTEDNESS RESERVE (AA237)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	220,180.10	0.00	0.00	844.93	2,344.82	220,623.16	221,025.03

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			220,180.10	
03/31/2023	Income Dividend Reinvestment	844.93			
03/31/2023	Ending Balance			221,025.03	

### SOLID WASTE MGMT RESERVE (AA238)

### Account Summary

Average Monthly Yield: 4.5093%

	Beginning Balance	Contributions	Withdrawals	Income Earned	Income Earned YTD	Average Daily Balance	Month End Balance
NYCLASS	818,590.36	0.00	0.00	3,141.29	8,717.56	820,237.55	821,731.65

### Transaction Activity

Transaction Date	Transaction Description	Contributions	Withdrawals	Balance	Transaction Number
03/01/2023	Beginning Balance			818,590.36	
03/31/2023	Income Dividend Reinvestment	3,141.29			
03/31/2023	Ending Balance			821,731.65	

## NYCLASS

### NYCLASS

Date	Dividend Rate	Daily Yield
03/01/2023	0.000121089	4.4198%
03/02/2023	0.000121776	4.4435%
03/03/2023	0.000365697	4.4493%
03/04/2023	0.000000000	4.4493%
03/05/2023	0.000000000	4.4493%
03/06/2023	0.000122006	4.4533%
03/07/2023	0.000122098	4.4566%
03/08/2023	0.000122142	4.4582%
03/09/2023	0.000122555	4.4733%
03/10/2023	0.000367839	4.4754%
03/11/2023	0.000000000	4.4754%
03/12/2023	0.000000000	4.4754%
03/13/2023	0.000122025	4.4539%
03/14/2023	0.000122578	4.4741%
03/15/2023	0.000122951	4.4877%
03/16/2023	0.000122986	4.4890%
03/17/2023	0.000368781	4.4868%
03/18/2023	0.000000000	4.4868%
03/19/2023	0.000000000	4.4868%
03/20/2023	0.000123677	4.4923%
03/21/2023	0.000123074	4.4922%
03/22/2023	0.000122827	4.4821%
03/23/2023	0.000125657	4.5852%
03/24/2023	0.000376749	4.5840%
03/25/2023	0.000000000	4.5838%
03/26/2023	0.000000000	4.5838%
03/27/2023	0.000126505	4.6175%
03/28/2023	0.000126414	4.6141%
03/29/2023	0.000126865	4.6306%
03/30/2023	0.000127090	4.6388%
03/31/2023	0.000127135	4.6404%

Performance results are shown net of all fees and expenses and reflect the reinvestment of dividends and other earnings. Many factors affect performance including changes in market conditions and interest rates and in response to other economic, political, or financial developments. Investment involves risk including the possible loss of principal. No assurance can be given that the performance objectives of a given strategy will be achieved. **Past performance is no guarantee of future results. Any financial and/or investment decision may incur losses.**



# *Town of Canandaigua*

5440 Routes 5 & 20 West Canandaigua, NY 14424  
(585) 394-1120 / Fax (585) 394-9476  
[www.townofcanandaigua.org](http://www.townofcanandaigua.org)

## **MEMO**

To: Canandaigua Town Board Date: April 5<sup>th</sup>, 2023  
From: Jessica Mull, Finance Clerk II  
Re: March 2023 Revenue/Expense Control Report

### **BALANCE SHEET**

Bank statements have been reconciled through March 31<sup>st</sup>, 2023.

### **REVENUES**

Receipts recorded for February total \$217,764.63 and include the following:

- NYS POP - \$47,939.05
- Cable Franchise Fees - \$47,812.08
- Town Clerk - \$40,914.55 and \$3,000 for parks
- Justice Fees - \$28,372.60
- Surety - \$19,959.50
- Development Office - \$16,034.50 applied against accounts receivable
- Refunds and/or Reimbursements - \$6,402.63
- Property Taxes - \$6,364.99
- Metal Recycling - \$964.73

### **EXPENDITURES**

We expect the available balance in each fund to be about 75% at the end of March.

- General Fund (AA100) – Expenditures to date are \$1,446,876.52 against a budget of \$5,337,273.41 which leaves 72.89% available.
- Highway Fund (DA100) – Expenditures to date are \$835,302.64 against a budget of \$4,679,140.71 which leaves 82.15% available.
- Water Fund (SW500) – Expenditures to date are \$155,701.16 against a budget of \$2,000,650.50 which leaves 92.22% available.



Town of Canandaigua , NY

## Budget Report-JM

### Account Summary

For Fiscal: 2023 Period Ending: 03/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: AA100 - GENERAL FUND</b>							
<b>Revenue</b>							
<a href="#">AA100.1001.00000</a>	REAL PROPERTY TAXES	575,000.00	575,000.00	0.00	575,000.00	0.00	0.00 %
<a href="#">AA100.1030.00000</a>	SPECIAL ASSESSMENT/PILOT	25,808.00	25,808.00	6,364.99	22,367.96	-3,440.04	13.33 %
<a href="#">AA100.1090.00000</a>	PENALTY ON TAXES	11,000.00	11,000.00	0.00	0.00	-11,000.00	100.00 %
<a href="#">AA100.1120.00000</a>	NON PROPERTY SALES TAX	2,775,000.00	2,775,000.00	0.00	0.00	-2,775,000.00	100.00 %
<a href="#">AA100.1170.00000</a>	CABLE TV FRANCHISE FEES	85,000.00	85,000.00	47,812.08	47,812.08	-37,187.92	43.75 %
<a href="#">AA100.1255.00000</a>	TOWN CLERK FEES	3,000.00	3,000.00	87.56	252.30	-2,747.70	91.59 %
<a href="#">AA100.1603.00000</a>	VITAL STATISTICS FEE	4,070.00	4,070.00	340.00	740.00	-3,330.00	81.82 %
<a href="#">AA100.2001.00000</a>	PARK & RECREATION FEES	140,000.00	140,000.00	12,454.12	19,894.10	-120,105.90	85.79 %
<a href="#">AA100.2001.10000</a>	PARK & REC FEES.FBC	40,000.00	40,000.00	0.00	0.00	-40,000.00	100.00 %
<a href="#">AA100.2110.00000</a>	ZONING FEES	45,000.00	45,000.00	3,591.67	5,841.67	-39,158.33	87.02 %
<a href="#">AA100.2120.00000</a>	SOIL EROSION CONTROL	6,000.00	6,000.00	600.00	750.00	-5,250.00	87.50 %
<a href="#">AA100.2148.00000</a>	RETURNED CHECK FEE	40.00	40.00	0.00	0.00	-40.00	100.00 %
<a href="#">AA100.2192.00000</a>	CEMETERY SERVICES	350.00	350.00	500.00	500.00	150.00	142.86 %
<a href="#">AA100.2302.00000</a>	SERVICES/OTHER GOVERNMENTS	25,000.00	25,000.00	1,000.00	21,000.00	-4,000.00	16.00 %
<a href="#">AA100.2401.00000</a>	INTEREST & EARNINGS	3,500.00	3,500.00	17,929.71	36,749.29	33,249.29	1,049.98 %
<a href="#">AA100.2410.00000</a>	RENTAL OF REAL PROPERTY	16,360.00	16,360.00	900.00	2,700.00	-13,660.00	83.50 %
<a href="#">AA100.2544.00000</a>	DOG LICENSES	30,000.00	30,000.00	2,199.00	4,393.00	-25,607.00	85.36 %
<a href="#">AA100.2590.00000</a>	SITE DEVELOPMENT FEES	75,000.00	75,000.00	9,301.40	13,037.20	-61,962.80	82.62 %
<a href="#">AA100.2591.00000</a>	TRANSFER STATION FEES	25,000.00	25,000.00	741.00	2,684.00	-22,316.00	89.26 %
<a href="#">AA100.2610.00000</a>	FINES & FORFEITED BAIL	105,000.00	105,000.00	11,897.60	37,605.60	-67,394.40	64.19 %
<a href="#">AA100.2651.00000</a>	RECYCLING REVENUE	15,000.00	15,000.00	964.73	1,874.01	-13,125.99	87.51 %
<a href="#">AA100.2665.00000</a>	SALE OF EQUIPMENT	1.00	1.00	0.00	0.00	-1.00	100.00 %
<a href="#">AA100.2680.00000</a>	INSURANCE RECOVERIES	0.00	0.00	0.00	7,856.87	7,856.87	0.00 %
<a href="#">AA100.2701.00000</a>	REFUND PRIOR YEARS EXP	0.00	0.00	0.00	1,517.67	1,517.67	0.00 %
<a href="#">AA100.2705.00000</a>	GIFTS & DONATIONS	1,000.00	1,000.00	0.00	0.00	-1,000.00	100.00 %
<a href="#">AA100.3005.00000</a>	ONTARIO CO MORTGAGE TAX	300,000.00	300,000.00	0.00	0.00	-300,000.00	100.00 %
<a href="#">AA100.3040.00000</a>	NYS AID TAX/ASSESSMENTS	12,000.00	12,000.00	0.00	0.00	-12,000.00	100.00 %
<a href="#">AA100.3092.00000</a>	ST AID.PLANNING STUDIES	15,000.00	15,000.00	0.00	0.00	-15,000.00	100.00 %
<a href="#">AA100.5031.00000</a>	INTERFUND TRANSFERS	38,000.00	38,000.00	0.00	0.00	-38,000.00	100.00 %
<a href="#">AA100.5031.000CM</a>	INTERFUND TRANSFERS.PARK FUND	85,001.00	85,001.00	0.00	0.00	-85,001.00	100.00 %
<a href="#">AA100.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	657,927.00	764,126.00	500,000.00	500,000.00	-264,126.00	34.57 %
<b>Revenue Total:</b>		<b>5,114,057.00</b>	<b>5,220,256.00</b>	<b>616,683.86</b>	<b>1,302,575.75</b>	<b>-3,917,680.25</b>	<b>75.05 %</b>
<b>Expense</b>							
<a href="#">AA100.1010.110.00000</a>	TOWN BOARD.ELECTED	22,128.00	22,128.00	1,702.16	5,106.48	17,021.52	76.92 %
<a href="#">AA100.1010.400.00000</a>	TOWN BOARD.CONTRACTUAL	2,500.00	2,500.00	0.00	152.68	2,347.32	93.89 %
<a href="#">AA100.1110.110.00000</a>	JUSTICES.ELECTED	55,552.00	55,552.00	4,273.20	12,819.60	42,732.40	76.92 %
<a href="#">AA100.1110.120.00000</a>	JUSTICES.COURT CLERK, FT	60,999.00	60,999.00	4,692.00	14,076.00	46,923.00	76.92 %
<a href="#">AA100.1110.130.00000</a>	JUSTICES.COURT CLERK, PT	1,000.00	1,000.00	0.00	82.15	917.85	91.79 %
<a href="#">AA100.1110.140.00000</a>	JUSTICES.COURT CLERK, PT	29,120.00	29,120.00	0.00	0.00	29,120.00	100.00 %
<a href="#">AA100.1110.200.00000</a>	JUSTICES.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.1110.400.00000</a>	JUSTICES.CONTRACTUAL	8,150.00	8,150.00	120.28	680.67	7,469.33	91.65 %
<a href="#">AA100.1110.401.00000</a>	JUSTICES..CONTR.COURTSECURITY	13,000.00	13,000.00	0.00	0.00	13,000.00	100.00 %
<a href="#">AA100.1220.110.00000</a>	SUPERVISOR.ELECTED	21,861.00	21,861.00	1,681.60	5,044.80	16,816.20	76.92 %
<a href="#">AA100.1220.120.00000</a>	SUPERVISOR.DEPUTY SUPERVISOR	2,000.00	2,000.00	153.84	384.60	1,615.40	80.77 %
<a href="#">AA100.1220.142.00000</a>	SUPERVISOR.CONFIDENTIAL SECRETA...	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.1220.400.00000</a>	SUPERVISOR.CONTRACTUAL	2,500.00	2,660.00	1,751.50	1,911.50	748.50	28.14 %
<a href="#">AA100.1230.100.00000</a>	TOWN MANAGER.PERSONAL SERVIC...	136,592.00	136,592.00	10,507.06	31,521.18	105,070.82	76.92 %
<a href="#">AA100.1230.120.00000</a>	TOWN MGR.ADMINISTRATIVE AIDE ...	37,856.00	37,856.00	2,405.00	6,435.00	31,421.00	83.00 %
<a href="#">AA100.1230.144.00000</a>	TOWN MGR. CLERK FINANCE P/T	42,500.00	42,500.00	1,882.65	6,511.85	35,988.15	84.68 %
<a href="#">AA100.1230.145.00000</a>	TOWN MGR.FINANCE CLERK F/T	65,000.00	65,000.00	4,000.00	12,000.00	53,000.00	81.54 %

## Budget Report-JM

For Fiscal: 2023 Period Ending: 03/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">AA100.1230.200.00000</a>	TOWN MANAGER.CAPITAL.EQUIPME...	3,800.00	3,800.00	0.00	0.00	3,800.00	100.00 %
<a href="#">AA100.1230.400.00000</a>	TOWN MANAGER.CONTRACTUAL	9,430.00	9,430.00	218.92	794.18	8,635.82	91.58 %
<a href="#">AA100.1320.400.00000</a>	AUDITOR.CONTRACTUAL	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<a href="#">AA100.1340.400.00000</a>	BUDGET.CONTRACTUAL	3,500.00	3,500.00	0.00	0.00	3,500.00	100.00 %
<a href="#">AA100.1345.400.00000</a>	PURCHASING.CONTRACTUAL	750.00	750.00	0.00	261.67	488.33	65.11 %
<a href="#">AA100.1355.120.00000</a>	ASSESSOR.PERSONAL SERVICES	41,200.00	41,200.00	6,159.84	12,498.28	28,701.72	69.66 %
<a href="#">AA100.1355.132.00000</a>	ASSESSOR.REAL PROPERTY AIDE FT	66,418.00	66,418.00	4,010.82	10,960.23	55,457.77	83.50 %
<a href="#">AA100.1355.150.00000</a>	ASSESSOR.BAR REVIEW SALARY	1,975.00	1,975.00	493.75	493.75	1,481.25	75.00 %
<a href="#">AA100.1355.200.00000</a>	ASSESSOR.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.1355.400.00000</a>	ASSESSOR.CONTRACTUAL	86,150.00	86,150.00	32.30	6,043.09	80,106.91	92.99 %
<a href="#">AA100.1355.420.00000</a>	ASSESSOR.BAR REVIEW CONTRACTU...	700.00	700.00	0.00	0.00	700.00	100.00 %
<a href="#">AA100.1410.110.00000</a>	TOWN CLERK.ELECTED	72,581.00	72,581.00	5,583.14	16,749.42	55,831.58	76.92 %
<a href="#">AA100.1410.131.00000</a>	TOWN CLERK.DEPUTY #1	45,760.00	45,760.00	3,544.75	9,748.75	36,011.25	78.70 %
<a href="#">AA100.1410.141.00000</a>	TOWN CLERK.DEPUTY #2	52,000.00	52,000.00	4,106.25	11,053.13	40,946.87	78.74 %
<a href="#">AA100.1410.142.00000</a>	TOWN CLERK.DEPUTY#3	1.00	45,001.00	1,438.25	1,438.25	43,562.75	96.80 %
<a href="#">AA100.1410.200.00000</a>	TOWN CLERK.CAPITAL.EQUIPMENT	850.00	850.00	0.00	0.00	850.00	100.00 %
<a href="#">AA100.1410.400.00000</a>	TOWN CLERK.CONTRACTUAL	21,600.00	21,600.00	1,767.91	3,967.25	17,632.75	81.63 %
<a href="#">AA100.1420.400.00000</a>	ATTORNEY.CONTRACTUAL	4,750.00	4,750.00	0.00	0.00	4,750.00	100.00 %
<a href="#">AA100.1430.132.00000</a>	PERSONNEL.HR AND PAYROLL COORD..	82,042.00	82,042.00	6,310.92	18,932.76	63,109.24	76.92 %
<a href="#">AA100.1430.142.00000</a>	PERSONNEL.CLERK P/T	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.1430.200.00000</a>	PERSONNEL.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.1430.410.00000</a>	PERSONNEL.CONTRACTUAL	3,920.00	3,920.00	282.85	374.43	3,545.57	90.45 %
<a href="#">AA100.1430.420.00000</a>	PERSONNEL.EAP HUMAN RESOURCE	1,386.00	1,403.04	0.00	0.00	1,403.04	100.00 %
<a href="#">AA100.1440.400.00000</a>	ENGINEERING.CONTRACTUAL	49,501.00	66,612.87	5,854.36	10,955.26	55,657.61	83.55 %
<a href="#">AA100.1440.406.00000</a>	ENGINEERING. SEWERS	12,000.00	12,000.00	0.00	0.00	12,000.00	100.00 %
<a href="#">AA100.1450.400.00000</a>	ELECTIONS.CONTRACTUAL	10,750.00	10,750.00	0.00	0.00	10,750.00	100.00 %
<a href="#">AA100.1460.200.00000</a>	RECORDS MANAGEMENT.CAPITAL.E...	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">AA100.1460.400.00000</a>	RECORDS MANAGEMENT.CONTRACT...	49,525.00	49,525.00	0.00	1,021.49	48,503.51	97.94 %
<a href="#">AA100.1480.100.00000</a>	PUBLICSERVINFO.CONTRACTUAL.PER...	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.1480.400.00000</a>	PUBLICSERVINFO.CONTRACTUAL.CO...	32,250.00	32,250.00	47.00	198.93	32,051.07	99.38 %
<a href="#">AA100.1620.200.00000</a>	BUILDINGS.CAPITAL.EQUIPMENT	85,002.00	89,502.00	2,800.00	6,720.00	82,782.00	92.49 %
<a href="#">AA100.1620.400.00000</a>	BUILDINGS.CONTRACTUAL	4,000.00	4,000.00	0.00	1,548.74	2,451.26	61.28 %
<a href="#">AA100.1620.403.00000</a>	BUILDINGS..TOWNHALL.CONTR.UTILI...	46,900.00	46,900.00	3,450.12	8,370.27	38,529.73	82.15 %
<a href="#">AA100.1620.404.00000</a>	BUILDINGS..HIGHWAYBLDG.CONTR.U...	106,100.00	106,100.00	13,547.94	21,319.07	84,780.93	79.91 %
<a href="#">AA100.1620.405.00000</a>	BUILDINGS..PARKS.CONTR.UTILITY.G...	37,250.00	37,250.00	5,045.75	8,578.03	28,671.97	76.97 %
<a href="#">AA100.1620.410.00000</a>	BUILDINGS.JANITORIAL	33,500.00	33,500.00	1,295.85	3,579.14	29,920.86	89.32 %
<a href="#">AA100.1670.400.00000</a>	PRINTING & MAILING.CONTRACTUAL	14,500.00	14,500.00	5,434.15	11,754.48	2,745.52	18.93 %
<a href="#">AA100.1680.100.00000</a>	CENTRAL DATA PROCESSING.PERSON...	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.1680.200.00000</a>	DATA PROCESSING.CAPITAL.EQUIPM...	66,401.00	70,694.39	7,625.79	8,894.31	61,800.08	87.42 %
<a href="#">AA100.1680.400.00000</a>	DATA PROCESSING.CONTRACTUAL	119,000.00	119,000.00	5,626.99	36,668.05	82,331.95	69.19 %
<a href="#">AA100.1910.400.00000</a>	UNALLOCATED INSURANCE	115,000.00	115,000.00	17,791.73	17,791.73	97,208.27	84.53 %
<a href="#">AA100.1920.400.00000</a>	MUNICIPAL ASSOCIATION DUES	1,500.00	1,500.00	0.00	1,500.00	0.00	0.00 %
<a href="#">AA100.1940.200.00000</a>	PURCHASE OF LAND/RIGHT OF WAY....	0.00	0.00	5,000.00	5,000.00	-5,000.00	0.00 %
<a href="#">AA100.1990.400.00000</a>	CONTINGENCY	125,000.00	124,435.96	0.00	0.00	124,435.96	100.00 %
<a href="#">AA100.3120.400.00000</a>	POLICE.CONTRACTUAL	29,000.00	29,000.00	0.00	0.00	29,000.00	100.00 %
<a href="#">AA100.3189.200.00000</a>	OTHER TRAFFIC SAFETY	15,000.00	50,280.00	0.00	0.00	50,280.00	100.00 %
<a href="#">AA100.3310.200.00000</a>	TRAFFIC.CAPITAL.EQUIPMENT	55,000.00	55,000.00	0.00	9,000.00	46,000.00	83.64 %
<a href="#">AA100.3310.400.00000</a>	TRAFFIC.CONTRACTUAL	125,000.00	125,000.00	0.00	1,100.00	123,900.00	99.12 %
<a href="#">AA100.3510.400.00000</a>	DOG CONTROL CONTRACTUAL	30,000.00	30,000.00	0.00	29,397.00	603.00	2.01 %
<a href="#">AA100.4020.100.00000</a>	REGISTRAR.PERSONAL SERVICES	3,000.00	3,000.00	625.00	625.00	2,375.00	79.17 %
<a href="#">AA100.4020.400.00000</a>	REGISTRAR.CONTRACTUAL	400.00	400.00	67.65	67.65	332.35	83.09 %
<a href="#">AA100.4540.400.00000</a>	AMBULANCE CONTRACTUAL	9,000.00	9,000.00	0.00	9,000.00	0.00	0.00 %
<a href="#">AA100.5010.110.00000</a>	HIGHWAY SUPT.ELECTED	56,135.00	56,135.00	4,318.06	12,954.18	43,180.82	76.92 %
<a href="#">AA100.5010.120.00000</a>	HIGHWAY.DEPUTY	5,150.00	5,150.00	396.14	1,188.42	3,961.58	76.92 %
<a href="#">AA100.5010.130.00000</a>	HIGHWAY.P/T CLERK	12,000.00	12,000.00	202.50	657.00	11,343.00	94.53 %
<a href="#">AA100.5010.131.00000</a>	HIGHWAY.SENIOR CLERK	20,800.00	20,800.00	1,941.50	5,361.63	15,438.37	74.22 %
<a href="#">AA100.5182.400.00000</a>	STREET LIGHTING.CONTRACTUAL	26,000.00	26,000.00	2,738.41	5,915.02	20,084.98	77.25 %
<a href="#">AA100.6410.410.00000</a>	PUBLICITY.CONTRACTUAL	1,500.00	1,500.00	0.00	0.00	1,500.00	100.00 %

## Budget Report-JM

For Fiscal: 2023 Period Ending: 03/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">AA100.6410.420.00000</a>	PUBLICITY.PARK	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.6989.400.00000</a>	ECONOMIC DEVELOPMENT.CONTRA...	25,000.00	25,000.00	0.00	25,000.00	0.00	0.00 %
<a href="#">AA100.7020.100.00000</a>	RECREATION DIRECTOR	1.00	1.00	0.00	0.00	1.00	100.00 %
<a href="#">AA100.7020.141.00000</a>	RECREATION.SR LIFEGUARD	17,920.00	17,920.00	0.00	0.00	17,920.00	100.00 %
<a href="#">AA100.7020.400.00000</a>	RECREATION.CONTRACTUAL	4,800.00	4,800.00	0.00	0.00	4,800.00	100.00 %
<a href="#">AA100.7110.121.00000</a>	PARKS.MAINTENANCE ASSISTANT	50,000.00	50,000.00	4,441.39	11,451.06	38,548.94	77.10 %
<a href="#">AA100.7110.130.00000</a>	PARK.LABORER F/T	81,120.00	81,120.00	6,240.00	17,209.50	63,910.50	78.79 %
<a href="#">AA100.7110.131.00000</a>	SEASONAL.ONANDA PERSONAL SERV...	59,700.00	59,700.00	2,732.22	7,079.42	52,620.58	88.14 %
<a href="#">AA100.7110.142.00000</a>	REC.ATTENDANTS GATEHOUSE	15,950.00	15,950.00	0.00	0.00	15,950.00	100.00 %
<a href="#">AA100.7110.143.00000</a>	PARK.LABORERS P/T SEASONAL	43,201.00	43,201.00	0.00	0.00	43,201.00	100.00 %
<a href="#">AA100.7110.200.00000</a>	PARKS.NORMAL.CAP.MAINTENANCE....	410,604.00	518,279.00	18,880.00	19,920.00	498,359.00	96.16 %
<a href="#">AA100.7110.201.00000</a>	PARKS.PRKFUND.NEWREC.EXP.PARKS...	85,001.00	85,001.00	0.00	0.00	85,001.00	100.00 %
<a href="#">AA100.7110.400.00000</a>	PARK.CONTRACTUAL	51,441.00	51,441.00	3,351.97	8,858.07	42,582.93	82.78 %
<a href="#">AA100.7110.402.00000</a>	PARKS.LANDSCAPING	9,550.00	9,550.00	0.00	864.96	8,685.04	90.94 %
<a href="#">AA100.7110.404.00000</a>	PARKS AUBURN TRAIL	25,000.00	32,632.15	82.50	245.70	32,386.45	99.25 %
<a href="#">AA100.7140.141.00000</a>	PLAYGROUND/RECREATION.LIFEGUA...	50,303.00	50,303.00	0.00	0.00	50,303.00	100.00 %
<a href="#">AA100.7140.142.00000</a>	PLAYGROUND/RECREATION.SPECIALI...	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">AA100.7140.200.00000</a>	PLAYGROUND/RECREATION.CAPITAL....	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">AA100.7140.400.00000</a>	PLAYGROUND/RECREATION.CONTRA...	32,850.00	32,850.00	18,000.00	18,000.00	14,850.00	45.21 %
<a href="#">AA100.7140.405.00000</a>	RECREATION.EVENTS.MOVIE NIGHT	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">AA100.7450.410.00000</a>	MUSEUM.CONTRACTUAL	10,000.00	10,000.00	0.00	10,000.00	0.00	0.00 %
<a href="#">AA100.7510.120.00000</a>	HISTORIAN.PERSONAL SERVICES	3,678.00	3,678.00	919.50	919.50	2,758.50	75.00 %
<a href="#">AA100.7510.400.00000</a>	HISTORIAN.CONTRACTUAL	1,250.00	1,250.00	0.00	50.00	1,200.00	96.00 %
<a href="#">AA100.7550.400.00000</a>	CELEBRATIONS.CONTRACTUAL	5,500.00	5,500.00	0.00	0.00	5,500.00	100.00 %
<a href="#">AA100.7620.400.00000</a>	ADULT RECREATION.CONTRACTUAL	3,000.00	3,000.00	38.34	400.80	2,599.20	86.64 %
<a href="#">AA100.8010.120.00000</a>	PLANNER.PERSONAL SVCS	66,800.00	66,800.00	5,269.22	15,034.59	51,765.41	77.49 %
<a href="#">AA100.8010.124.00000</a>	ZONING.OFFICER F/T	45,000.00	45,000.00	3,846.16	11,538.48	33,461.52	74.36 %
<a href="#">AA100.8010.141.00000</a>	ZONING.INSPECTOR P/T	10,000.00	10,000.00	554.74	1,658.74	8,341.26	83.41 %
<a href="#">AA100.8010.144.00000</a>	ZONING..CLERK P/T	27,664.00	27,664.00	1,339.50	4,488.75	23,175.25	83.77 %
<a href="#">AA100.8010.200.00000</a>	ZONE.PLANNER.CAPITAL.EQUIPMENT	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">AA100.8010.400.00000</a>	ZONING INSPECTOR.CONTRACTUAL	2,440.00	2,440.00	64.60	846.04	1,593.96	65.33 %
<a href="#">AA100.8010.420.00000</a>	ZONING.PLANNER.CONTRACTUAL	6,020.00	6,020.00	1,969.60	2,644.51	3,375.49	56.07 %
<a href="#">AA100.8020.120.00000</a>	PLANNING BOARD.PERSONAL SERVIC...	14,735.00	16,299.00	3,683.75	3,683.75	12,615.25	77.40 %
<a href="#">AA100.8020.140.00000</a>	PB STENOGRAPHER P/T.PERSONAL S...	6,352.00	6,352.00	107.25	552.76	5,799.24	91.30 %
<a href="#">AA100.8020.150.00000</a>	ECB.PERSONAL SERVICES	4,326.00	4,326.00	927.00	927.00	3,399.00	78.57 %
<a href="#">AA100.8020.160.00000</a>	PLANNING.SECRETARY STENOGRAPH...	7,400.00	7,400.00	1,460.26	3,584.65	3,815.35	51.56 %
<a href="#">AA100.8020.400.00000</a>	PLANNING BOARD.CONTRACTUAL	23,000.00	23,000.00	115.00	852.61	22,147.39	96.29 %
<a href="#">AA100.8020.405.00000</a>	PLANNING.CIC CONTRACTUAL	6,501.00	6,501.00	0.00	0.00	6,501.00	100.00 %
<a href="#">AA100.8020.410.00000</a>	PLANNING.ENGINEERING.CONTRACT...	2,000.00	2,000.00	230.00	395.00	1,605.00	80.25 %
<a href="#">AA100.8020.422.00000</a>	PLANNING.OPEN SPACE & CONSERVA...	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">AA100.8020.424.00000</a>	PLANNING.UPTOWN	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">AA100.8020.428.00000</a>	PLANNING.HISTORICAL PROJECT TE...	750.00	750.00	0.00	0.00	750.00	100.00 %
<a href="#">AA100.8020.430.00000</a>	PLANNING..MIDDLECHESHIRERD	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<a href="#">AA100.8020.431.00000</a>	PLANNING.AFFORDABLEHOUSING	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">AA100.8020.450.00000</a>	PLANNING.ECB.CONTRACTUAL	1,800.00	1,800.00	0.00	0.00	1,800.00	100.00 %
<a href="#">AA100.8040.120.00000</a>	ZONING BOARD OF APPEALS.PERSON...	5,865.00	5,865.00	1,466.25	1,466.25	4,398.75	75.00 %
<a href="#">AA100.8040.140.00000</a>	ZONING BOARD OF APPEALS SECRE...	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">AA100.8040.400.00000</a>	ZONING BOARD OF APPEALS CONTR...	4,000.00	4,000.00	0.00	81.30	3,918.70	97.97 %
<a href="#">AA100.8140.200.00000</a>	STORMSEWERS.CAPITAL.EQUIPMENT	500.00	500.00	0.00	0.00	500.00	100.00 %
<a href="#">AA100.8140.400.00000</a>	STORMSEWERS.CONTRACTUAL	600.00	600.00	0.00	0.00	600.00	100.00 %
<a href="#">AA100.8160.130.00000</a>	WASTE & RECYCLING MEO.PERSONAL...	60,113.00	60,113.00	5,393.46	14,070.69	46,042.31	76.59 %
<a href="#">AA100.8160.140.00000</a>	WASTE & RECYCLING LABORS PT.PER...	39,140.00	39,140.00	3,265.64	8,852.43	30,287.57	77.38 %
<a href="#">AA100.8160.200.00000</a>	WASTE & RECYCLING EQUIPMENT	27,001.00	27,001.00	0.00	0.00	27,001.00	100.00 %
<a href="#">AA100.8160.400.00000</a>	WASTE & RECYCLING CONTRACTUAL	115,500.00	115,500.00	3,486.94	11,416.86	104,083.14	90.12 %
<a href="#">AA100.8664.121.00000</a>	CODE ENFORCEMENT	75,000.00	75,000.00	5,769.22	17,307.66	57,692.34	76.92 %
<a href="#">AA100.8664.122.00000</a>	CODE ENFORCEMENT	18,557.00	18,557.00	362.38	2,876.71	15,680.29	84.50 %
<a href="#">AA100.8664.124.00000</a>	CODE ENFORCEMENT	68,000.00	68,000.00	5,230.76	15,692.28	52,307.72	76.92 %
<a href="#">AA100.8664.126.00000</a>	CODE ENFORCEMENT	1.00	1.00	0.00	0.00	1.00	100.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">AA100.8664.200.00000</a>	CODE ENFORCEMENT.CAPITAL.EQUI...	31,001.00	31,001.00	0.00	0.00	31,001.00	100.00 %
<a href="#">AA100.8664.400.00000</a>	CODE ENFORCEMENT.CONTRACTUAL	5,360.00	5,360.00	495.70	1,629.80	3,730.20	69.59 %
<a href="#">AA100.8710.400.00000</a>	CONSERVATION.PROGRAM.CONTRA...	21,550.00	21,550.00	0.00	0.00	21,550.00	100.00 %
<a href="#">AA100.8710.401.00000</a>	CONSERVATION.AG COMMITTEE.CO...	5,500.00	5,500.00	0.00	0.00	5,500.00	100.00 %
<a href="#">AA100.8730.450.00000</a>	FORESTRY TREE ADVISORY BOARD	15,500.00	15,500.00	0.00	0.00	15,500.00	100.00 %
<a href="#">AA100.8810.400.00000</a>	CEMETERIES CONTRACTUAL	13,250.00	13,250.00	0.00	5,000.00	8,250.00	62.26 %
<a href="#">AA100.8989.400.00000</a>	CDGA LAKE MANAGEMENT PLAN	29,500.00	30,047.00	0.00	30,047.00	0.00	0.00 %
<a href="#">AA100.9010.800.00000</a>	NYS RETIREMENT	160,000.00	160,000.00	0.00	0.00	160,000.00	100.00 %
<a href="#">AA100.9030.800.00000</a>	SOCIAL SECURITY/MEDICARE	121,000.00	121,000.00	9,488.85	26,371.76	94,628.24	78.21 %
<a href="#">AA100.9040.800.00000</a>	WORKERS COMPENSATION	112,302.00	112,302.00	0.00	112,301.11	0.89	0.00 %
<a href="#">AA100.9050.800.00000</a>	UNEMPLOYMENT INSURANCE	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">AA100.9055.800.00000</a>	DISABILITY INSURANCE	700.00	700.00	0.00	0.00	700.00	100.00 %
<a href="#">AA100.9060.810.00000</a>	MEDICAL INSURANCE	171,100.00	171,100.00	13,465.52	53,659.19	117,440.81	68.64 %
<a href="#">AA100.9060.811.00000</a>	DENTAL INSURANCE	12,500.00	12,500.00	1,012.65	4,159.07	8,340.93	66.73 %
<a href="#">AA100.9060.820.00000</a>	HOSPITAL/MEDICAL BUY-OUT	7,000.00	7,000.00	615.36	1,846.08	5,153.92	73.63 %
<a href="#">AA100.9060.830.00000</a>	HSA ACCOUNT	44,400.00	44,400.00	194.01	22,178.27	22,221.73	50.05 %
<a href="#">AA100.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL	215,000.00	215,000.00	0.00	0.00	215,000.00	100.00 %
<a href="#">AA100.9710.700.00000</a>	SERIAL BONDS.INTEREST	70,713.00	70,713.00	0.00	0.00	70,713.00	100.00 %
<a href="#">AA100.9785.600.00000</a>	LEASE INSTALLMENT.PRINCIPAL	39,151.00	39,151.00	0.00	39,150.32	0.68	0.00 %
<a href="#">AA100.9785.700.00000</a>	LEASE INSTALLMENT.INTEREST	3,357.00	3,357.00	0.00	3,356.75	0.25	0.01 %
<a href="#">AA100.9901.900.0000R</a>	TRANSFER TO RESERVE	0.00	0.00	500,000.00	500,000.00	-500,000.00	0.00 %
<a href="#">AA100.9950.900.00000</a>	INTERFUND TRANSFER.CAPITAL PROJ...	22,500.00	22,500.00	0.00	0.00	22,500.00	100.00 %
	<b>Expense Total:</b>	<b>5,114,057.00</b>	<b>5,337,273.41</b>	<b>775,427.67</b>	<b>1,446,876.52</b>	<b>3,890,396.89</b>	<b>72.89 %</b>
	<b>Fund: AA100 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>-117,017.41</b>	<b>-158,743.81</b>	<b>-144,300.77</b>	<b>-27,283.36</b>	<b>-23.32 %</b>
<b>Fund: AA231 - CONTINGENT/TAX RESERVE</b>							
	<b>Revenue</b>						
<a href="#">AA231.2401.00000</a>	INTEREST & EARNINGS.CONT TAX RE...	0.00	0.00	3,717.55	7,018.59	7,018.59	0.00 %
<a href="#">AA231.5031.00000</a>	INTERFUND TRANSFER	0.00	0.00	500,000.00	500,000.00	500,000.00	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>503,717.55</b>	<b>507,018.59</b>	<b>507,018.59</b>	<b>0.00 %</b>
	<b>Fund: AA231 - CONTINGENT/TAX RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>503,717.55</b>	<b>507,018.59</b>	<b>507,018.59</b>	<b>0.00 %</b>
<b>Fund: AA232 - CAMPUS REPAIR RESERVE</b>							
	<b>Revenue</b>						
<a href="#">AA232.2401.00000</a>	INTEREST & EARNING.BUILDING REPA...	0.00	0.00	804.10	2,231.47	2,231.47	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>804.10</b>	<b>2,231.47</b>	<b>2,231.47</b>	<b>0.00 %</b>
	<b>Fund: AA232 - CAMPUS REPAIR RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>804.10</b>	<b>2,231.47</b>	<b>2,231.47</b>	<b>0.00 %</b>
<b>Fund: AA233 - TECHNOLOGY RESERVE</b>							
	<b>Revenue</b>						
<a href="#">AA233.2401.00000</a>	INTEREST & EARNING.TECHNOLOGY ...	0.00	0.00	180.26	500.26	500.26	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>180.26</b>	<b>500.26</b>	<b>500.26</b>	<b>0.00 %</b>
	<b>Fund: AA233 - TECHNOLOGY RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>180.26</b>	<b>500.26</b>	<b>500.26</b>	<b>0.00 %</b>
<b>Fund: AA234 - OPEN SPACE RESERVE</b>							
	<b>Revenue</b>						
<a href="#">AA234.2401.00000</a>	INTEREST & EARNING.OPEN SPACE R...	0.00	0.00	5,804.11	14,720.69	14,720.69	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>5,804.11</b>	<b>14,720.69</b>	<b>14,720.69</b>	<b>0.00 %</b>
	<b>Fund: AA234 - OPEN SPACE RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>5,804.11</b>	<b>14,720.69</b>	<b>14,720.69</b>	<b>0.00 %</b>
<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE</b>							
	<b>Revenue</b>						
<a href="#">AA235.2401.00000</a>	INTEREST & EARNING.NYS RETIREME...	0.00	0.00	728.92	2,022.89	2,022.89	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>728.92</b>	<b>2,022.89</b>	<b>2,022.89</b>	<b>0.00 %</b>
	<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>728.92</b>	<b>2,022.89</b>	<b>2,022.89</b>	<b>0.00 %</b>

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA237.2401.00000</a>	INTEREST & EARNINGS.BONDED IND...	0.00	0.00	844.93	2,344.82	2,344.82	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>844.93</b>	<b>2,344.82</b>	<b>2,344.82</b>	<b>0.00 %</b>
<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>844.93</b>	<b>2,344.82</b>	<b>2,344.82</b>	<b>0.00 %</b>
<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE</b>							
<b>Revenue</b>							
<a href="#">AA238.2401.00000</a>	INTEREST & EARNINGS.SOLID WASTE...	0.00	0.00	3,141.29	8,717.56	8,717.56	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>3,141.29</b>	<b>8,717.56</b>	<b>8,717.56</b>	<b>0.00 %</b>
<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>3,141.29</b>	<b>8,717.56</b>	<b>8,717.56</b>	<b>0.00 %</b>
<b>Fund: CM100 - NEW RECREATION REVENUE FUND</b>							
<b>Revenue</b>							
<a href="#">CM100.2001.00000</a>	PARK & RECREATION FEES	0.00	0.00	3,000.00	3,000.00	3,000.00	0.00 %
<a href="#">CM100.2401.00000</a>	INTEREST & EARNINGS	0.00	0.00	1,325.77	3,681.40	3,681.40	0.00 %
<a href="#">CM100.2770.00000</a>	MISCELLANEOUS INCOME	0.00	0.00	3,343.44	3,343.44	3,343.44	0.00 %
	<b>Revenue Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>7,669.21</b>	<b>10,024.84</b>	<b>10,024.84</b>	<b>0.00 %</b>
<b>Fund: CM100 - NEW RECREATION REVENUE FUND Total:</b>		<b>0.00</b>	<b>0.00</b>	<b>7,669.21</b>	<b>10,024.84</b>	<b>10,024.84</b>	<b>0.00 %</b>
<b>Fund: DA100 - HIGHWAY</b>							
<b>Revenue</b>							
<a href="#">DA100.1001.00000</a>	REAL PROPERTY TAXES	925,000.00	925,000.00	0.00	925,000.00	0.00	0.00 %
<a href="#">DA100.1120.00000</a>	NON PROPERTY SALES TAX	2,450,000.00	2,450,000.00	0.00	0.00	-2,450,000.00	100.00 %
<a href="#">DA100.2302.00000</a>	SERVICES/OTHER GOVERNMENTS	143,970.00	143,970.00	3,885.00	87,423.00	-56,547.00	39.28 %
<a href="#">DA100.2303.00000</a>	SALE OF FUEL	3,500.00	3,500.00	658.07	1,367.12	-2,132.88	60.94 %
<a href="#">DA100.2401.00000</a>	INTEREST & EARNINGS	1,500.00	1,500.00	4,971.51	9,158.91	7,658.91	610.59 %
<a href="#">DA100.2410.00000</a>	RENTAL OF LABOR/INDIVIDUALS	2,500.00	2,500.00	459.56	4,998.28	2,498.28	199.93 %
<a href="#">DA100.2414.00000</a>	RENTAL OF EQUIPMENT	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
<a href="#">DA100.2665.00000</a>	SALE OF EQUIPMENT	10,000.00	10,000.00	0.00	0.00	-10,000.00	100.00 %
<a href="#">DA100.3501.00000</a>	NYS STATE AID CHIPS	451,628.00	451,628.00	47,939.05	47,939.05	-403,688.95	89.39 %
<a href="#">DA100.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	367,547.00	613,547.00	0.00	0.00	-613,547.00	100.00 %
	<b>Revenue Total:</b>	<b>4,360,645.00</b>	<b>4,606,645.00</b>	<b>57,913.19</b>	<b>1,075,886.36</b>	<b>-3,530,758.64</b>	<b>76.64 %</b>
<b>Expense</b>							
<a href="#">DA100.1420.400.00000</a>	HWY.ATTORNEY.CONTRACTUAL	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">DA100.1440.400.00000</a>	HWY.ENGINEERING.CONTRACTUAL	40,000.00	40,000.00	630.00	630.00	39,370.00	98.43 %
<a href="#">DA100.5010.400.00000</a>	HWY.ADMIN.CONTRACTUAL	6,741.00	6,741.00	489.22	1,412.06	5,328.94	79.05 %
<a href="#">DA100.5110.130.00000</a>	GENERAL REPAIRS.WAGES F/T	635,325.00	635,325.00	0.00	0.00	635,325.00	100.00 %
<a href="#">DA100.5110.131.00000</a>	GENERAL REPAIRS.VACATIONBUYBACK	10,000.00	10,000.00	0.00	0.00	10,000.00	100.00 %
<a href="#">DA100.5110.400.00000</a>	GENERAL REPAIRS.CONTRACTUAL	1,200,005.00	1,262,533.45	116,049.15	141,777.97	1,120,755.48	88.77 %
<a href="#">DA100.5112.200.00000</a>	HWY.PERMANENT IMPROVEMENTS -...	451,628.00	451,628.00	0.00	0.00	451,628.00	100.00 %
<a href="#">DA100.5130.200.00000</a>	MACHINERY.CAPITAL.EQUIPMENT	200,002.00	446,002.00	3,056.96	3,056.96	442,945.04	99.31 %
<a href="#">DA100.5130.400.00000</a>	MACHINERY.CONTRACTUAL..	225,000.00	205,457.91	22,437.15	38,144.69	167,313.22	81.43 %
<a href="#">DA100.5130.400.00114</a>	MACHINERY.CONTRACTUAL.CAR#114	0.00	21.00	0.00	21.00	0.00	0.00 %
<a href="#">DA100.5130.400.00201</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	125.67	0.00	125.67	0.00	0.00 %
<a href="#">DA100.5130.400.00203</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	1,901.25	1,488.93	1,901.25	0.00	0.00 %
<a href="#">DA100.5130.400.00204</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	10,849.37	0.00	10,849.37	0.00	0.00 %
<a href="#">DA100.5130.400.00205</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	6,498.50	0.73	6,498.50	0.00	0.00 %
<a href="#">DA100.5130.400.00207</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	259.10	0.00	259.10	0.00	0.00 %
<a href="#">DA100.5130.400.00208</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	2,959.95	0.00	2,959.95	0.00	0.00 %
<a href="#">DA100.5130.400.00215</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	153.63	0.00	153.63	0.00	0.00 %
<a href="#">DA100.5130.400.00236</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	1,505.88	1,505.88	1,505.88	0.00	0.00 %
<a href="#">DA100.5130.400.00237</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	1,503.01	0.00	1,503.01	0.00	0.00 %
<a href="#">DA100.5130.400.00238</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	530.43	188.99	530.43	0.00	0.00 %
<a href="#">DA100.5130.400.00240</a>	MACHINERY.CONTRACTUAL TRUCK #...	0.00	589.36	68.56	328.96	260.40	44.18 %
<a href="#">DA100.5130.400.00241</a>	MACHINERY.CONTRACTUAL.TRUCK #...	0.00	15.99	0.00	15.99	0.00	0.00 %
<a href="#">DA100.5130.400.00249</a>	MACHINERY.CONTRACTUAL.VAC TRU...	0.00	541.40	247.26	541.40	0.00	0.00 %
<a href="#">DA100.5130.400.00365</a>	MACHINERY.CONTRACTUAL.EXCAVA...	0.00	394.35	0.00	394.35	0.00	0.00 %
<a href="#">DA100.5130.400.00501</a>	MACHINERY.CONTRACTUAL.PKTRUCK...	0.00	209.92	0.00	182.92	27.00	12.86 %



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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">DA100.5130.400.00502</a>	MACHINERY.CONTRACTUAL.PARKS T...	0.00	353.00	0.00	353.00	0.00	0.00 %
<a href="#">DA100.5130.400.00508</a>	MACHINERY.CONTRACTUAL.PKTRUCK...	0.00	27.75	0.00	27.75	0.00	0.00 %
<a href="#">DA100.5130.400.00999</a>	MACHINERY.CONTRACTUAL.CESHIR...	0.00	1,069.79	0.00	1,069.79	0.00	0.00 %
<a href="#">DA100.5130.410.00000</a>	MACHINERY.FUEL METERING	210,000.00	210,000.00	12,498.79	42,542.37	167,457.63	79.74 %
<a href="#">DA100.5142.130.00000</a>	SNOW REMOVAL.WAGES F/T	468,394.00	468,394.00	96,707.67	242,947.26	225,446.74	48.13 %
<a href="#">DA100.5142.400.00000</a>	SNOW REMOVAL.CONTRACTUAL	470,000.00	470,000.00	67,547.38	210,570.71	259,429.29	55.20 %
<a href="#">DA100.9010.800.00000</a>	NYS RETIREMENT	130,100.00	130,100.00	0.00	0.00	130,100.00	100.00 %
<a href="#">DA100.9030.800.00000</a>	SOCIAL SECURITY/MEDICARE	77,250.00	77,250.00	7,177.10	19,367.21	57,882.79	74.93 %
<a href="#">DA100.9040.800.00000</a>	WORKERS COMPENSATION	33,500.00	33,500.00	0.00	33,493.31	6.69	0.02 %
<a href="#">DA100.9050.800.00000</a>	UNEMPLOYMENT INSURANCE	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">DA100.9055.800.00000</a>	DISABILITY INSURANCE	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">DA100.9060.810.00000</a>	MEDICAL INSURANCE	133,100.00	133,100.00	10,906.16	44,260.28	88,839.72	66.75 %
<a href="#">DA100.9060.811.00000</a>	DENTAL INSURANCE	14,400.00	14,400.00	1,131.42	4,525.68	9,874.32	68.57 %
<a href="#">DA100.9060.820.00000</a>	HOSPITAL/MEDICAL BUY-OUT	6,000.00	6,000.00	461.52	1,307.64	4,692.36	78.21 %
<a href="#">DA100.9060.830.00000</a>	HSA ACCOUNT	43,700.00	43,700.00	24.75	22,044.55	21,655.45	49.55 %
Expense Total:		4,360,645.00	4,679,140.71	342,617.62	835,302.64	3,843,838.07	82.15 %
Fund: DA100 - HIGHWAY Surplus (Deficit):		0.00	-72,495.71	-284,704.43	240,583.72	313,079.43	431.86 %
Fund: DA230 - HWY EQUIPMENT RESERVE							
Revenue							
<a href="#">DA230.2401.00000</a>	INTEREST & EARNING.EQUIPMENT RE...	0.00	0.00	1,222.56	3,392.80	3,392.80	0.00 %
Revenue Total:		0.00	0.00	1,222.56	3,392.80	3,392.80	0.00 %
Fund: DA230 - HWY EQUIPMENT RESERVE Total:		0.00	0.00	1,222.56	3,392.80	3,392.80	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE							
Revenue							
<a href="#">DA232.2401.00000</a>	INTEREST & EARNING.HWY IMPROV...	0.00	0.00	1,307.60	3,628.81	3,628.81	0.00 %
Revenue Total:		0.00	0.00	1,307.60	3,628.81	3,628.81	0.00 %
Fund: DA232 - HWY IMPROVEMENT RESERVE Total:		0.00	0.00	1,307.60	3,628.81	3,628.81	0.00 %
Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE							
Revenue							
<a href="#">DA235.2401.00000</a>	INTEREST & EARNING.SNOW&ICE RE...	0.00	0.00	805.16	2,234.39	2,234.39	0.00 %
Revenue Total:		0.00	0.00	805.16	2,234.39	2,234.39	0.00 %
Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE Total:		0.00	0.00	805.16	2,234.39	2,234.39	0.00 %
Fund: HH100 - CAPITAL PROJECTS							
Revenue							
<a href="#">HH100.2401.00018</a>	INTEREST & EARNINGS.SUCKERBROOK	0.00	0.00	80.59	273.25	273.25	0.00 %
<a href="#">HH100.2401.00031</a>	INTEREST & EARNINGS.HISTORICAL S...	0.00	0.00	4.82	16.34	16.34	0.00 %
<a href="#">HH100.2401.00032</a>	INTEREST & EARNINGS.LGRMIF	0.00	0.00	4.09	13.87	13.87	0.00 %
<a href="#">HH100.2401.00033</a>	INTEREST & EARNINGS.ARP FUNDS	0.00	0.00	3,214.24	3,600.75	3,600.75	0.00 %
<a href="#">HH100.2401.00034</a>	INTEREST & EARNINGS.GATEWAY SI...	0.00	0.00	2.92	9.91	9.91	0.00 %
<a href="#">HH100.2401.00035</a>	INTEREST & EARNINGS.UPTOWN INF...	0.00	0.00	36.48	123.70	123.70	0.00 %
<a href="#">HH100.2401.00036</a>	INTEREST & EARNINGS.OUTHUSE W...	0.00	0.00	3.61	36.42	36.42	0.00 %
<a href="#">HH100.2401.00037</a>	INTEREST & EARNINGS.FIRE STATION ...	0.00	0.00	27.47	93.14	93.14	0.00 %
<a href="#">HH100.2401.00039</a>	INTEREST & EARNINGS.HWY ROADW...	0.00	0.00	37.68	127.77	127.77	0.00 %
Revenue Total:		0.00	0.00	3,411.90	4,295.15	4,295.15	0.00 %
Expense							
<a href="#">HH100.1440.200.00033</a>	ENGINEERING.ARP FUNDS	0.00	0.00	9,850.00	9,850.00	-9,850.00	0.00 %
<a href="#">HH100.1440.200.00039</a>	ENGINEERING.CAPITAL.HWY ROADW...	0.00	0.00	18,440.00	18,440.00	-18,440.00	0.00 %
<a href="#">HH100.1440.202.00036</a>	ENGINEERING.OUTHUSE WEST.PHA...	0.00	0.00	4,235.00	4,235.00	-4,235.00	0.00 %
<a href="#">HH100.1440.205.00033</a>	ENGINEERING.CAPITAL.ARP.ONANDA	0.00	0.00	9,029.37	9,029.37	-9,029.37	0.00 %
<a href="#">HH100.1440.210.00033</a>	ENGINEERING.CAPITAL.ARP.SENEC ...	0.00	0.00	0.00	17,750.00	-17,750.00	0.00 %
Expense Total:		0.00	0.00	41,554.37	59,304.37	-59,304.37	0.00 %
Fund: HH100 - CAPITAL PROJECTS Surplus (Deficit):		0.00	0.00	-38,142.47	-55,009.22	-55,009.22	0.00 %
Fund: SD600 - RT 332 DRAINAGE DISTRICT							
Revenue							
<a href="#">SD600.1030.00000</a>	SPECIAL ASSESSMENT.RT 332 DRAIN...	9,984.00	9,984.00	0.00	9,984.00	0.00	0.00 %

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		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">SD600.2401.00000</a>	INTEREST & EARNINGS.RT 332 DRAIN...	90.00	90.00	41.69	145.69	55.69	161.88 %
<a href="#">SD600.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	5,000.00	5,000.00	0.00	0.00	-5,000.00	100.00 %
	<b>Revenue Total:</b>	<b>15,074.00</b>	<b>15,074.00</b>	<b>41.69</b>	<b>10,129.69</b>	<b>-4,944.31</b>	<b>32.80 %</b>
<b>Expense</b>							
<a href="#">SD600.8520.400.00000</a>	MAINTENANCE..RT 332 DRAINAGE DI...	15,074.00	15,074.00	4,953.90	4,953.90	10,120.10	67.14 %
	<b>Expense Total:</b>	<b>15,074.00</b>	<b>15,074.00</b>	<b>4,953.90</b>	<b>4,953.90</b>	<b>10,120.10</b>	<b>67.14 %</b>
	<b>Fund: SD600 - RT 332 DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-4,912.21</b>	<b>5,175.79</b>	<b>5,175.79</b>	<b>0.00 %</b>
<b>Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD605.1030.00000</a>	SPECIAL ASSESSMENT.LAKEWOOD M...	1,932.00	1,932.00	0.00	1,932.00	0.00	0.00 %
<a href="#">SD605.2401.00000</a>	INTEREST & EARNINGS.LAKEWOOD ...	18.00	18.00	8.58	29.11	11.11	161.72 %
	<b>Revenue Total:</b>	<b>1,950.00</b>	<b>1,950.00</b>	<b>8.58</b>	<b>1,961.11</b>	<b>11.11</b>	<b>0.57 %</b>
<b>Expense</b>							
<a href="#">SD605.8520.400.00000</a>	MAINTENANCE..LAKEWOOD MEAD...	1,950.00	1,950.00	0.00	0.00	1,950.00	100.00 %
	<b>Expense Total:</b>	<b>1,950.00</b>	<b>1,950.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1,950.00</b>	<b>100.00 %</b>
	<b>Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT Surplus (De...</b>	<b>0.00</b>	<b>0.00</b>	<b>8.58</b>	<b>1,961.11</b>	<b>1,961.11</b>	<b>0.00 %</b>
<b>Fund: SD610 - ASHTON DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD610.2401.00000</a>	INTEREST & EARNINGS.ASHTON DRAI...	8.00	8.00	5.36	18.18	10.18	227.25 %
	<b>Revenue Total:</b>	<b>8.00</b>	<b>8.00</b>	<b>5.36</b>	<b>18.18</b>	<b>10.18</b>	<b>127.25 %</b>
<b>Expense</b>							
<a href="#">SD610.8520.400.00000</a>	MAINTENANCE..ASHTON DRAINAGE ...	8.00	8.00	0.00	0.00	8.00	100.00 %
	<b>Expense Total:</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>100.00 %</b>
	<b>Fund: SD610 - ASHTON DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>5.36</b>	<b>18.18</b>	<b>18.18</b>	<b>0.00 %</b>
<b>Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD615.2401.00000</a>	INTEREST & EARNINGS.FOX RIDGE D...	22.00	22.00	12.61	42.77	20.77	194.41 %
	<b>Revenue Total:</b>	<b>22.00</b>	<b>22.00</b>	<b>12.61</b>	<b>42.77</b>	<b>20.77</b>	<b>94.41 %</b>
<b>Expense</b>							
<a href="#">SD615.8520.400.00000</a>	MAINTENANCE..FOX RIDGE DRAINAG...	22.00	22.00	0.00	0.00	22.00	100.00 %
	<b>Expense Total:</b>	<b>22.00</b>	<b>22.00</b>	<b>0.00</b>	<b>0.00</b>	<b>22.00</b>	<b>100.00 %</b>
	<b>Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>12.61</b>	<b>42.77</b>	<b>42.77</b>	<b>0.00 %</b>
<b>Fund: SD620 - LANDINGS DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD620.2401.00000</a>	INTEREST & EARNINGS.LANDINGS DR...	5.00	5.00	2.81	9.52	4.52	190.40 %
	<b>Revenue Total:</b>	<b>5.00</b>	<b>5.00</b>	<b>2.81</b>	<b>9.52</b>	<b>4.52</b>	<b>90.40 %</b>
<b>Expense</b>							
<a href="#">SD620.8520.400.00000</a>	MAINTENANCE..LANDINGS DRAINAGE...	5.00	5.00	0.00	0.00	5.00	100.00 %
	<b>Expense Total:</b>	<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.00</b>	<b>100.00 %</b>
	<b>Fund: SD620 - LANDINGS DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>2.81</b>	<b>9.52</b>	<b>9.52</b>	<b>0.00 %</b>
<b>Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD625.2401.00000</a>	INTEREST & EARNINGS.OLD BROOKSI...	8.00	8.00	5.05	17.12	9.12	214.00 %
	<b>Revenue Total:</b>	<b>8.00</b>	<b>8.00</b>	<b>5.05</b>	<b>17.12</b>	<b>9.12</b>	<b>114.00 %</b>
<b>Expense</b>							
<a href="#">SD625.8520.400.00000</a>	MAINTENANCE..OLD BROOKSIDE DRA...	8.00	8.00	0.00	0.00	8.00	100.00 %
	<b>Expense Total:</b>	<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>100.00 %</b>
	<b>Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>5.05</b>	<b>17.12</b>	<b>17.12</b>	<b>0.00 %</b>
<b>Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD630.2401.00000</a>	INTEREST & EARNINGS.LAKESIDE EST...	5.00	5.00	3.49	11.82	6.82	236.40 %
	<b>Revenue Total:</b>	<b>5.00</b>	<b>5.00</b>	<b>3.49</b>	<b>11.82</b>	<b>6.82</b>	<b>136.40 %</b>



## Budget Report-JM

For Fiscal: 2023 Period Ending: 03/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Expense</b>							
<a href="#">SD630.8520.400.00000</a>	MAINTENANCE..LAKESIDE ESTATES D...	5.00	5.00	0.00	0.00	5.00	100.00 %
<b>Expense Total:</b>		<b>5.00</b>	<b>5.00</b>	<b>0.00</b>	<b>0.00</b>	<b>5.00</b>	<b>100.00 %</b>
<b>Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>3.49</b>	<b>11.82</b>	<b>11.82</b>	<b>0.00 %</b>
<b>Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD635.1030.00000</a>	SPECIAL ASSESSMENT.WATERFORD P...	1,610.00	1,610.00	0.00	1,610.00	0.00	0.00 %
<a href="#">SD635.2401.00000</a>	INTEREST & EARNINGS.WATERFORD ...	5.00	5.00	5.50	18.64	13.64	372.80 %
<a href="#">SD635.9000.00000</a>	APPROPRIATED FDBD FOR BUDGET....	6,890.00	6,890.00	0.00	0.00	-6,890.00	100.00 %
<b>Revenue Total:</b>		<b>8,505.00</b>	<b>8,505.00</b>	<b>5.50</b>	<b>1,628.64</b>	<b>-6,876.36</b>	<b>80.85 %</b>
<b>Expense</b>							
<a href="#">SD635.8520.400.00000</a>	MAINTENANCE..WATERFORD POINT ...	8,505.00	8,505.00	0.00	0.00	8,505.00	100.00 %
<b>Expense Total:</b>		<b>8,505.00</b>	<b>8,505.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,505.00</b>	<b>100.00 %</b>
<b>Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>5.50</b>	<b>1,628.64</b>	<b>1,628.64</b>	<b>0.00 %</b>
<b>Fund: SD640 - STABLEGATE DRAINAGE DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SD640.2401.00000</a>	INTEREST & EARNINGS.STABLEGATE ...	8.00	8.00	6.64	22.52	14.52	281.50 %
<b>Revenue Total:</b>		<b>8.00</b>	<b>8.00</b>	<b>6.64</b>	<b>22.52</b>	<b>14.52</b>	<b>181.50 %</b>
<b>Expense</b>							
<a href="#">SD640.8520.400.00000</a>	MAINTENANCE..STABLEGATE DRAIN...	8.00	8.00	0.00	0.00	8.00	100.00 %
<b>Expense Total:</b>		<b>8.00</b>	<b>8.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8.00</b>	<b>100.00 %</b>
<b>Fund: SD640 - STABLEGATE DRAINAGE DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>6.64</b>	<b>22.52</b>	<b>22.52</b>	<b>0.00 %</b>
<b>Fund: SF450 - FIRE PROTECTION</b>							
<b>Revenue</b>							
<a href="#">SF450.1001.00000</a>	REAL PROPERTY TAXES.FIRE PROTECT...	1,365,000.00	1,365,000.00	0.00	1,365,000.00	0.00	0.00 %
<a href="#">SF450.1120.00000</a>	NON PROPERTY SALES TAX	100,000.00	100,000.00	0.00	0.00	-100,000.00	100.00 %
<a href="#">SF450.2401.00000</a>	INTEREST & EARNINGS.FIRE PROTECT...	200.00	200.00	0.00	1,259.20	1,059.20	629.60 %
<a href="#">SF450.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	25,000.00	25,000.00	0.00	0.00	-25,000.00	100.00 %
<b>Revenue Total:</b>		<b>1,490,200.00</b>	<b>1,490,200.00</b>	<b>0.00</b>	<b>1,366,259.20</b>	<b>-123,940.80</b>	<b>8.32 %</b>
<b>Expense</b>							
<a href="#">SF450.3410.400.00000</a>	FIRE PROTECTION DISTRICT AGREEM...	1,490,200.00	1,490,200.00	1,490,000.00	1,490,000.00	200.00	0.01 %
<b>Expense Total:</b>		<b>1,490,200.00</b>	<b>1,490,200.00</b>	<b>1,490,000.00</b>	<b>1,490,000.00</b>	<b>200.00</b>	<b>0.01 %</b>
<b>Fund: SF450 - FIRE PROTECTION Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-1,490,000.00</b>	<b>-123,740.80</b>	<b>-123,740.80</b>	<b>0.00 %</b>
<b>Fund: SL700 - CENTERPOINT LIGHTING DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SL700.1001.00000</a>	REAL PROPERTY TAXES.CENTERPOINT...	1,808.00	1,808.00	0.00	1,808.00	0.00	0.00 %
<a href="#">SL700.2401.00000</a>	INTEREST & EARNINGS.CENTERPOINT...	6.00	6.00	1.26	4.52	-1.48	24.67 %
<b>Revenue Total:</b>		<b>1,814.00</b>	<b>1,814.00</b>	<b>1.26</b>	<b>1,812.52</b>	<b>-1.48</b>	<b>0.08 %</b>
<b>Expense</b>							
<a href="#">SL700.5182.200.00000</a>	STREET LIGHTING.CAP EQUIP.CENTER...	6.00	6.00	0.00	0.00	6.00	100.00 %
<a href="#">SL700.5182.400.00000</a>	UTILITIES ELECTRIC..CENTERPOINT LI...	1,808.00	1,808.00	200.22	463.70	1,344.30	74.35 %
<b>Expense Total:</b>		<b>1,814.00</b>	<b>1,814.00</b>	<b>200.22</b>	<b>463.70</b>	<b>1,350.30</b>	<b>74.44 %</b>
<b>Fund: SL700 - CENTERPOINT LIGHTING DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>-198.96</b>	<b>1,348.82</b>	<b>1,348.82</b>	<b>0.00 %</b>
<b>Fund: SL705 - FOX RIDGE LIGHTING DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SL705.1001.00000</a>	REAL PROPERTY TAXES.FOX RIDGE LI...	13,100.00	13,100.00	0.00	13,100.00	0.00	0.00 %
<a href="#">SL705.2401.00000</a>	INTEREST & EARNINGS.FOX RIDGE LI...	6.00	6.00	4.02	14.70	8.70	245.00 %
<a href="#">SL705.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	1,794.00	1,794.00	0.00	0.00	-1,794.00	100.00 %
<b>Revenue Total:</b>		<b>14,900.00</b>	<b>14,900.00</b>	<b>4.02</b>	<b>13,114.70</b>	<b>-1,785.30</b>	<b>11.98 %</b>
<b>Expense</b>							
<a href="#">SL705.5182.400.00000</a>	UTILITIES ELECTRIC..FOX RIDGE LIGHT...	10,900.00	10,900.00	922.43	1,881.64	9,018.36	82.74 %

## Budget Report-JM

For Fiscal: 2023 Period Ending: 03/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">SL705.5182.401.00000</a>	STREET LIGHTING.MAINTENANCE.FOX..	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
	<b>Expense Total:</b>	<b>14,900.00</b>	<b>14,900.00</b>	<b>922.43</b>	<b>1,881.64</b>	<b>13,018.36</b>	<b>87.37 %</b>
	<b>Fund: SL705 - FOX RIDGE LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-918.41</b>	<b>11,233.06</b>	<b>11,233.06</b>	<b>0.00 %</b>
<b>Fund: SL710 - LANDINGS LIGHTING DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SL710.2401.00000</a>	INTEREST & EARNINGS.LANDINGS LI...	1.00	1.00	0.46	1.57	0.57	157.00 %
	<b>Revenue Total:</b>	<b>1.00</b>	<b>1.00</b>	<b>0.46</b>	<b>1.57</b>	<b>0.57</b>	<b>57.00 %</b>
<b>Expense</b>							
<a href="#">SL710.5182.400.00000</a>	UTILITIES ELECTRIC..LANDINGS LIGHT...	1.00	1.00	0.00	0.00	1.00	100.00 %
	<b>Expense Total:</b>	<b>1.00</b>	<b>1.00</b>	<b>0.00</b>	<b>0.00</b>	<b>1.00</b>	<b>100.00 %</b>
	<b>Fund: SL710 - LANDINGS LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.46</b>	<b>1.57</b>	<b>1.57</b>	<b>0.00 %</b>
<b>Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SL715.1001.00000</a>	REAL PROPERTY TAXES.LAKEWOOD ...	530.00	530.00	0.00	530.00	0.00	0.00 %
<a href="#">SL715.2401.00000</a>	INTEREST & EARNINGS.LAKEWOOD ...	3.00	3.00	1.32	4.51	1.51	150.33 %
	<b>Revenue Total:</b>	<b>533.00</b>	<b>533.00</b>	<b>1.32</b>	<b>534.51</b>	<b>1.51</b>	<b>0.28 %</b>
<b>Expense</b>							
<a href="#">SL715.5182.240.00000</a>	UTILITIES-EQUIPMENT.LAKEWOOD M...	210.00	210.00	0.00	0.00	210.00	100.00 %
<a href="#">SL715.5182.400.00000</a>	UTILITIES-ELECTRIC.LAKEWOOD MEA...	323.00	323.00	34.09	78.62	244.38	75.66 %
	<b>Expense Total:</b>	<b>533.00</b>	<b>533.00</b>	<b>34.09</b>	<b>78.62</b>	<b>454.38</b>	<b>85.25 %</b>
	<b>Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT Surplus (Defi...</b>	<b>0.00</b>	<b>0.00</b>	<b>-32.77</b>	<b>455.89</b>	<b>455.89</b>	<b>0.00 %</b>
<b>Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SL720.1001.00000</a>	REAL PROPERTY TAXES.FALLBROOK P...	1,597.00	1,597.00	0.00	1,597.00	0.00	0.00 %
<a href="#">SL720.2401.00000</a>	INTEREST & EARNINGS.FALLBROOK P...	3.00	3.00	1.13	3.99	0.99	133.00 %
	<b>Revenue Total:</b>	<b>1,600.00</b>	<b>1,600.00</b>	<b>1.13</b>	<b>1,600.99</b>	<b>0.99</b>	<b>0.06 %</b>
<b>Expense</b>							
<a href="#">SL720.5182.400.00000</a>	UTILITIES ELECTRIC.FALLBROOK PARK ...	1,600.00	1,600.00	142.17	296.77	1,303.23	81.45 %
	<b>Expense Total:</b>	<b>1,600.00</b>	<b>1,600.00</b>	<b>142.17</b>	<b>296.77</b>	<b>1,303.23</b>	<b>81.45 %</b>
	<b>Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-141.04</b>	<b>1,304.22</b>	<b>1,304.22</b>	<b>0.00 %</b>
<b>Fund: SM900 - UPTOWN BUSINESS IMPROVEMENT DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SM900.1001.00000</a>	REAL PROPERTY TAXES.UPTOWN BID	105,400.00	105,400.00	0.00	105,400.00	0.00	0.00 %
<a href="#">SM900.2401.00000</a>	INTEREST & EARNINGS.UPTOWN BID	100.00	100.00	38.56	130.75	30.75	130.75 %
	<b>Revenue Total:</b>	<b>105,500.00</b>	<b>105,500.00</b>	<b>38.56</b>	<b>105,530.75</b>	<b>30.75</b>	<b>0.03 %</b>
<b>Expense</b>							
<a href="#">SM900.5182.400.00000</a>	STREET LIGHTING-CONTRACTUAL.UP...	26,000.00	26,000.00	0.00	0.00	26,000.00	100.00 %
<a href="#">SM900.8510.400.00000</a>	COMMUNITY BEAUTIF - CONT.UPTO...	15,500.00	15,500.00	0.00	0.00	15,500.00	100.00 %
<a href="#">SM900.9730.600.00000</a>	BAN DEBT PRINCIPAL	28,000.00	28,000.00	0.00	0.00	28,000.00	100.00 %
<a href="#">SM900.9730.700.00000</a>	BAN DEBT INTEREST	36,000.00	36,000.00	0.00	0.00	36,000.00	100.00 %
	<b>Expense Total:</b>	<b>105,500.00</b>	<b>105,500.00</b>	<b>0.00</b>	<b>0.00</b>	<b>105,500.00</b>	<b>100.00 %</b>
	<b>Fund: SM900 - UPTOWN BUSINESS IMPROVEMENT DISTRICT Surplus (...)</b>	<b>0.00</b>	<b>0.00</b>	<b>38.56</b>	<b>105,530.75</b>	<b>105,530.75</b>	<b>0.00 %</b>
<b>Fund: SS800 - SANITARY SEWER</b>							
<b>Revenue</b>							
<a href="#">SS800.1030.00000</a>	SPECIAL ASSESSMENTS..PURDY/MOBI...	18,210.00	18,210.00	0.00	18,210.00	0.00	0.00 %
<a href="#">SS800.2401.00000</a>	INTEREST & EARNINGS.SEWER	14.00	14.00	6.68	22.66	8.66	161.86 %
	<b>Revenue Total:</b>	<b>18,224.00</b>	<b>18,224.00</b>	<b>6.68</b>	<b>18,232.66</b>	<b>8.66</b>	<b>0.05 %</b>
<b>Expense</b>							
<a href="#">SS800.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.PURDY/M...	18,210.00	18,210.00	0.00	0.00	18,210.00	100.00 %
<a href="#">SS800.9710.700.00000</a>	SERIAL BONDS.INTEREST.PURDY/MOB...	14.00	14.00	0.00	0.00	14.00	100.00 %
	<b>Expense Total:</b>	<b>18,224.00</b>	<b>18,224.00</b>	<b>0.00</b>	<b>0.00</b>	<b>18,224.00</b>	<b>100.00 %</b>
	<b>Fund: SS800 - SANITARY SEWER Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>6.68</b>	<b>18,232.66</b>	<b>18,232.66</b>	<b>0.00 %</b>

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW500.1001.00000</a>	REAL PROPERTY TAXES.CANDGA CON...	695,000.00	695,000.00	0.00	695,000.00	0.00	0.00 %
<a href="#">SW500.2140.00000</a>	WATER QUARTERLY SALES.CANDGA ...	725,000.00	725,000.00	0.00	0.00	-725,000.00	100.00 %
<a href="#">SW500.2142.00000</a>	WATER FILL STATION SALES.CANDGA ...	2,000.00	2,000.00	124.75	124.75	-1,875.25	93.76 %
<a href="#">SW500.2144.00000</a>	WATER NEW SERVICES.CANDGA CON...	25,000.00	25,000.00	500.00	500.00	-24,500.00	98.00 %
<a href="#">SW500.2148.00000</a>	PENALTY ON WATER.CANDGA CONS...	5,000.00	5,000.00	211.92	211.92	-4,788.08	95.76 %
<a href="#">SW500.2389.00000</a>	INTEREST OTHER GOVT	1,713.00	1,713.00	0.00	0.00	-1,713.00	100.00 %
<a href="#">SW500.2401.00000</a>	INTEREST & EARNINGS.CANANDAIGU...	4,500.00	4,500.00	5,346.40	13,704.27	9,204.27	304.54 %
<a href="#">SW500.2655.00000</a>	SALES - OTHER-REPAIRS/REPLACEME...	2,500.00	2,500.00	0.00	0.00	-2,500.00	100.00 %
<a href="#">SW500.3991.00000</a>	ST AID. WATER CAP PROJECT.CANDGA..	150,000.00	0.00	0.00	0.00	0.00	0.00 %
<a href="#">SW500.5031.00000</a>	INTERFUND TRANSFERS.CANDGA CO...	14,814.00	14,814.00	0.00	0.00	-14,814.00	100.00 %
<a href="#">SW500.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	373,850.00	523,850.00	0.00	0.00	-523,850.00	100.00 %
<b>Revenue Total:</b>		<b>1,999,377.00</b>	<b>1,999,377.00</b>	<b>6,183.07</b>	<b>709,540.94</b>	<b>-1,289,836.06</b>	<b>64.51 %</b>
<b>Expense</b>							
<a href="#">SW500.1910.400.00000</a>	UNALLOCATED INS.CONTRACTUAL.C...	13,500.00	13,500.00	13,238.00	13,238.00	262.00	1.94 %
<a href="#">SW500.1990.400.00000</a>	CONTINGENCY.CONTRACTUAL.CAND...	25,000.00	25,000.00	0.00	0.00	25,000.00	100.00 %
<a href="#">SW500.8310.120.00000</a>	WATER ADMIN.SUPER.SALARY.CAND...	55,000.00	55,000.00	4,230.76	12,692.28	42,307.72	76.92 %
<a href="#">SW500.8310.121.00000</a>	WATER ADMIN.OFFICE SPECIALIST I...	15,000.00	15,000.00	180.00	634.50	14,365.50	95.77 %
<a href="#">SW500.8310.122.00000</a>	WATER ADMIN.SENIOR CLERK.CDGA ...	25,131.00	25,131.00	1,760.00	4,679.75	20,451.25	81.38 %
<a href="#">SW500.8310.131.00000</a>	WATER ADMIN.MAINASST.CANDGA ...	183,305.00	183,305.00	17,134.84	44,951.18	138,353.82	75.48 %
<a href="#">SW500.8310.200.00000</a>	WATER ADMIN.CAP EQUIP.CANDGA ...	37,501.00	38,774.50	0.00	0.00	38,774.50	100.00 %
<a href="#">SW500.8310.400.00000</a>	WATER ADMIN.CONTRACTUAL.CAND...	5,340.00	5,340.00	225.46	432.35	4,907.65	91.90 %
<a href="#">SW500.8310.410.00000</a>	WATER ADMIN.LEGAL SERVICES.CAN...	10,000.00	10,000.00	75.00	75.00	9,925.00	99.25 %
<a href="#">SW500.8310.420.00000</a>	WATER ADMIN.METER READING.CO...	30,000.00	30,000.00	2,831.61	6,365.96	23,634.04	78.78 %
<a href="#">SW500.8310.423.00000</a>	WATER ADMIN.VEHICLE GPS.CANDGA..	1,000.00	1,000.00	56.85	113.70	886.30	88.63 %
<a href="#">SW500.8310.424.00000</a>	WATER ADMIN.TRAINING & DUES.CA...	3,000.00	3,000.00	1,102.96	2,780.96	219.04	7.30 %
<a href="#">SW500.8310.450.00000</a>	WATER ADMIN.ENGINEERING.CAND...	55,000.00	55,000.00	5,442.50	5,442.50	49,557.50	90.10 %
<a href="#">SW500.8320.400.00000</a>	WATER PURCHASES.CONT.CANDGA ...	505,000.00	505,000.00	0.00	0.00	505,000.00	100.00 %
<a href="#">SW500.8320.420.00000</a>	WATER PURCHASES.UTILITIES.CAND...	56,000.00	56,000.00	10,772.98	17,159.83	38,840.17	69.36 %
<a href="#">SW500.8340.440.00000</a>	SERVICES & MAINT.SERVICES & MAIN...	165,300.00	165,300.00	7,615.03	22,369.25	142,930.75	86.47 %
<a href="#">SW500.8397.200.00000</a>	WATER CAP PROJECTS.CAP EQUIP.CA...	219,600.00	219,600.00	0.00	0.00	219,600.00	100.00 %
<a href="#">SW500.8397.400.00000</a>	WATER CAPITAL PROJECTS.CONT.CA...	200,000.00	200,000.00	0.00	0.00	200,000.00	100.00 %
<a href="#">SW500.9010.800.00000</a>	NYS RETIREMENT..CANDGA CONS WD	20,825.00	20,825.00	0.00	0.00	20,825.00	100.00 %
<a href="#">SW500.9030.800.00000</a>	SOCIAL SECURITY...CANDGA CONS WD	16,500.00	16,500.00	1,597.75	4,608.20	11,891.80	72.07 %
<a href="#">SW500.9040.800.00000</a>	WORKERS COMPENSATION...CANDGA..	5,950.00	5,950.00	0.00	5,910.58	39.42	0.66 %
<a href="#">SW500.9050.800.00000</a>	UNEMPLOYMENT INSURANCE.CAND...	1,000.00	1,000.00	0.00	0.00	1,000.00	100.00 %
<a href="#">SW500.9055.800.00000</a>	DISABILITY INSURANCE...CANDGA CO...	100.00	100.00	0.00	0.00	100.00	100.00 %
<a href="#">SW500.9060.810.00000</a>	HOSPITAL/MEDICAL INSURANCE.CAN...	29,525.00	29,525.00	2,340.22	7,873.76	21,651.24	73.33 %
<a href="#">SW500.9060.811.00000</a>	DENTAL INSURANCE.CANDGA CONS ...	2,200.00	2,200.00	281.47	911.84	1,288.16	58.55 %
<a href="#">SW500.9060.820.00000</a>	HOSPITAL/MEDICAL INSURANCE.BUY...	3,000.00	3,000.00	153.84	461.52	2,538.48	84.62 %
<a href="#">SW500.9060.830.00000</a>	HOSPITAL/MEDICAL INS.HSA ACCOU...	11,500.00	11,500.00	0.00	5,000.00	6,500.00	56.52 %
<a href="#">SW500.9090.876.00000</a>	EMP BENEFIT VAC BUYBACK	2,000.00	2,000.00	0.00	0.00	2,000.00	100.00 %
<a href="#">SW500.9710.600.00000</a>	SERIAL BONDS PRINCIPAL	240,000.00	240,000.00	0.00	0.00	240,000.00	100.00 %
<a href="#">SW500.9710.700.00000</a>	SERIAL BONDS INTEREST	62,100.00	62,100.00	0.00	0.00	62,100.00	100.00 %
<b>Expense Total:</b>		<b>1,999,377.00</b>	<b>2,000,650.50</b>	<b>69,039.27</b>	<b>155,701.16</b>	<b>1,844,949.34</b>	<b>92.22 %</b>
<b>Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT Surpl...</b>		<b>0.00</b>	<b>-1,273.50</b>	<b>-62,856.20</b>	<b>553,839.78</b>	<b>555,113.28</b>	<b>43,589.58 %</b>
<b>Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW505.1001.00000</a>	REAL PROPERTY TAXES.CANDGA BRIS...	12,624.00	12,624.00	0.00	12,624.00	0.00	0.00 %
<a href="#">SW505.1030.00000</a>	SPECIAL ASSESSMENT.CANDGA BRIS...	60,962.00	60,962.00	0.00	60,962.00	0.00	0.00 %
<a href="#">SW505.2401.00000</a>	INTEREST & EARNINGS.CANANDAIGU...	0.00	0.00	33.70	93.65	93.65	0.00 %
<a href="#">SW505.3991.00000</a>	STATE AID CAP PROJ	0.00	0.00	0.00	22,000.00	22,000.00	0.00 %
<a href="#">SW505.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	10,068.00	10,068.00	0.00	0.00	-10,068.00	100.00 %
<b>Revenue Total:</b>		<b>83,654.00</b>	<b>83,654.00</b>	<b>33.70</b>	<b>95,679.65</b>	<b>12,025.65</b>	<b>14.38 %</b>
<b>Expense</b>							
<a href="#">SW505.8340.400.00000</a>	SERVICES & MAINTENANCE.CONT.CA...	20,500.00	20,500.00	0.00	0.00	20,500.00	100.00 %

## Budget Report-JM

For Fiscal: 2023 Period Ending: 03/31/2023

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<a href="#">SW505.9710.600.00000</a>	SERIAL BONDS BRISTOL.PRINCIPAL.C...	20,000.00	20,000.00	0.00	0.00	20,000.00	100.00 %
<a href="#">SW505.9710.700.00000</a>	SERIAL BONDS BRISTOL.INTEREST.CA...	37,725.00	37,725.00	0.00	0.00	37,725.00	100.00 %
<a href="#">SW505.9903.900.00000</a>	TRANSFER/WATER-MAINT.CANDGA ...	1,919.00	1,919.00	0.00	0.00	1,919.00	100.00 %
<a href="#">SW505.9903.901.00000</a>	TRANSFER/WATER-MAINT...CANDGA...	3,510.00	3,510.00	0.00	0.00	3,510.00	100.00 %
<b>Expense Total:</b>		<b>83,654.00</b>	<b>83,654.00</b>	<b>0.00</b>	<b>0.00</b>	<b>83,654.00</b>	<b>100.00 %</b>
<b>Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT Surplus..</b>		<b>0.00</b>	<b>0.00</b>	<b>33.70</b>	<b>95,679.65</b>	<b>95,679.65</b>	<b>0.00 %</b>
<b>Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW515.1001.00000</a>	REAL PROPERTY TAXES.CANDGA-FA...	220,976.00	220,976.00	0.00	220,976.00	0.00	0.00 %
<a href="#">SW515.2401.00000</a>	INTEREST & EARNINGS.CANANDAIGU...	40.00	40.00	19.90	138.75	98.75	346.88 %
<b>Revenue Total:</b>		<b>221,016.00</b>	<b>221,016.00</b>	<b>19.90</b>	<b>221,114.75</b>	<b>98.75</b>	<b>0.04 %</b>
<b>Expense</b>							
<a href="#">SW515.8350.400.00000</a>	FARM.COMMON WATER.CONTRACT...	220,976.00	220,976.00	0.00	220,976.00	0.00	0.00 %
<a href="#">SW515.8389.400.00000</a>	CDGA.COMMON WATER.CONTRACT...	40.00	40.00	0.00	0.00	40.00	100.00 %
<b>Expense Total:</b>		<b>221,016.00</b>	<b>221,016.00</b>	<b>0.00</b>	<b>220,976.00</b>	<b>40.00</b>	<b>0.02 %</b>
<b>Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT Surplus..</b>		<b>0.00</b>	<b>0.00</b>	<b>19.90</b>	<b>138.75</b>	<b>138.75</b>	<b>0.00 %</b>
<b>Fund: SW525 - MCINTYRE ROAD WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW525.1001.00000</a>	REAL PROPERTY TAXES.MCINTYRE R...	7,243.00	7,243.00	0.00	7,243.00	0.00	0.00 %
<a href="#">SW525.2401.00000</a>	INTEREST & EARNINGS.MCINTYRE RO...	8.00	8.00	4.14	14.05	6.05	175.63 %
<a href="#">SW525.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	1,100.00	1,100.00	0.00	0.00	-1,100.00	100.00 %
<b>Revenue Total:</b>		<b>8,351.00</b>	<b>8,351.00</b>	<b>4.14</b>	<b>7,257.05</b>	<b>-1,093.95</b>	<b>13.10 %</b>
<b>Expense</b>							
<a href="#">SW525.8340.400.00000</a>	SERVICES & MAINTENANCE.CONT.MC...	787.00	787.00	0.00	0.00	787.00	100.00 %
<a href="#">SW525.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.MCINTYRE ...	3,000.00	3,000.00	0.00	0.00	3,000.00	100.00 %
<a href="#">SW525.9710.700.00000</a>	SERIAL BONDS.INTEREST.MCINTYRE ...	3,384.00	3,384.00	0.00	0.00	3,384.00	100.00 %
<a href="#">SW525.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.M...	1,180.00	1,180.00	0.00	0.00	1,180.00	100.00 %
<b>Expense Total:</b>		<b>8,351.00</b>	<b>8,351.00</b>	<b>0.00</b>	<b>0.00</b>	<b>8,351.00</b>	<b>100.00 %</b>
<b>Fund: SW525 - MCINTYRE ROAD WATER DISTRICT Surplus (Deficit):</b>		<b>0.00</b>	<b>0.00</b>	<b>4.14</b>	<b>7,257.05</b>	<b>7,257.05</b>	<b>0.00 %</b>
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW530.1001.00000</a>	REAL PROPERTY TAXES.EMERSON ALL...	18,545.00	18,545.00	0.00	18,545.00	0.00	0.00 %
<a href="#">SW530.2401.00000</a>	INTEREST & EARNINGS.EMERSON ALL...	2.00	2.00	1.36	9.83	7.83	491.50 %
<b>Revenue Total:</b>		<b>18,547.00</b>	<b>18,547.00</b>	<b>1.36</b>	<b>18,554.83</b>	<b>7.83</b>	<b>0.04 %</b>
<b>Expense</b>							
<a href="#">SW530.8389.400.00000</a>	COMMON WATER.CONTRACTUAL.E...	4,815.00	4,815.00	0.00	4,815.00	0.00	0.00 %
<a href="#">SW530.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.EMERSON ...	8,000.00	8,000.00	0.00	8,000.00	0.00	0.00 %
<a href="#">SW530.9710.700.00000</a>	SERIAL BONDS.INTEREST.EMERSON A...	5,732.00	5,732.00	0.00	5,732.00	0.00	0.00 %
<b>Expense Total:</b>		<b>18,547.00</b>	<b>18,547.00</b>	<b>0.00</b>	<b>18,547.00</b>	<b>0.00</b>	<b>0.00 %</b>
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT Surpl...</b>		<b>0.00</b>	<b>0.00</b>	<b>1.36</b>	<b>7.83</b>	<b>7.83</b>	<b>0.00 %</b>
<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW535.1001.00000</a>	REAL PROPERTY TAXES.COUNTY ROA...	15,146.00	15,146.00	0.00	15,146.00	0.00	0.00 %
<a href="#">SW535.2401.00000</a>	INTEREST & EARNINGS.EX 36 - COUN...	12.00	12.00	7.35	24.91	12.91	207.58 %
<a href="#">SW535.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	500.00	500.00	0.00	0.00	-500.00	100.00 %
<b>Revenue Total:</b>		<b>15,658.00</b>	<b>15,658.00</b>	<b>7.35</b>	<b>15,170.91</b>	<b>-487.09</b>	<b>3.11 %</b>
<b>Expense</b>							
<a href="#">SW535.8340.400.00000</a>	SERVICES & MAIN.CONT.CO RD #30 E...	793.00	793.00	0.00	0.00	793.00	100.00 %
<a href="#">SW535.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.EX 36 - CO...	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">SW535.9710.700.00000</a>	SERIAL BONDS.INTEREST.CO RD #30 E...	8,675.00	8,675.00	0.00	0.00	8,675.00	100.00 %
<a href="#">SW535.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.EX...	1,190.00	1,190.00	0.00	0.00	1,190.00	100.00 %
<b>Expense Total:</b>		<b>15,658.00</b>	<b>15,658.00</b>	<b>0.00</b>	<b>0.00</b>	<b>15,658.00</b>	<b>100.00 %</b>
<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT Surplus (De...</b>		<b>0.00</b>	<b>0.00</b>	<b>7.35</b>	<b>15,170.91</b>	<b>15,170.91</b>	<b>0.00 %</b>

		Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW540.1001.00000</a>	REAL PROPERTY TAXES.HOPKINS GRI...	12,294.00	12,294.00	0.00	12,294.00	0.00	0.00 %
<a href="#">SW540.2401.00000</a>	INTEREST & EARNINGS.HOPKINS GRI...	11.00	11.00	6.36	21.56	10.56	196.00 %
<a href="#">SW540.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	1,800.00	1,800.00	0.00	0.00	-1,800.00	100.00 %
	<b>Revenue Total:</b>	<b>14,105.00</b>	<b>14,105.00</b>	<b>6.36</b>	<b>12,315.56</b>	<b>-1,789.44</b>	<b>12.69 %</b>
<b>Expense</b>							
<a href="#">SW540.8340.400.00000</a>	SERVICES & MAIN.CONT.HOPKINS GR...	1,707.00	1,707.00	0.00	0.00	1,707.00	100.00 %
<a href="#">SW540.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.HOPKINS G...	5,000.00	5,000.00	0.00	0.00	5,000.00	100.00 %
<a href="#">SW540.9710.700.00000</a>	SERIAL BONDS.INTEREST.HOPKINS GR...	4,838.00	4,838.00	0.00	0.00	4,838.00	100.00 %
<a href="#">SW540.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.H...	2,560.00	2,560.00	0.00	0.00	2,560.00	100.00 %
	<b>Expense Total:</b>	<b>14,105.00</b>	<b>14,105.00</b>	<b>0.00</b>	<b>0.00</b>	<b>14,105.00</b>	<b>100.00 %</b>
	<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>6.36</b>	<b>12,315.56</b>	<b>12,315.56</b>	<b>0.00 %</b>
<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW545.1001.00000</a>	REAL PROPERTY TAXES.HICKOX ROAD...	3,790.00	3,790.00	0.00	3,790.00	0.00	0.00 %
<a href="#">SW545.2401.00000</a>	INTEREST & EARNINGS.HICKOX ROAD	1.00	1.00	2.85	9.66	8.66	966.00 %
	<b>Revenue Total:</b>	<b>3,791.00</b>	<b>3,791.00</b>	<b>2.85</b>	<b>3,799.66</b>	<b>8.66</b>	<b>0.23 %</b>
<b>Expense</b>							
<a href="#">SW545.8340.440.00000</a>	SERVICES & MAINTENANCE.HICKOX ...	757.00	757.00	0.00	0.00	757.00	100.00 %
<a href="#">SW545.9795.600.00000</a>	DEBT PRIN OTHER GOVT DUE TO OTH...	2,500.00	2,500.00	0.00	0.00	2,500.00	100.00 %
<a href="#">SW545.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.HI...	534.00	534.00	0.00	0.00	534.00	100.00 %
	<b>Expense Total:</b>	<b>3,791.00</b>	<b>3,791.00</b>	<b>0.00</b>	<b>0.00</b>	<b>3,791.00</b>	<b>100.00 %</b>
	<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>2.85</b>	<b>3,799.66</b>	<b>3,799.66</b>	<b>0.00 %</b>
<b>Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW550.1001.00000</a>	REAL PROPERTY TAXES.NOTT RD EXT ...	6,125.00	6,125.00	0.00	6,125.00	0.00	0.00 %
<a href="#">SW550.2401.00000</a>	INTEREST & EARNINGS.NOTT RD EXT ...	4.00	4.00	3.02	10.24	6.24	256.00 %
<a href="#">SW550.9000.00000</a>	APPROPRIATED FUND BALANCE FOR ...	650.00	650.00	0.00	0.00	-650.00	100.00 %
	<b>Revenue Total:</b>	<b>6,779.00</b>	<b>6,779.00</b>	<b>3.02</b>	<b>6,135.24</b>	<b>-643.76</b>	<b>9.50 %</b>
<b>Expense</b>							
<a href="#">SW550.8340.400.00000</a>	SERVICES & MAINTENANCE.CONTRA...	467.00	467.00	0.00	0.00	467.00	100.00 %
<a href="#">SW550.9710.600.00000</a>	SERIAL BONDS.PRINCIPAL.NOTT RD E...	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00 %
<a href="#">SW550.9710.700.00000</a>	SERIAL BONDS.INTEREST.NOTT RD EX...	1,612.00	1,612.00	0.00	0.00	1,612.00	100.00 %
<a href="#">SW550.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.....	700.00	700.00	0.00	0.00	700.00	100.00 %
	<b>Expense Total:</b>	<b>6,779.00</b>	<b>6,779.00</b>	<b>0.00</b>	<b>0.00</b>	<b>6,779.00</b>	<b>100.00 %</b>
	<b>Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>3.02</b>	<b>6,135.24</b>	<b>6,135.24</b>	<b>0.00 %</b>
<b>Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT</b>							
<b>Revenue</b>							
<a href="#">SW555.1001.00000</a>	REAL PROPERTY TAXES.CO RD 32 EXT ...	11,731.00	11,731.00	0.00	11,731.00	0.00	0.00 %
<a href="#">SW555.2401.00000</a>	INTEREST & EARNINGS.CO RD 32 EXT ...	7.00	7.00	5.73	19.42	12.42	277.43 %
	<b>Revenue Total:</b>	<b>11,738.00</b>	<b>11,738.00</b>	<b>5.73</b>	<b>11,750.42</b>	<b>12.42</b>	<b>0.11 %</b>
<b>Expense</b>							
<a href="#">SW555.8340.400.00000</a>	SERVICES & MAIN.CONT.CO RD 32 EX...	480.00	480.00	0.00	0.00	480.00	100.00 %
<a href="#">SW555.9795.650.00000</a>	DEBT PRINCIPAL DUE TO OTHER GOVT	8,824.00	8,824.00	0.00	0.00	8,824.00	100.00 %
<a href="#">SW555.9795.700.00000</a>	DEBT INTEREST DUE TO OTHER GOVT	1,713.00	1,713.00	0.00	0.00	1,713.00	100.00 %
<a href="#">SW555.9903.900.00000</a>	TRANSFER/WATER-MAINTENANCE.....	721.00	721.00	0.00	0.00	721.00	100.00 %
	<b>Expense Total:</b>	<b>11,738.00</b>	<b>11,738.00</b>	<b>0.00</b>	<b>0.00</b>	<b>11,738.00</b>	<b>100.00 %</b>
	<b>Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>5.73</b>	<b>11,750.42</b>	<b>11,750.42</b>	<b>0.00 %</b>
	<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>-190,786.62</b>	<b>-1,514,244.46</b>	<b>1,327,459.34</b>	<b>1,518,245.96</b>	<b>795.78 %</b>

## Group Summary

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: AA100 - GENERAL FUND</b>						
Revenue	5,114,057.00	5,220,256.00	616,683.86	1,302,575.75	-3,917,680.25	75.05 %
Expense	5,114,057.00	5,337,273.41	775,427.67	1,446,876.52	3,890,396.89	72.89 %
<b>Fund: AA100 - GENERAL FUND Surplus (Deficit):</b>	<b>0.00</b>	<b>-117,017.41</b>	<b>-158,743.81</b>	<b>-144,300.77</b>	<b>-27,283.36</b>	<b>-23.32 %</b>
<b>Fund: AA231 - CONTINGENT/TAX RESERVE</b>						
Revenue	0.00	0.00	503,717.55	507,018.59	507,018.59	0.00 %
<b>Fund: AA231 - CONTINGENT/TAX RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>503,717.55</b>	<b>507,018.59</b>	<b>507,018.59</b>	<b>0.00 %</b>
<b>Fund: AA232 - CAMPUS REPAIR RESERVE</b>						
Revenue	0.00	0.00	804.10	2,231.47	2,231.47	0.00 %
<b>Fund: AA232 - CAMPUS REPAIR RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>804.10</b>	<b>2,231.47</b>	<b>2,231.47</b>	<b>0.00 %</b>
<b>Fund: AA233 - TECHNOLOGY RESERVE</b>						
Revenue	0.00	0.00	180.26	500.26	500.26	0.00 %
<b>Fund: AA233 - TECHNOLOGY RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>180.26</b>	<b>500.26</b>	<b>500.26</b>	<b>0.00 %</b>
<b>Fund: AA234 - OPEN SPACE RESERVE</b>						
Revenue	0.00	0.00	5,804.11	14,720.69	14,720.69	0.00 %
<b>Fund: AA234 - OPEN SPACE RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>5,804.11</b>	<b>14,720.69</b>	<b>14,720.69</b>	<b>0.00 %</b>
<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE</b>						
Revenue	0.00	0.00	728.92	2,022.89	2,022.89	0.00 %
<b>Fund: AA235 - NYS EMPLOYEE SYSTEM RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>728.92</b>	<b>2,022.89</b>	<b>2,022.89</b>	<b>0.00 %</b>
<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE</b>						
Revenue	0.00	0.00	844.93	2,344.82	2,344.82	0.00 %
<b>Fund: AA237 - BONDED INDEBTEDNESS RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>844.93</b>	<b>2,344.82</b>	<b>2,344.82</b>	<b>0.00 %</b>
<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE</b>						
Revenue	0.00	0.00	3,141.29	8,717.56	8,717.56	0.00 %
<b>Fund: AA238 - SOLID WASTE MANAGEMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>3,141.29</b>	<b>8,717.56</b>	<b>8,717.56</b>	<b>0.00 %</b>
<b>Fund: CM100 - NEW RECREATION REVENUE FUND</b>						
Revenue	0.00	0.00	7,669.21	10,024.84	10,024.84	0.00 %
<b>Fund: CM100 - NEW RECREATION REVENUE FUND Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>7,669.21</b>	<b>10,024.84</b>	<b>10,024.84</b>	<b>0.00 %</b>
<b>Fund: DA100 - HIGHWAY</b>						
Revenue	4,360,645.00	4,606,645.00	57,913.19	1,075,886.36	-3,530,758.64	76.64 %
Expense	4,360,645.00	4,679,140.71	342,617.62	835,302.64	3,843,838.07	82.15 %
<b>Fund: DA100 - HIGHWAY Surplus (Deficit):</b>	<b>0.00</b>	<b>-72,495.71</b>	<b>-284,704.43</b>	<b>240,583.72</b>	<b>313,079.43</b>	<b>431.86 %</b>
<b>Fund: DA230 - HWY EQUIPMENT RESERVE</b>						
Revenue	0.00	0.00	1,222.56	3,392.80	3,392.80	0.00 %
<b>Fund: DA230 - HWY EQUIPMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,222.56</b>	<b>3,392.80</b>	<b>3,392.80</b>	<b>0.00 %</b>
<b>Fund: DA232 - HWY IMPROVEMENT RESERVE</b>						
Revenue	0.00	0.00	1,307.60	3,628.81	3,628.81	0.00 %
<b>Fund: DA232 - HWY IMPROVEMENT RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>1,307.60</b>	<b>3,628.81</b>	<b>3,628.81</b>	<b>0.00 %</b>
<b>Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE</b>						
Revenue	0.00	0.00	805.16	2,234.39	2,234.39	0.00 %
<b>Fund: DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE Total:</b>	<b>0.00</b>	<b>0.00</b>	<b>805.16</b>	<b>2,234.39</b>	<b>2,234.39</b>	<b>0.00 %</b>
<b>Fund: HH100 - CAPITAL PROJECTS</b>						
Revenue	0.00	0.00	3,411.90	4,295.15	4,295.15	0.00 %
Expense	0.00	0.00	41,554.37	59,304.37	-59,304.37	0.00 %
<b>Fund: HH100 - CAPITAL PROJECTS Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-38,142.47</b>	<b>-55,009.22</b>	<b>-55,009.22</b>	<b>0.00 %</b>
<b>Fund: SD600 - RT 332 DRAINAGE DISTRICT</b>						
Revenue	15,074.00	15,074.00	41.69	10,129.69	-4,944.31	32.80 %
Expense	15,074.00	15,074.00	4,953.90	4,953.90	10,120.10	67.14 %
<b>Fund: SD600 - RT 332 DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-4,912.21</b>	<b>5,175.79</b>	<b>5,175.79</b>	<b>0.00 %</b>
<b>Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT</b>						
Revenue	1,950.00	1,950.00	8.58	1,961.11	11.11	0.57 %

## Budget Report-JM

For Fiscal: 2023 Period Ending: 03/31/2023

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
Expense	1,950.00	1,950.00	0.00	0.00	1,950.00	100.00 %
<b>Fund: SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT Surplus (De..</b>	<b>0.00</b>	<b>0.00</b>	<b>8.58</b>	<b>1,961.11</b>	<b>1,961.11</b>	<b>0.00 %</b>
<b>Fund: SD610 - ASHTON DRAINAGE DISTRICT</b>						
Revenue	8.00	8.00	5.36	18.18	10.18	127.25 %
Expense	8.00	8.00	0.00	0.00	8.00	100.00 %
<b>Fund: SD610 - ASHTON DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>5.36</b>	<b>18.18</b>	<b>18.18</b>	<b>0.00 %</b>
<b>Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT</b>						
Revenue	22.00	22.00	12.61	42.77	20.77	94.41 %
Expense	22.00	22.00	0.00	0.00	22.00	100.00 %
<b>Fund: SD615 - FOX RIDGE DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>12.61</b>	<b>42.77</b>	<b>42.77</b>	<b>0.00 %</b>
<b>Fund: SD620 - LANDINGS DRAINAGE DISTRICT</b>						
Revenue	5.00	5.00	2.81	9.52	4.52	90.40 %
Expense	5.00	5.00	0.00	0.00	5.00	100.00 %
<b>Fund: SD620 - LANDINGS DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>2.81</b>	<b>9.52</b>	<b>9.52</b>	<b>0.00 %</b>
<b>Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT</b>						
Revenue	8.00	8.00	5.05	17.12	9.12	114.00 %
Expense	8.00	8.00	0.00	0.00	8.00	100.00 %
<b>Fund: SD625 - OLD BROOKSIDE DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>5.05</b>	<b>17.12</b>	<b>17.12</b>	<b>0.00 %</b>
<b>Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT</b>						
Revenue	5.00	5.00	3.49	11.82	6.82	136.40 %
Expense	5.00	5.00	0.00	0.00	5.00	100.00 %
<b>Fund: SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>3.49</b>	<b>11.82</b>	<b>11.82</b>	<b>0.00 %</b>
<b>Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT</b>						
Revenue	8,505.00	8,505.00	5.50	1,628.64	-6,876.36	80.85 %
Expense	8,505.00	8,505.00	0.00	0.00	8,505.00	100.00 %
<b>Fund: SD635 - WATERFORD POINT DRAINAGE DISTRICT Surplus (Deficit..</b>	<b>0.00</b>	<b>0.00</b>	<b>5.50</b>	<b>1,628.64</b>	<b>1,628.64</b>	<b>0.00 %</b>
<b>Fund: SD640 - STABLEGATE DRAINAGE DISTRICT</b>						
Revenue	8.00	8.00	6.64	22.52	14.52	181.50 %
Expense	8.00	8.00	0.00	0.00	8.00	100.00 %
<b>Fund: SD640 - STABLEGATE DRAINAGE DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>6.64</b>	<b>22.52</b>	<b>22.52</b>	<b>0.00 %</b>
<b>Fund: SF450 - FIRE PROTECTION</b>						
Revenue	1,490,200.00	1,490,200.00	0.00	1,366,259.20	-123,940.80	8.32 %
Expense	1,490,200.00	1,490,200.00	1,490,000.00	1,490,000.00	200.00	0.01 %
<b>Fund: SF450 - FIRE PROTECTION Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-1,490,000.00</b>	<b>-123,740.80</b>	<b>-123,740.80</b>	<b>0.00 %</b>
<b>Fund: SL700 - CENTERPOINT LIGHTING DISTRICT</b>						
Revenue	1,814.00	1,814.00	1.26	1,812.52	-1.48	0.08 %
Expense	1,814.00	1,814.00	200.22	463.70	1,350.30	74.44 %
<b>Fund: SL700 - CENTERPOINT LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-198.96</b>	<b>1,348.82</b>	<b>1,348.82</b>	<b>0.00 %</b>
<b>Fund: SL705 - FOX RIDGE LIGHTING DISTRICT</b>						
Revenue	14,900.00	14,900.00	4.02	13,114.70	-1,785.30	11.98 %
Expense	14,900.00	14,900.00	922.43	1,881.64	13,018.36	87.37 %
<b>Fund: SL705 - FOX RIDGE LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-918.41</b>	<b>11,233.06</b>	<b>11,233.06</b>	<b>0.00 %</b>
<b>Fund: SL710 - LANDINGS LIGHTING DISTRICT</b>						
Revenue	1.00	1.00	0.46	1.57	0.57	57.00 %
Expense	1.00	1.00	0.00	0.00	1.00	100.00 %
<b>Fund: SL710 - LANDINGS LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>0.46</b>	<b>1.57</b>	<b>1.57</b>	<b>0.00 %</b>
<b>Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT</b>						
Revenue	533.00	533.00	1.32	534.51	1.51	0.28 %
Expense	533.00	533.00	34.09	78.62	454.38	85.25 %
<b>Fund: SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT Surplus (Defi...</b>	<b>0.00</b>	<b>0.00</b>	<b>-32.77</b>	<b>455.89</b>	<b>455.89</b>	<b>0.00 %</b>
<b>Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT</b>						
Revenue	1,600.00	1,600.00	1.13	1,600.99	0.99	0.06 %
Expense	1,600.00	1,600.00	142.17	296.77	1,303.23	81.45 %
<b>Fund: SL720 - FALLBROOK PARK LIGHTING DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>-141.04</b>	<b>1,304.22</b>	<b>1,304.22</b>	<b>0.00 %</b>

## Budget Report-JM

For Fiscal: 2023 Period Ending: 03/31/2023

Account Typ...	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)	Percent Remaining
<b>Fund: SM900 - UPTOWN BUSINESS IMPROVEMENT DISTRICT</b>						
Revenue	105,500.00	105,500.00	38.56	105,530.75	30.75	0.03 %
Expense	105,500.00	105,500.00	0.00	0.00	105,500.00	100.00 %
<b>Fund: SM900 - UPTOWN BUSINESS IMPROVEMENT DISTRICT Surplus (...)</b>	<b>0.00</b>	<b>0.00</b>	<b>38.56</b>	<b>105,530.75</b>	<b>105,530.75</b>	<b>0.00 %</b>
<b>Fund: SS800 - SANITARY SEWER</b>						
Revenue	18,224.00	18,224.00	6.68	18,232.66	8.66	0.05 %
Expense	18,224.00	18,224.00	0.00	0.00	18,224.00	100.00 %
<b>Fund: SS800 - SANITARY SEWER Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>6.68</b>	<b>18,232.66</b>	<b>18,232.66</b>	<b>0.00 %</b>
<b>Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT</b>						
Revenue	1,999,377.00	1,999,377.00	6,183.07	709,540.94	-1,289,836.06	64.51 %
Expense	1,999,377.00	2,000,650.50	69,039.27	155,701.16	1,844,949.34	92.22 %
<b>Fund: SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT Surpl...</b>	<b>0.00</b>	<b>-1,273.50</b>	<b>-62,856.20</b>	<b>553,839.78</b>	<b>555,113.28</b>	<b>43,589.58 %</b>
<b>Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT</b>						
Revenue	83,654.00	83,654.00	33.70	95,679.65	12,025.65	14.38 %
Expense	83,654.00	83,654.00	0.00	0.00	83,654.00	100.00 %
<b>Fund: SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT Surplus..</b>	<b>0.00</b>	<b>0.00</b>	<b>33.70</b>	<b>95,679.65</b>	<b>95,679.65</b>	<b>0.00 %</b>
<b>Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT</b>						
Revenue	221,016.00	221,016.00	19.90	221,114.75	98.75	0.04 %
Expense	221,016.00	221,016.00	0.00	220,976.00	40.00	0.02 %
<b>Fund: SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT Surplus..</b>	<b>0.00</b>	<b>0.00</b>	<b>19.90</b>	<b>138.75</b>	<b>138.75</b>	<b>0.00 %</b>
<b>Fund: SW525 - MCINTYRE ROAD WATER DISTRICT</b>						
Revenue	8,351.00	8,351.00	4.14	7,257.05	-1,093.95	13.10 %
Expense	8,351.00	8,351.00	0.00	0.00	8,351.00	100.00 %
<b>Fund: SW525 - MCINTYRE ROAD WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>4.14</b>	<b>7,257.05</b>	<b>7,257.05</b>	<b>0.00 %</b>
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT</b>						
Revenue	18,547.00	18,547.00	1.36	18,554.83	7.83	0.04 %
Expense	18,547.00	18,547.00	0.00	18,547.00	0.00	0.00 %
<b>Fund: SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT Surpl...</b>	<b>0.00</b>	<b>0.00</b>	<b>1.36</b>	<b>7.83</b>	<b>7.83</b>	<b>0.00 %</b>
<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT</b>						
Revenue	15,658.00	15,658.00	7.35	15,170.91	-487.09	3.11 %
Expense	15,658.00	15,658.00	0.00	0.00	15,658.00	100.00 %
<b>Fund: SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT Surplus (De..</b>	<b>0.00</b>	<b>0.00</b>	<b>7.35</b>	<b>15,170.91</b>	<b>15,170.91</b>	<b>0.00 %</b>
<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT</b>						
Revenue	14,105.00	14,105.00	6.36	12,315.56	-1,789.44	12.69 %
Expense	14,105.00	14,105.00	0.00	0.00	14,105.00	100.00 %
<b>Fund: SW540 - HOPKINS GRIMBLE WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>6.36</b>	<b>12,315.56</b>	<b>12,315.56</b>	<b>0.00 %</b>
<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT</b>						
Revenue	3,791.00	3,791.00	2.85	3,799.66	8.66	0.23 %
Expense	3,791.00	3,791.00	0.00	0.00	3,791.00	100.00 %
<b>Fund: SW545 - HICKOX ROAD WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>2.85</b>	<b>3,799.66</b>	<b>3,799.66</b>	<b>0.00 %</b>
<b>Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT</b>						
Revenue	6,779.00	6,779.00	3.02	6,135.24	-643.76	9.50 %
Expense	6,779.00	6,779.00	0.00	0.00	6,779.00	100.00 %
<b>Fund: SW550 - NOTT RD EXT. 40 WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>3.02</b>	<b>6,135.24</b>	<b>6,135.24</b>	<b>0.00 %</b>
<b>Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT</b>						
Revenue	11,738.00	11,738.00	5.73	11,750.42	12.42	0.11 %
Expense	11,738.00	11,738.00	0.00	0.00	11,738.00	100.00 %
<b>Fund: SW555 - CO RD 32 EXT. 41 WATER DISTRICT Surplus (Deficit):</b>	<b>0.00</b>	<b>0.00</b>	<b>5.73</b>	<b>11,750.42</b>	<b>11,750.42</b>	<b>0.00 %</b>
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>-190,786.62</b>	<b>-1,514,244.46</b>	<b>1,327,459.34</b>	<b>1,518,245.96</b>	<b>795.78 %</b>



## Fund Summary

Fund	Original Total Budget	Current Total Budget	Period Activity	Fiscal Activity	Variance Favorable (Unfavorable)
AA100 - GENERAL FUND	0.00	-117,017.41	-158,743.81	-144,300.77	-27,283.36
AA231 - CONTINGENT/TAX RESERVE	0.00	0.00	503,717.55	507,018.59	507,018.59
AA232 - CAMPUS REPAIR RESERVE	0.00	0.00	804.10	2,231.47	2,231.47
AA233 - TECHNOLOGY RESERVE	0.00	0.00	180.26	500.26	500.26
AA234 - OPEN SPACE RESERVE	0.00	0.00	5,804.11	14,720.69	14,720.69
AA235 - NYS EMPLOYEE SYSTEM RE:	0.00	0.00	728.92	2,022.89	2,022.89
AA237 - BONDED INDEBTEDNESS RE	0.00	0.00	844.93	2,344.82	2,344.82
AA238 - SOLID WASTE MANAGEMEN	0.00	0.00	3,141.29	8,717.56	8,717.56
CM100 - NEW RECREATION REVENU	0.00	0.00	7,669.21	10,024.84	10,024.84
DA100 - HIGHWAY	0.00	-72,495.71	-284,704.43	240,583.72	313,079.43
DA230 - HWY EQUIPMENT RESERVE	0.00	0.00	1,222.56	3,392.80	3,392.80
DA232 - HWY IMPROVEMENT RESE	0.00	0.00	1,307.60	3,628.81	3,628.81
DA235 - SNOW/ICE REMOVAL RD RI	0.00	0.00	805.16	2,234.39	2,234.39
HH100 - CAPITAL PROJECTS	0.00	0.00	-38,142.47	-55,009.22	-55,009.22
SD600 - RT 332 DRAINAGE DISTRICT	0.00	0.00	-4,912.21	5,175.79	5,175.79
SD605 - LAKEWOOD MEADOWS DR	0.00	0.00	8.58	1,961.11	1,961.11
SD610 - ASHTON DRAINAGE DISTRI	0.00	0.00	5.36	18.18	18.18
SD615 - FOX RIDGE DRAINAGE DIST	0.00	0.00	12.61	42.77	42.77
SD620 - LANDINGS DRAINAGE DIST	0.00	0.00	2.81	9.52	9.52
SD625 - OLD BROOKSIDE DRAINAGE	0.00	0.00	5.05	17.12	17.12
SD630 - LAKESIDE ESTATES DRAIN	0.00	0.00	3.49	11.82	11.82
SD635 - WATERFORD POINT DRAIN	0.00	0.00	5.50	1,628.64	1,628.64
SD640 - STABLEGATE DRAINAGE DIS	0.00	0.00	6.64	22.52	22.52
SF450 - FIRE PROTECTION	0.00	0.00	-1,490,000.00	-123,740.80	-123,740.80
SL700 - CENTERPOINT LIGHTING DIS	0.00	0.00	-198.96	1,348.82	1,348.82
SL705 - FOX RIDGE LIGHTING DISTRI	0.00	0.00	-918.41	11,233.06	11,233.06
SL710 - LANDINGS LIGHTING DISTRI	0.00	0.00	0.46	1.57	1.57
SL715 - LAKEWOOD MEADOWS LIG	0.00	0.00	-32.77	455.89	455.89
SL720 - FALLBROOK PARK LIGHTING	0.00	0.00	-141.04	1,304.22	1,304.22
SM900 - UPTOWN BUSINESS IMPRC	0.00	0.00	38.56	105,530.75	105,530.75
SS800 - SANITARY SEWER	0.00	0.00	6.68	18,232.66	18,232.66
SW500 - CANANDAIGUA CONSOLID.	0.00	-1,273.50	-62,856.20	553,839.78	555,113.28
SW505 - CANANDAIGUA BRISTOL JC	0.00	0.00	33.70	95,679.65	95,679.65
SW515 - CANANDAIGUA-FARMINGT	0.00	0.00	19.90	138.75	138.75
SW525 - MCINTYRE ROAD WATER D	0.00	0.00	4.14	7,257.05	7,257.05
SW530 - EMERSON ALLEN TOWNLIN	0.00	0.00	1.36	7.83	7.83
SW535 - EX 36 - COUNTY ROAD #30	0.00	0.00	7.35	15,170.91	15,170.91
SW540 - HOPKINS GRIMBLE WATER	0.00	0.00	6.36	12,315.56	12,315.56
SW545 - HICKOX ROAD WATER DIST	0.00	0.00	2.85	3,799.66	3,799.66
SW550 - NOTT RD EXT. 40 WATER D	0.00	0.00	3.02	6,135.24	6,135.24
SW555 - CO RD 32 EXT. 41 WATER I	0.00	0.00	5.73	11,750.42	11,750.42
<b>Report Surplus (Deficit):</b>	<b>0.00</b>	<b>-190,786.62</b>	<b>-1,514,244.46</b>	<b>1,327,459.34</b>	<b>1,518,245.96</b>



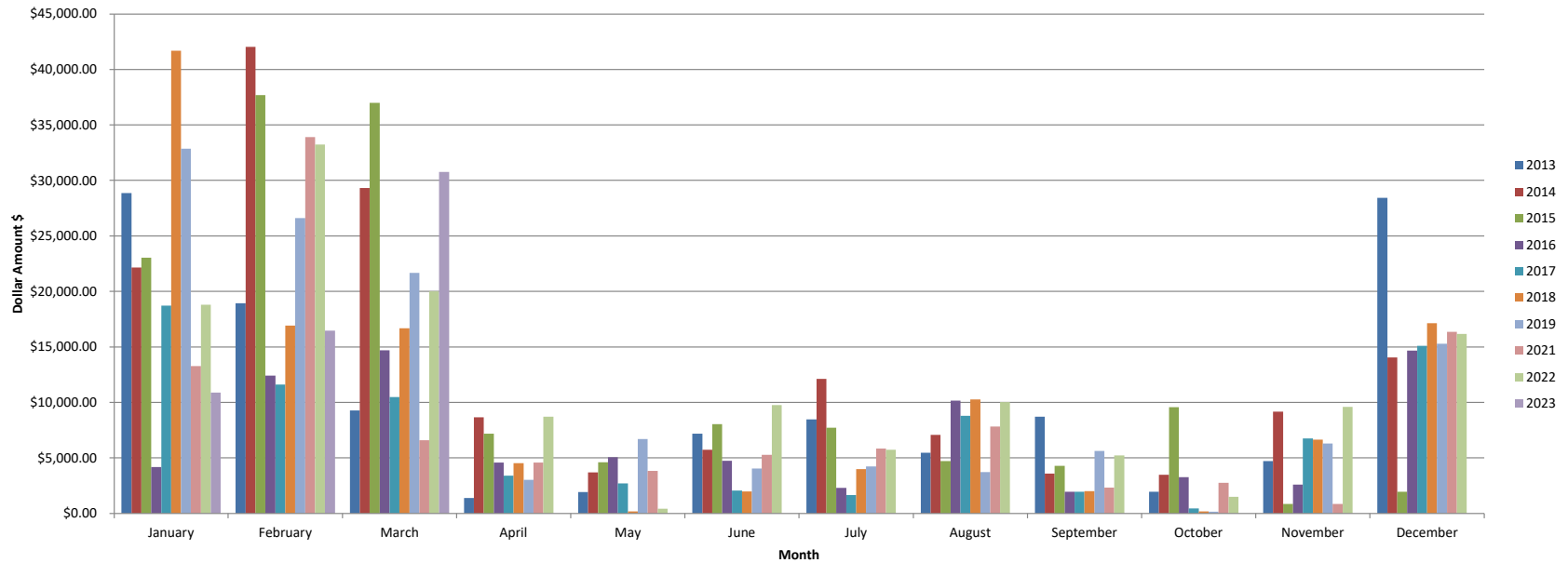
# Fund Balance Report

As Of 03/31/2023

Fund	Beginning Balance	Total Revenues	Total Expenses	Ending Balance
AA100 - GENERAL FUND	4,636,819.71	1,302,575.75	1,446,876.52	4,492,518.94
AA231 - CONTINGENT/TAX RESERVE	481,286.43	507,018.59	0.00	988,305.02
AA232 - CAMPUS REPAIR RESERVE	208,110.45	2,231.47	0.00	210,341.92
AA233 - TECHNOLOGY RESERVE	46,656.05	500.26	0.00	47,156.31
AA234 - OPEN SPACE RESERVE	1,297,471.84	14,720.69	0.00	1,312,192.53
AA235 - NYS EMPLOYEE SYSTEM RESERVE	188,656.37	2,022.89	0.00	190,679.26
AA237 - BONDED INDEBTEDNESS RESERVE	218,680.21	2,344.82	0.00	221,025.03
AA238 - SOLID WASTE MANAGEMENT RESERVE	813,014.09	8,717.56	0.00	821,731.65
CM100 - NEW RECREATION REVENUE FUND	529,839.69	10,024.84	0.00	539,864.53
CR100 - PARKS & REC FBC REVENUE FUND	0.00	0.00	0.00	0.00
DA100 - HIGHWAY	430,556.19	1,075,886.36	835,302.64	671,139.91
DA230 - HWY EQUIPMENT RESERVE	316,418.84	3,392.80	0.00	319,811.64
DA232 - HWY IMPROVEMENT RESERVE	338,426.70	3,628.81	0.00	342,055.51
DA235 - SNOW/ICE REMOVAL RD REPAIR RESERVE	208,379.96	2,234.39	0.00	210,614.35
HH100 - CAPITAL PROJECTS	1,690,324.41	4,295.15	59,304.37	1,635,315.19
KA100 - FIXED ASSETS	0.00	0.00	0.00	0.00
SD600 - RT 332 DRAINAGE DISTRICT	108,915.57	10,129.69	4,953.90	114,091.36
SD605 - LAKEWOOD MEADOWS DRAINAGE DISTRICT	21,531.35	1,961.11	0.00	23,492.46
SD610 - ASHTON DRAINAGE DISTRICT	14,651.88	18.18	0.00	14,670.06
SD615 - FOX RIDGE DRAINAGE DISTRICT	34,472.91	42.77	0.00	34,515.68
SD620 - LANDINGS DRAINAGE DISTRICT	7,671.15	9.52	0.00	7,680.67
SD625 - OLD BROOKSIDE DRAINAGE DISTRICT	13,792.33	17.12	0.00	13,809.45
SD630 - LAKESIDE ESTATES DRAINAGE DISTRICT	9,527.85	11.82	0.00	9,539.67
SD635 - WATERFORD POINT DRAINAGE DISTRICT	13,415.37	1,628.64	0.00	15,044.01
SD640 - STABLEGATE DRAINAGE DISTRICT	18,144.29	22.52	0.00	18,166.81
SF450 - FIRE PROTECTION	74,581.84	1,366,259.20	1,490,000.00	-49,158.96
SL700 - CENTERPOINT LIGHTING DISTRICT	2,096.21	1,812.52	463.70	3,445.03
SL705 - FOX RIDGE LIGHTING DISTRICT	-241.95	13,114.70	1,881.64	10,991.11
SL710 - LANDINGS LIGHTING DISTRICT	1,260.09	1.57	0.00	1,261.66
SL715 - LAKEWOOD MEADOWS LIGHTING DISTRICT	3,150.46	534.51	78.62	3,606.35
SL720 - FALLBROOK PARK LIGHTING DISTRICT	1,781.05	1,600.99	296.77	3,085.27
SM900 - UPTOWN BUSINESS IMPROVEMENT DISTRICT	0.00	105,530.75	0.00	105,530.75
SS800 - SANITARY SEWER	59.47	18,232.66	0.00	18,292.13
SW500 - CANANDAIGUA CONSOLIDATED WATER DISTRICT	1,641,425.80	709,540.94	155,701.16	2,195,265.58
SW505 - CANANDAIGUA BRISTOL JOINT WATER DISTRICT	14,535.90	95,679.65	0.00	110,215.55
SW515 - CANANDAIGUA-FARMINGTON WATER DISTRICT	54,307.90	221,114.75	220,976.00	54,446.65
SW520 - ANDREWS - NORTH ROAD WATER DISTRICT	0.00	0.00	0.00	0.00
SW525 - MCINTYRE ROAD WATER DISTRICT	4,084.97	7,257.05	0.00	11,342.02
SW530 - EMERSON ALLEN TOWNLINE RD WATER DISTRICT	3,703.05	18,554.83	18,547.00	3,710.88
SW535 - EX 36 - COUNTY ROAD #30 WATER DISTRICT	4,932.28	15,170.91	0.00	20,103.19
SW540 - HOPKINS GRIMBLE WATER DISTRICT	5,077.14	12,315.56	0.00	17,392.70
SW545 - HICKOX ROAD WATER DISTRICT	-18,507.30	3,799.66	0.00	-14,707.64
SW550 - NOTT RD EXT. 40 WATER DISTRICT	2,136.33	6,135.24	0.00	8,271.57
SW555 - CO RD 32 EXT. 41 WATER DISTRICT	-54,488.16	11,750.42	0.00	-42,737.74
TC100 - CUSTODIAL FUNDS	0.00	0.00	0.00	0.00
<b>Report Total:</b>	<b>13,386,658.72</b>	<b>5,561,841.66</b>	<b>4,234,382.32</b>	<b>14,714,118.06</b>

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022	2023
January	\$28,862.28	\$22,155.51	\$23,046.67	\$4,183.58	\$18,707.18	\$41,679.61	\$32,857.11	\$27,324.64	\$13,273.75	\$ 18,807.71	\$ 10,881.92
February	\$18,935.61	\$42,035.88	\$37,674.78	\$12,418.13	\$11,601.64	\$16,910.89	\$26,602.24	\$20,572.14	\$33,905.16	\$ 33,238.23	\$ 16,472.84
March	\$9,287.84	\$29,302.83	\$36,977.77	\$14,682.85	\$10,491.75	\$16,677.83	\$21,675.11	\$10,122.18	\$6,592.62	\$ 20,001.47	\$ 30,763.33
April	\$1,401.60	\$8,649.62	\$7,173.22	\$4,584.14	\$3,402.95	\$4,524.16	\$3,033.55	\$6,204.17	\$4,592.96	\$ 8,712.98	
May	\$1,914.73	\$3,707.54	\$4,618.01	\$5,061.36	\$2,715.51	\$178.52	\$6,696.39	\$236.97	\$3,819.66	\$ 421.25	
June	\$7,188.71	\$5,730.26	\$8,040.67	\$4,741.15	\$2,060.55	\$1,984.64	\$4,053.52	\$1,112.97	\$5,287.97	\$ 9,752.83	
July	\$8,475.63	\$12,116.04	\$7,718.19	\$2,298.19	\$1,664.52	\$4,001.48	\$4,222.09	\$5,123.36	\$5,855.13	\$ 5,725.84	
August	\$5,479.85	\$7,085.96	\$4,720.03	\$10,152.84	\$8,794.31	\$10,281.09	\$3,710.81	\$375.47	\$7,826.98	\$ 10,027.05	
September	\$8,704.27	\$3,575.99	\$4,299.72	\$1,962.98	\$1,940.93	\$2,009.68	\$5,625.97	\$947.17	\$2,322.81	\$ 5,229.27	
October	\$1,948.35	\$3,476.09	\$9,558.24	\$3,273.32	\$459.55	\$173.01	\$145.03	\$5,423.05	\$2,766.33	\$ 1,504.76	
November	\$4,708.75	\$9,158.92	\$844.76	\$2,596.51	\$6,743.01	\$6,656.18	\$6,289.66	\$3,912.18	\$854.43	\$ 9,598.69	
December	\$28,423.96	\$14,038.96	\$1,957.16	\$14,667.81	\$15,086.85	\$17,126.83	\$15,295.31	\$13,596.37	\$16,354.79	\$ 16,168.70	
Totals	\$125,331.58	\$161,033.60	\$146,629.22	\$80,622.86	\$83,668.75	\$122,203.92	\$130,206.79	\$94,950.67	\$103,452.59	\$ 139,188.78	\$ 58,118.09

**Overtime Amounts for All Employees  
2013-2023**





# ATTACHMENT 3



Town of Canandaigua , NY

# Budget Adjustment Register

## Adjustment Detail

Packet: GLPKT02408 - 2023-04-05 JM Budget Transfer

Adjustment Number	Budget Code	Description	Adjustment Date		
BA0000341	2023 Adopted Town Budget	Increase budget for Annual EAP services	4/5/2023		
Summary Description:	\$1386.00 was budgeted for Annual EAP services and the invoice came in at \$1,403.04 requiring a budget transfer of \$17.04 to cover the cost.				
Account Number	Account Name	Adjustment Description	Before	Adjustment	After
<a href="#">AA100.1430.420.00000</a>	PERSONNEL.EAP HUMAN RESOU...	Increase budget for Annual EAP services	1,386.00	17.04	1,403.04
February:	17.04				
<a href="#">AA100.1990.400.00000</a>	CONTINGENCY	Increase budget for Annual EAP services	124,453.00	-17.04	124,435.96
February:	-17.04				

**Budget Adjustment Register**

Packet: GLPKT02408 - 2023-04-05 JM Budget Transfer

**Budget Code Summary**

Budget	Budget Description	Account	Account Description	Before	Adjustment	After
2023 Adopted	2023 Adopted Town Budget	<a href="#">AA100.1430.420.00000</a>	PERSONNEL.EAP HUMAN RESOURCE	1,386.00	17.04	1,403.04
		<a href="#">AA100.1990.400.00000</a>	CONTINGENCY	124,453.00	-17.04	124,435.96
		2023 Adopted Total:		125,839.00	0.00	125,839.00
		Grand Total:		125,839.00	0.00	125,839.00

## Fund Summary

Fund	Before	Adjustment	After
Budget Code:2023 Adopted - 2023 Adopted Town Budget Fiscal: 2023			
AA100	125,839.00	0.00	125,839.00
Budget Code 2023 Adopted Total:	125,839.00	0.00	125,839.00
Grand Total:	125,839.00	0.00	125,839.00



# ATTACHMENT 4

# INVOICE

**Regional International Corp.**

1007 Lehigh Station Rd.  
Henrietta, NY 14467  
Phone (585) 359-2011  
Fax (585) 359-2418

NYS Reg. Facility & Dismantler No. 7049760

**Regional International of WNY, INC.**

2425 Walden Ave PO Box 247  
Buffalo, NY 14225  
Phone (716) 681-9500  
Fax (716) 681-3138

NYS Reg. Facility No. 7007440

**Regional International Corp.**

3515 Gates Rd and Routes 5 & 20  
Geneva, NY 14456  
Phone (315) 789-8543  
Fax (315) 781-1840

NYS Reg. Facility No. 7049759

Invoice: **01H18425**

Invoice Date: **01/13/2023**

Deal/Package: **8635/1**

Branch: **1**

Department: **State Cont**

**Bill-To:**

TOWN OF CANANDAIGUA  
5440 RT 5 & 20  
CANANDAIGUA, NY 14424

**Ship-To:**

TOWN OF CANANDAIGUA  
5440 RT 5 & 20  
CANANDAIGUA, NY 14424

ID: 76531

Ph: 585-394-3300

P/O:

Salesperson: Wade Ayers

+ SOLD UNIT(S)

Stock Number: **26320SC**

Price: \$245,559.71

VIN: **3HTPCAPT9NN106587**

Year: **2022**

Make: **International**

Model: **HX620**

**Total Sold Unit(s): \$245,559.71**

Total FET: \$0.00

**Total: \$245,559.71**

Net: \$245,559.71

**Balance Due: \$245,559.71**

**Remit Balance Due To:**

Regional International - Henrietta  
1007 Lehigh Station Rd  
Henrietta, NY 14467

# ATTACHMENT 5

BRONZE	# enrolled	23-24 Monthly Premium	5%	22-23 Monthly Premium	Monthly Increase	10%	Employee Monthly Cost	Town Monthly Cost	Total Monthly Cost	Town yearly cost
Single	7	\$ 501.06	\$ 25.05	\$ 456.66	\$ 44.40	\$ 4.44	\$ 29.49	\$ 471.57	\$ 3,300.97	\$ 39,611.63
S&S	6	\$ 1,002.12	\$ 50.11	\$ 913.32	\$ 88.80	\$ 8.88	\$ 58.99	\$ 943.13	\$ 5,658.80	\$ 67,905.65
S&C	2	\$ 851.80	\$ 42.59	\$ 776.32	\$ 75.48	\$ 7.55	\$ 50.14	\$ 801.66	\$ 1,603.32	\$ 19,239.89
Family	3	\$ 1,428.02	\$ 71.40	\$ 1,301.48	\$ 126.54	\$ 12.65	\$ 84.06	\$ 1,343.97	\$ 4,031.90	\$ 48,382.74
										\$ 175,139.90

SILVER	# enrolled	23-24 Monthly Premium	10%	22-23 Monthly Premium	Monthly Increase	10%	Employee Monthly Cost	Town Monthly Cost	Total Monthly Cost	Town yearly cost
Single		\$ 629.83	\$ 62.98	\$ 579.74	\$ 50.09	\$ 5.01	\$ 67.99	\$ 561.84	\$ -	\$ -
S&S	3	\$ 1,259.66	\$ 125.97	\$ 1,159.48	\$ 100.18	\$ 10.02	\$ 135.98	\$ 1,123.68	\$ 3,371.03	\$ 40,452.34
S&C	1	\$ 1,070.71	\$ 107.07	\$ 985.56	\$ 85.15	\$ 8.52	\$ 115.59	\$ 955.12	\$ 955.12	\$ 11,461.49
Family	2	\$ 1,795.02	\$ 179.50	\$ 1,652.26	\$ 142.76	\$ 14.28	\$ 193.78	\$ 1,601.24	\$ 3,202.48	\$ 38,429.81
										\$ 90,343.63

GOLD 17	# enrolled	23-24 Monthly Premium	23-24 Yearly Premium	Town Yearly Contribution to Premium (equal to Silver2)	Employee Yearly Contribution	Monthly Employee Contribution	Employee biweekly			Town yearly cost
Single		\$ 776.17	\$ 9,314.04	\$ 6,742.06	\$ 2,571.98	\$ 214.33	\$ 98.92			\$ -
S&S	1	\$ 1,552.34	\$ 18,628.08	\$ 13,484.11	\$ 5,143.97	\$ 428.66	\$ 197.85			\$ 13,484.11
S&C		\$ 1,319.49	\$ 15,833.88	\$ 11,461.49	\$ 4,372.39	\$ 364.37	\$ 168.17			\$ -
Family	2	\$ 2,212.08	\$ 26,544.96	\$ 19,214.90	\$ 7,330.06	\$ 610.84	\$ 281.93			\$ 38,429.80
										\$ 51,913.91

2023 Adopted Budget	Medical	HSA	Buy Out
General AA100.9060.	\$ 171,100.00	\$ 44,400.00	\$ 7,000.00
Water SW500.9060	\$ 29,525.00	\$ 11,500.00	\$ 3,000.00
Highway DA100.9060	\$ 133,100.00	\$ 43,700.00	\$ 6,000.00
<b>TOTAL:</b>	<b>\$ 333,725.00</b>	<b>\$ 99,600.00</b>	<b>\$ 16,000.00</b>
Jan-Jun (22-23 Rates)	\$ 155,549.26	\$ 49,400.00	
Jul-Dec (23-24 Rates)	\$ 158,698.72	\$ 37,150.00	
<b>TOTAL:</b>	<b>\$ 314,247.98</b>	<b>\$ 86,550.00</b>	<b>\$ 18,000.00</b>

Premium Total:	\$ 317,397.45
HSA/HRA Total	\$ 74,300.00
Medical Buyout (9)	\$ 18,000.00

Total: \$ 409,697.45

<b>HSA/HRA</b>	<b>TOTAL</b>
\$ 2,500.00	\$ 17,500.00
\$ 5,000.00	\$ 7,200.00
\$ 5,000.00	\$ 10,000.00
\$ 5,000.00	\$ 15,000.00
	<b>\$ 49,700.00</b>
<b>HSA/HRA</b>	<b>TOTAL</b>
\$ 1,500.00	\$ -
\$ 3,000.00	\$ 9,000.00
\$ 3,000.00	\$ 3,000.00
\$ 3,000.00	\$ 6,000.00
	<b>\$ 18,000.00</b>
<b>HRA</b>	<b>TOTAL</b>
\$ 1,100.00	\$ -
\$ 2,200.00	\$ 2,200.00
\$ 2,200.00	\$ -
\$ 2,200.00	\$ 4,400.00
	<b>\$ 6,600.00</b>

<b>BRONZE</b>	<b>New Employee per pay period (26 weeks)</b>	<b>Employee Cost Difference V. LY</b>	<b>Town yearly cost per plan w/ HSA</b>
Single	\$ 13.61	\$ 1.04	\$ 8,158.80
S&S	\$ 27.22	\$ 2.09	\$ 16,317.61
S&C	\$ 23.14	\$ 1.78	\$ 14,619.94
Family	\$ 38.79	\$ 2.97	\$ 21,127.58
<b>SILVER</b>	<b>New Employee per pay period (26 weeks)</b>	<b>Employee Cost Difference V. LY</b>	<b>Town yearly cost per plan w/ HSA</b>
Single	\$ 31.38	\$ 2.41	\$ 8,242.06
S&S	\$ 62.76	\$ 4.82	\$ 16,484.11
S&C	\$ 53.35	\$ 4.10	\$ 14,461.49
Family	\$ 89.44	\$ 6.87	\$ 22,214.90
<b>GOLD</b>	<b>New Employee per pay period (26 weeks)</b>	<b>Employee Cost Difference V. LY</b>	<b>Town yearly cost per plan w/ HSA</b>
Single	\$ 98.92	\$ 23.31	\$ 7,842.06
S&S	\$ 197.85	\$ 46.61	\$ 15,684.11
S&C	\$ 168.17	\$ 39.63	\$ 13,661.49
Family	\$ 281.93	\$ 66.43	\$ 21,414.90



Version Updated: 12/22/2022

Rating Region: Rochester

SimplyBlue Plus Bronze 4				SimplyBlue Plus Bronze 4			
Plan Overview							
Plan ID	78124NY1000169-00			78124NY1000169-00 (TQQV)			
Plan Name	SimplyBlue Plus Bronze 4			SimplyBlue Plus Bronze 4			
Aggregation Design	Family Aggregation			Family Aggregation			
Plan Highlights	A deductible is applied to all covered medical and prescription drug benefits. Preventive services are covered in full. Plan includes Active&Fit ExerciseRewards.			A deductible is applied to all covered medical and prescription drug benefits. Preventive services are covered in full. Plan includes Active&Fit ExerciseRewards.			
Plan Type	Deductible HSA			Deductible HSA			
HSA Eligible	Yes			Yes			
Quote Effective	07/01/2022 - 09/30/2022			07/01/2023 - 09/30/2023			
Rate (\$)	Small Group			Small Group			
Single	\$456.66			\$501.06			
Subscriber & Spouse	\$913.32			\$1,002.12			
Subscriber & Child(ren)	\$776.32			\$851.80			
Family	\$1,301.48			\$1,428.02			
Plan features							
Primary Care Physician (PCP)	Not Required			Not Required			
Referrals	Not Required			Not Required			
Out of network benefits	Covered at 100%, subject to the deductible			Covered at 100%, subject to the deductible			
Out of area benefits	Coverage provided worldwide through our BlueCard Network			Coverage provided worldwide through our BlueCard® Network			
Student/Dependent coverage	Qualified dependents are covered to age 26			Qualified dependents are covered to age 26			
Domestic partner	Covered			Covered			
Wellness Incentives	Active&Fit ExerciseRewards receive up to \$600 in rewards a year by visiting a qualified fitness facility or by tracking your steps using a wearable device. Save on Gym memberships with Active&Fit Direct.			Active&Fit ExerciseRewards: New in 2023 - Fitness center visits are worth 2 points! Earn up to \$600 in rewards a year by visiting a qualified fitness facility or by tracking your steps using a wearable device. Save on Gym memberships with Active&Fit Enterprise.			
Calm Stress Management Program	Not Applicable			New in 2023, a premium subscription to the Calm App is now an embedded benefit to help members experience better sleep, lower stress, and reduce anxiety.			
Plan cost-sharing highlights							
Plan cost-sharing highlights	In-Network	Out-of-Network	In-Network	Out-of-Network	In-Network	Out-of-Network	
Primary Care Office Visit	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	

SimplyBlue Plus Bronze 4			SimplyBlue Plus Bronze 4		
Specialist Office Visit	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Coinsurance	Covered at 100%	Covered at 100%	Covered at 100%	Covered at 100%	Covered at 100%
Deductible	In-Network: \$7,000 Individual / \$14,000 Family	Out-of-Network: \$10,000 Individual / \$20,000 Family	Out-of-Network: \$10,000 Individual / \$20,000 Family	In-Network: \$7,500 Individual / \$15,000 Family	Out-of-Network: \$10,000 Individual / \$20,000 Family
Out of pocket maximum	\$7,000 Individual / \$14,000 Family	\$10,000 Individual / \$20,000 Family	\$10,000 Individual / \$20,000 Family	\$7,500 Individual / \$15,000 Family	\$10,000 Individual / \$20,000 Family
Lifetime maximum	None	None	None	None	None
<b>Plan Benefits</b>					
Preventive Healthcare Services	In-Network	Out-of-Network	Out-of-Network	In-Network	Out-of-Network
Well child visits	Covered In Full	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered In Full	Covered at 100%, subject to the deductible
Adult routine physical exams	Covered In Full	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered In Full	Covered at 100%, subject to the deductible
+Adult immunizations	Covered In Full	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered In Full	Covered at 100%, subject to the deductible
+Mammography	Covered In Full	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered In Full	Covered at 100%, subject to the deductible
+Pap smear	Covered In Full	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered In Full	Covered at 100%, subject to the deductible
Routine GYN Exam	Covered In Full	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered In Full	Covered at 100%, subject to the deductible
+Prostate cancer screening	Covered In Full	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered In Full	Covered at 100%, subject to the deductible
+Colonoscopy	Preventive screenings covered in full	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Preventive screenings covered in full	Covered at 100%, subject to the deductible
+Family Planning Services	Covered In Full	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered In Full	Covered at 100%, subject to the deductible
Physician Office Services	In-Network	Out-of-Network	Out-of-Network	In-Network	Out-of-Network
Diagnostic Visits - In-Person or Virtual	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Telemedicine with MD/IV	Covered In Full, subject to deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered In Full, subject to deductible	Covered at 100%, subject to the deductible
Diagnostic x-rays	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Advanced Imaging Services	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Diagnostic laboratory and pathology	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Allergy tests	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Allergy injections	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Chemotherapy	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Radiation therapy	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Maternity Services	In-Network	Out-of-Network	Out-of-Network	In-Network	Out-of-Network
Prenatal care	Covered in full (Cost share may apply to ultrasounds, lab work and sick visits)	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered in full (Cost share may apply to ultrasounds, lab work and sick visits)	Covered at 100%, subject to the deductible
Hospital care for mom (including delivery)	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Newborn nursery care	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Prescription Drug	In-Network	Out-of-Network	Out-of-Network	In-Network	Out-of-Network



SimplyBlue Plus Bronze 4			
SimplyBlue Plus Bronze 4		SimplyBlue Plus Bronze 4	
Prescription Drug Coverage	Covered at 100%, subject to the plan deductible. Preventive drugs are not subject to the deductible; they are subject to the applicable copay or coinsurance.	Not Covered	Covered at 100%, subject to the plan deductible. Preventive drugs are not subject to the deductible; they are subject to the applicable copay or coinsurance.
Diabetic drugs, insulin, and supplies	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
<b>Inpatient Hospital Benefits</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Hospital benefits	Covered at 100% per admission for unlimited days, subject to the deductible	Covered at 100% per admission for unlimited days, subject to the deductible	Covered at 100% per admission for unlimited days, subject to the deductible
Physician visits in the hospital	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Inpatient physical rehabilitation	Covered at 100% per 60 day stay per admission per contract year, subject to the deductible	Covered at 100% per 60 day stay per admission per contract year, subject to the deductible	Covered at 100% per 60 day stay per admission per contract year, subject to the deductible
Surgery	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Anesthesia	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
<b>Emergency Care</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Emergency room care	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Freestanding urgent care center	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Ambulance	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
<b>Outpatient Hospital Benefits</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Diagnostic x-rays	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Advanced Imaging Services	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Diagnostic laboratory and pathology	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Surgical Care Facility Fee	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Chemotherapy	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Radiation Therapy	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
<b>Mental Health and Substance Use</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Inpatient mental health care	Covered at 100% per admission for unlimited days, subject to the deductible	Covered at 100% per admission for unlimited days, subject to the deductible	Covered at 100% per admission for unlimited days, subject to the deductible
Outpatient mental health care	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Inpatient substance use	Covered at 100% per admission for unlimited days, subject to the deductible	Covered at 100% per admission for unlimited days, subject to the deductible	Covered at 100% per admission for unlimited days, subject to the deductible
Outpatient substance use	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
<b>Other Services</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Skilled nursing facility	Covered at 100% per admission for 200 days per year, subject to the deductible	Covered at 100% per admission for 200 days per year, subject to the deductible	Covered at 100% per admission for 200 days per year, subject to the deductible

SimplyBlue Plus Bronze 4		SimplyBlue Plus Bronze 4	
Home care	Covered at 100% for up to 40 visits per year, subject to the deductible	Covered at 100% for up to 40 visits per year, subject to the deductible	Covered at 100% for up to 40 visits per year, subject to the deductible
Hospice	Covered at 100% for up to 210 visits per year, subject to the deductible	Covered at 100% for up to 210 visits per year, subject to the deductible	Covered at 100% for up to 210 visits per year, subject to the deductible
Outpatient therapy	Covered at 100%, subject to the deductible for physical, speech and occupational therapy for up to 60 visits per contract year	Covered at 100%, subject to the deductible for physical, speech and occupational therapy for up to 60 visits per contract year	Covered at 100%, subject to the deductible for physical, speech and occupational therapy for up to 60 visits per contract year
Durable medical equipment	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
External prosthetics	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Chiropractic	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Acupuncture	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Hearing Aids	Covered at 100%, subject to the deductible for a single purchase once every 3 years	Covered at 100%, subject to the deductible for a single purchase once every 3 years	Covered at 100%, subject to the deductible for a single purchase once every 3 years
<b>Vision Benefits</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Adult Routine Vision Exam	One routine exam covered in full per year, subject to the deductible	Covered at 100% for one routine exam every year, subject to the deductible	Covered at 100% for one routine exam every year, subject to the deductible
Adult Diagnostic Vision	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible
Adult Eyewear	Eyewear Reimbursement of \$100 per year	Eyewear Reimbursement of \$100 per year	Eyewear Reimbursement of \$100 per year
Pediatric Routine Vision Exam	Covered at 100% for one routine exam every year, subject to the deductible	Covered at 100% for one routine exam every year, subject to the deductible	Covered at 100% for one routine exam every year, subject to the deductible
Pediatric Eyewear	Covered at 100%, subject to the deductible for one purchase per plan year	Covered at 100%, subject to the deductible for one purchase per plan year	Covered at 100%, subject to the deductible for one purchase per plan year
<b>Dental Benefits</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Adult Dental Care	Not Covered	Not Covered	Not Covered
Pediatric Dental: Preventative & Routine	Preventive cleaning and exams not subject to the deductible. Preventive services covered at 100%, subject to the deductible. Routine services covered at 100%, subject to the deductible	Preventive cleaning and exams not subject to the deductible. Preventive services covered at 100%, subject to the deductible. Routine services covered at 100%, subject to the deductible	Preventive cleaning and exams not subject to the deductible. Preventive services covered at 100%, subject to the deductible. Routine services covered at 100%, subject to the deductible
Pediatric Major Dental Care & Medical Ortho	Covered at 100%, subject to the deductible	Covered at 100%, subject to the deductible and balance billing	Covered at 100%, subject to the deductible and balance billing
Accidental Dental - Outpatient Surgical	Covered at 100% for accidental injury to sound, natural teeth and for care due to congenital disease or anomaly, subject to the deductible	Covered at 100% for accidental injury to sound, natural teeth and for care due to congenital disease or anomaly, subject to the deductible	Covered at 100% for accidental injury to sound, natural teeth and for care due to congenital disease or anomaly, subject to the deductible

This is not a contract. It is intended to highlight the coverage of this program. Benefits are determined by the terms of the contract. All benefits are subject to medical necessity. All day and visit limits are combined limits for both in and out of network benefit. \*Preventive Services coverage required by the Federal Patient Protection and Affordable Care Act are not quoted herein. Please refer to the United States Preventive Services Task Force list of items and services rated "A" or "B" that are covered pursuant to the Federal Patient Protection and Affordable Care Act requirements.

Excelsus BlueCross BlueShield is a nonprofit independent licensee of the Blue Cross Blue Shield Association



Version Updated: 12/22/2022

Rating Region: Rochester

SimplyBlue Plus Silver 2		SimplyBlue Plus Silver 2	
Plan Overview			
Plan ID	78124NY1000057-00	78124NY1000057-00 (TPPP)	
Plan Name	SimplyBlue Plus Silver 2	SimplyBlue Plus Silver 2	
Aggregation Design	Family Aggregation	Family Aggregation	
Plan Highlights	A deductible is applied to all covered medical and prescription drug benefits. Preventive services are covered in full. Plan includes Active&Fit ExerciseRewards.	A deductible is applied to all covered medical and prescription drug benefits. Preventive services are covered in full. Plan includes Active&Fit ExerciseRewards.	
Plan Type	Deductible HSA	Deductible HSA	
HSA Eligible	Yes	Yes	
Quote Effective	07/01/2022 - 09/30/2022	07/01/2023 - 09/30/2023	
Rate (\$)	Small Group	Small Group	
Single	\$579.74	\$629.83	
Subscriber & Spouse	\$1,159.48	\$1,259.66	
Subscriber & Child(ren)	\$985.56	\$1,070.71	
Family	\$1,652.26	\$1,795.02	
Plan features			
Primary Care Physician (PCP)	Not Required	Not Required	
Referrals	Not Required	Not Required	
Out of network benefits	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	
Out of area benefits	Coverage provided worldwide through our BlueCard Network	Coverage provided worldwide through our BlueCard® Network	
Student/Dependent coverage	Qualified dependents are covered to age 26	Qualified dependents are covered to age 26	
Domestic partner	Covered	Covered	
Wellness Incentives	Active&Fit ExerciseRewards receive up to \$600 in rewards a year by visiting a qualified fitness facility or by tracking your steps using a wearable device. Save on Gym memberships with Active&Fit Direct.	Active&Fit ExerciseRewards: New in 2023 - Fitness center visits are worth 2 points! Earn up to \$600 in rewards a year by visiting a qualified fitness facility or by tracking your steps using a wearable device. Save on Gym memberships with Active&Fit Enterprise.	
Calm Stress Management Program	Not Applicable	New in 2023, a premium subscription to the Calm App is now an embedded benefit to help members experience better sleep, lower stress, and reduce anxiety.	
Plan cost-sharing highlights			
Plan cost-sharing highlights	In-Network	In-Network	Out-of-Network
Primary Care Office Visit	Covered at 80%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible

SimplyBlue Plus Silver 2				SimplyBlue Plus Silver 2			
Specialist Office Visit	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Coinurance	Covered at 80%	Covered at 60%	Covered at 80%	Covered at 60%	Covered at 80%	Covered at 60%	Covered at 80%
Deductible	In-Network: \$2,600 Individual / \$5,200 Family	Out-of-Network: \$5,000 Individual / \$10,000 Family	Out-of-Network: \$5,000 Individual / \$10,000 Family	Out-of-Network: \$5,000 Individual / \$10,000 Family	In-Network: \$3,000 Individual / \$6,000 Family	Out-of-Network: \$5,000 Individual / \$10,000 Family	Out-of-Network: \$5,000 Individual / \$10,000 Family
Out of pocket maximum	\$7,000 Individual / \$14,000 Family			\$10,000 Individual / \$20,000 Family	\$7,500 Individual / \$15,000 Family		\$10,000 Individual / \$20,000 Family
Lifetime maximum	None	None	None	None	None	None	None
Plan Benefits							
Preventive/Healthcare Services	In-Network	Out-of-Network	Out-of-Network	In-Network	Out-of-Network	Out-of-Network	Out-of-Network
Well child visits	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Adult routine physical exams	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
+Adult immunizations	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
+Mammography	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
+Pap smear	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Routine GYN Exam	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
+Prostate cancer screening	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
+Colonoscopy	Preventive screenings covered in full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Preventive screenings covered in full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
+Family Planning Services	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered In Full	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Physician/Office Services	In-Network	Out-of-Network	Out-of-Network	In-Network	Out-of-Network	Out-of-Network	Out-of-Network
Diagnostic Visits - In-Person or Virtual	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Telemedicine with MD/Live	Covered In Full, subject to deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered In Full, subject to deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Diagnostic x-rays	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Advanced Imaging Services	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Diagnostic laboratory and pathology	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Allergy tests	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Allergy injections	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Chemotherapy	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Radiation therapy	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Maternity/Services	In-Network	Out-of-Network	Out-of-Network	In-Network	Out-of-Network	Out-of-Network	Out-of-Network
Prenatal care	Covered in full (Cost share may apply to ultrasounds, lab work and sick visits)	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered in full (Cost share may apply to ultrasounds, lab work and sick visits)	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Hospital care for mom (including delivery)	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Newborn nursery care	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Prescription Drug	In-Network	Out-of-Network	Out-of-Network	In-Network	Out-of-Network	Out-of-Network	Out-of-Network

SimplyBlue Plus Silver 2		SimplyBlue Plus Silver 2	
Prescription Drug Coverage	\$5/\$45/\$90, subject to the plan deductible. Preventive drugs are not subject to the deductible; they are subject to the applicable copay or coinsurance.	Not Covered	\$10/\$45/\$90, subject to the plan deductible. Preventive drugs are not subject to the deductible; they are subject to the applicable copay or coinsurance.
Diabetic drugs, insulin, and supplies	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Inpatient Hospital Benefits	In-Network	Out-of-Network	Out-of-Network
Hospital benefits	Covered at 80% per admission for unlimited days, subject to the deductible	Covered at 60% per admission for unlimited days, subject to the deductible	Covered at 80% per admission for unlimited days, subject to the deductible
Physician visits in the hospital	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Inpatient physical rehabilitation	Covered at 80% per 60 day stay per admission per contract year, subject to the deductible	Covered at 60% per 60 day stay per admission per contract year, subject to the deductible	Covered at 80% per 60 day stay per admission per contract year, subject to the deductible
Surgery	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Anesthesia	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Emergency Care	In-Network	Out-of-Network	Out-of-Network
Emergency room care	Covered at 80%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 80%, subject to the deductible
Frees-standing urgent care center	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Ambulance	Covered at 80%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 80%, subject to the deductible
Outpatient Hospital Benefits	In-Network	Out-of-Network	Out-of-Network
Diagnostic x-rays	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Advanced Imaging Services	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Diagnostic laboratory and pathology	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Surgical Care Facility Fee	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Chemotherapy	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Radiation Therapy	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Mental Health and Substance Use	In-Network	Out-of-Network	Out-of-Network
Inpatient mental health care	Covered at 80% per admission for unlimited days, subject to the deductible	Covered at 60% per admission for unlimited days, subject to the deductible	Covered at 80% per admission for unlimited days, subject to the deductible
Outpatient mental health care	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Inpatient substance use	Covered at 80% per admission for unlimited days, subject to the deductible	Covered at 60% per admission for unlimited days, subject to the deductible	Covered at 80% per admission for unlimited days, subject to the deductible
Outpatient substance use	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible
Other Services	In-Network	Out-of-Network	Out-of-Network
Skilled nursing facility	Covered at 80% per admission for 200 days per year, subject to the deductible	Covered at 60% per admission for 200 days per year, subject to the deductible	Covered at 80% per admission for 200 days per year, subject to the deductible

SimplyBlue Plus Silver 2		SimplyBlue Plus Silver 2	
Home care	Covered at 80% for up to 40 visits per year, subject to the deductible	Covered at 80% for up to 40 visits per year, subject to the deductible	Covered at 60% for up to 40 visits per year, subject to the deductible
Hospice	Covered at 80% for up to 210 visits per year, subject to the deductible	Covered at 60% for up to 210 visits per year, subject to the deductible	Covered at 60% for up to 210 visits per year, subject to the deductible
Outpatient therapy	Covered at 80%, subject to the deductible for physical, speech and occupational therapy for up to 60 visits per contract year	Covered at 80%, subject to the deductible for physical, speech and occupational therapy for up to 60 visits per contract year	Covered at 60%, subject to the deductible for physical, speech and occupational therapy for up to 60 visits per contract year
Durable medical equipment	Covered at 50%, subject to the deductible	Covered at 50%, subject to the deductible	Covered at 50%, subject to the deductible
External prosthetics	Covered at 50%, subject to the deductible	Covered at 50%, subject to the deductible	Covered at 50%, subject to the deductible
Chiropractic	Covered at 80%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible
Acupuncture	Covered at 80%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible
Hearing Aids	Covered at 50%, subject to the deductible for a single purchase once every 3 years	Covered at 50%, subject to the deductible for a single purchase once every 3 years	Covered at 50%, subject to the deductible for a single purchase once every 3 years
<b>Vision Benefits</b>	<b>In-Network</b>	<b>In-Network</b>	<b>Out-of-Network</b>
Adult Routine Vision Exam	One routine exam covered in full per year, subject to the deductible	One routine exam covered in full per year, subject to the deductible	Covered at 60% for one routine exam every year, subject to the deductible
Adult Diagnostic Vision	Covered at 80%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible
Adult Eyewear	Eyewear Reimbursement of \$100 per year	Eyewear Reimbursement of \$100 per year	Eyewear Reimbursement of \$100 per year
Pediatric Routine Vision Exam	Covered at 80% for one routine exam every year, subject to the deductible	Covered at 80% for one routine exam every year, subject to the deductible	Covered at 60% for one routine exam every year, subject to the deductible
Pediatric Eyewear	Covered at 50%, subject to the deductible for one purchase per plan year	Covered at 50%, subject to the deductible for one purchase per plan year	Covered at 50%, subject to the deductible for one purchase per plan year
<b>Dental Benefits</b>	<b>In-Network</b>	<b>In-Network</b>	<b>Out-of-Network</b>
Adult Dental Care	Not Covered	Not Covered	Not Covered
Pediatric Dental: Preventative & Routine	Preventive cleaning and exams not subject to the deductible. Preventive services covered at 100%, subject to the deductible. Routine services covered at 80%, subject to the deductible	Preventive cleaning and exams not subject to the deductible. Preventive services covered at 100%, subject to the deductible. Routine services covered at 80%, subject to the deductible	Preventive cleaning and exams not subject to the deductible. Preventive services covered at 100%, subject to the deductible. Routine services covered at 80%, subject to the deductible and balance billing
Pediatric Major Dental Care & Medical Ortho	Covered at 50%, subject to the deductible	Covered at 50%, subject to the deductible and balance billing	Covered at 50%, subject to the deductible and balance billing
Accidental Dental - Outpatient Surgical	Covered at 80% for accidental injury to sound, natural teeth and for care due to congenital disease or anomaly, subject to the deductible	Covered at 80% for accidental injury to sound, natural teeth and for care due to congenital disease or anomaly, subject to the deductible	Covered at 60% for accidental injury to sound, natural teeth and for care due to congenital disease or anomaly, subject to the deductible

This is not a contract. It is intended to highlight the coverage of this program. Benefits are determined by the terms of the contract. All benefits are subject to medical necessity. All day and visit limits are combined limits for both in and out of network benefit. \*Preventive Services coverage required by the Federal Patient Protection and Affordable Care Act are not quoted herein. Please refer to the United States Preventive Services Task Force list of items and services rated "A" or "B" that are covered pursuant to the Federal Patient Protection and Affordable Care Act requirements.

Excellus BlueCross BlueShield is a nonprofit independent licensee of the Blue Cross Blue Shield Association



Version Updated: 12/22/2022

Rating Region: Rochester

\*No longer Available\*

SimplyBlue Plus Gold 18			SimplyBlue Plus Gold 17			SimplyBlue Plus Gold 6		
Plan Overview								
Plan ID	78124NY090265-00		78124NY090249-00 (TWWZ)			78124NY100025-00 (TOOZ)		
Plan Name	SimplyBlue Plus Gold 18		SimplyBlue Plus Gold 17			SimplyBlue Plus Gold 6		
Aggregation Design	Individual Aggregation		Individual Aggregation			Family Aggregation		
Plan Highlights	A deductible is applied to select covered medical benefits, prescription drugs are not subject to the deductible. Preventive services are covered in full, includes Active&Fit ExerciseRewards.		A deductible is applied to select covered medical benefits, prescription drugs are not subject to the deductible. Preventive services are covered in full, includes Active&Fit ExerciseRewards.			A deductible is applied to all covered medical and prescription drug benefits. Preventive services are covered in full. Plan includes Active&Fit ExerciseRewards.		
Plan Type	Hybrid		Hybrid			Deductible HSA		
HSA Eligible	No		No			Yes		
Quote Effective	07/01/2022 - 09/30/2022		07/01/2023 - 09/30/2023			07/01/2023 - 09/30/2023		
Rate (\$)	Small Group		Small Group			Small Group		
Single	\$680.80		\$776.17			\$753.06		
Subscriber & Spouse	\$1,361.60		\$1,552.34			\$1,506.12		
Subscriber & Child(ren)	\$1,157.36		\$1,319.49			\$1,280.20		
Family	\$1,940.28		\$2,212.08			\$2,146.22		
Plan features								
Primary Care Physician (PCP)	Not Required		Not Required			Not Required		
Referrals	Not Required		Not Required			Not Required		
Out of network benefits	Covered at 60%, subject to the deductible		Covered at 60%, subject to the deductible			Covered at 60%, subject to the deductible		
Out of area benefits	Coverage provided worldwide through our BlueCard Network		Coverage provided worldwide through our BlueCard® Network			Coverage provided worldwide through our BlueCard® Network		
Student/Dependent coverage	Qualified dependents are covered to age 26		Qualified dependents are covered to age 26			Qualified dependents are covered to age 26		
Domestic partner	Covered		Covered			Covered		
Wellness Incentives	Active&Fit ExerciseRewards receive up to \$600 in rewards a year by visiting a qualified fitness facility or by tracking your steps using a wearable device. Save on Gym memberships with Active&Fit Direct.		Active&Fit ExerciseRewards: New in 2023 - Fitness center visits are worth 2 points! Earn up to \$600 in rewards a year by visiting a qualified fitness facility or by tracking your steps using a wearable device. Save on Gym memberships with Active&Fit Enterprise.			Active&Fit ExerciseRewards: New in 2023 - Fitness center visits are worth 2 points! Earn up to \$600 in rewards a year by visiting a qualified fitness facility or by tracking your steps using a wearable device. Save on Gym memberships with Active&Fit Enterprise.		
Calm Stress Management Program	Not Applicable		New in 2023, a premium subscription to the Calm App is now an embedded benefit to help members experience better sleep, lower stress, and reduce anxiety.			New in 2023, a premium subscription to the Calm App is now an embedded benefit to help members experience better sleep, lower stress, and reduce anxiety.		







SimplyBlue Plus Gold 18		SimplyBlue Plus Gold 17		SimplyBlue Plus Gold 6	
Diagnostic laboratory and pathology	\$40 copay per visit	Covered at 60%, subject to the deductible	\$40 copay per visit	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Allergy tests	\$40 PCP copay; \$60 Specialist copay per visit	Covered at 60%, subject to the deductible	\$40 PCP copay; \$60 Specialist copay per visit	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Allergy injections	\$40 PCP copay; \$60 Specialist copay per visit	Covered at 60%, subject to the deductible	\$40 PCP copay; \$60 Specialist copay per visit	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Chemotherapy	\$40 copay per visit	Covered at 60%, subject to the deductible	\$40 copay per visit	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Radiation therapy	\$60 copay per visit	Covered at 60%, subject to the deductible	\$60 copay per visit	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
<b>Maternity Services</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Prenatal care	Covered in full (Cost share may apply to ultrasounds, lab work and sick visits)	Covered at 60%, subject to the deductible	Covered in full (Cost share may apply to ultrasounds, lab work and sick visits)	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Hospital care for mom (including delivery)	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Newborn nursery care	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
<b>Prescription Drug</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Prescription Drug Coverage	\$10/\$45/\$90	Not Covered	\$10/\$45/\$90	Not Covered	Not Covered
Diabetic drugs, insulin, and supplies	\$40 copay per 30 day supply	Covered at 60%, subject to the deductible	\$40 copay per 30 day supply	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
<b>Inpatient/Hospital Benefits</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Hospital benefits	Covered at 80% per admission for unlimited days, subject to the deductible	Covered at 60% per admission for unlimited days, subject to the deductible	Covered at 80% per admission for unlimited days, subject to the deductible	Covered at 60% per admission for unlimited days, subject to the deductible	Covered at 60% per admission for unlimited days, subject to the deductible
Physician visits in the hospital	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Inpatient physical rehabilitation	Covered at 80%, per 60 day stay per admission per contract year, subject to the deductible	Covered at 60% per 60 day stay per admission per contract year, subject to the deductible	Covered at 80%, per 60 day stay per admission per contract year, subject to the deductible	Covered at 60% per 60 day stay per admission per contract year, subject to the deductible	Covered at 60% per 60 day stay per admission per contract year, subject to the deductible
Surgery	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
Anesthesia	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 80%, subject to the deductible	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible
<b>Emergency Care</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>In-Network</b>	<b>Out-of-Network</b>	<b>Out-of-Network</b>
Emergency room care	\$250 copay per visit	\$250 copay per visit	\$250 copay per visit	\$250 copay per visit	Covered at 80%, subject to the deductible
Freestanding urgent care	\$60 copay per visit	Covered at 60%, subject to the deductible	\$60 copay per visit	Covered at 60%, subject to the deductible	Covered at 60%, subject to the deductible

SimplyBlue Plus Gold 18			SimplyBlue Plus Gold 17			SimplyBlue Plus Gold 6		
Center	the deductible		the deductible			the deductible		the deductible
Ambulance	\$250 copay per visit		\$250 copay per visit			Covered at 80%, subject to the deductible		Covered at 80%, subject to the deductible
Outpatient Hospital Benefits	In-Network		In-Network			In-Network		In-Network
Diagnostic x-rays	\$60 copay per visit		\$60 copay per visit			Covered at 60%, subject to the deductible		Covered at 60%, subject to the deductible
Advanced Imaging Services	\$100 copay per visit		\$100 copay per visit			Covered at 60%, subject to the deductible		Covered at 60%, subject to the deductible
Diagnostic laboratory and pathology	\$40 copay per visit		\$40 copay per visit			Covered at 60%, subject to the deductible		Covered at 60%, subject to the deductible
Surgical Care Facility Fee	Covered at 80%, subject to the deductible		Covered at 80%, subject to the deductible			Covered at 80%, subject to the deductible		Covered at 60%, subject to the deductible
Chemotherapy	\$40 copay per visit		\$40 copay per visit			Covered at 60%, subject to the deductible		Covered at 60%, subject to the deductible
Radiation Therapy	\$60 copay per visit		\$60 copay per visit			Covered at 60%, subject to the deductible		Covered at 60%, subject to the deductible
Mental Health and Substance Use	In-Network		In-Network			In-Network		In-Network
Inpatient mental health care	Covered at 80% per admission for unlimited days, subject to the deductible		Covered at 80% per admission for unlimited days, subject to the deductible			Covered at 80% per admission for unlimited days, subject to the deductible		Covered at 60% per admission for unlimited days, subject to the deductible
Outpatient mental health care	3 visits covered in full. Next visits covered at \$40 copay per visit		3 visits covered in full. Next visits covered at \$40 copay per visit			Covered at 60%, subject to the deductible		Covered at 60%, subject to the deductible
Inpatient substance use	Covered at 80% per admission for unlimited days, subject to the deductible		Covered at 80% per admission for unlimited days, subject to the deductible			Covered at 60% per admission for unlimited days, subject to the deductible		Covered at 60% per admission for unlimited days, subject to the deductible
Outpatient substance use	3 visits covered in full. Next visits covered at \$40 copay per visit		3 visits covered in full. Next visits covered at \$40 copay per visit			Covered at 60%, subject to the deductible		Covered at 60%, subject to the deductible
Other Services	In-Network		In-Network			In-Network		In-Network
Skilled nursing facility	Covered at 80% per admission for 200 days per year, subject to the deductible		Covered at 80% per admission for 200 days per year, subject to the deductible			Covered at 80% per admission for 200 days per year, subject to the deductible		Covered at 60% per admission for 200 days per year, subject to the deductible
Home care	Covered at 80% for up to 40 visits per year, subject to the deductible		Covered at 80% for up to 40 visits per year, subject to the deductible			Covered at 60% for up to 40 visits per year, subject to the deductible		Covered at 60% for up to 40 visits per year, subject to the deductible
Hospice	Covered at 80% for up to 210 visits per year, subject to the deductible		Covered at 80% for up to 210 visits per year, subject to the deductible			Covered at 60% for up to 210 visits per year, subject to the deductible		Covered at 60% for up to 210 visits per year, subject to the deductible
Outpatient therapy	\$60 for physical, speech and occupational therapy for up to 60 visits per contract year		\$40 for physical, speech and occupational therapy for up to 60 visits per contract year			Covered at 60%, subject to the deductible for physical, speech and occupational therapy for up to 60 visits per contract year		Covered at 60%, subject to the deductible for physical, speech and occupational therapy for up to 60 visits per contract year



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# ATTACHMENT 6

# **TOWN OF CANANDAIGUA 2023 FISCAL OPERATIONS POLICY**

Adopted: DRAFT

## **PURPOSE**

The Town Board of the Town of Canandaigua is adopting a comprehensive fiscal policy in order to clearly identify oversight responsibilities for certain actions relating to the financial planning, monitoring, and reporting of fiscal conditions to the Town Board of the Town of Canandaigua.

## **POLICY STATEMENT**

The Town of Canandaigua is a first-class town as designated by the State of New York, having a population of 10,000 or more. As recommended by the New York State Comptroller, governing boards of first-class towns should develop and formally adopt policies that establish control procedures and other requirements for daily financial and operational controls.

The Town of Canandaigua Town Board is ultimately responsible for all legislative authority and the fiscal oversight of the Town of Canandaigua local government, including all special districts. The Town Board reserves the ability to change policy as necessary to ensure the efficient financial operations of the Town of Canandaigua local government and all special districts for which it is responsible.

The Town Board of the Town of Canandaigua acknowledges or affirms in some cases and directs in others certain responsibilities be performed by the Town Supervisor, Town Clerk, Town Manager, or the Receiver of Taxes.

The Town Board of the Town of Canandaigua hereby designates the following responsibilities to the corresponding positions:

**Town Supervisor:** pursuant to NYS Town Law §29, the primary duty of the Town Supervisor is to serve as the Town's Chief Fiscal Officer and lead the Town Board through his or her service as Chair of the Board during Town Board meetings; along with representation of the Town of Canandaigua at the Ontario County Board of Supervisors. Additionally, the Town Supervisor shall serve the residents of the Town of Canandaigua, and the Town Board as:

- Chief Fiscal Officer – within ten days after receipt, shall deposit and secure in his name as supervisor, all such moneys in the manner provided by section ten of the general municipal law; and shall ensure disbursement of moneys only by checks payable to the person or persons entitled; and provide regular reporting of such monies or transactions to the Town Board.
  - The Town of Canandaigua employs a Town Manager trained in municipal management with staff, and thus the Town Board has established certain policies to

support the Town Supervisor in completion and reporting of certain fiscal responsibilities through the Town Manager to the Town Board.

- Chief Elected / Executive Officer (CEO) – the Town Supervisor is the Town of Canandaigua’s Chief Elected Officer, often serving as the executive responsible for representing the Town and serving as primary point of contact for citizen engagement, and serving as the presiding officer or chairperson at meetings of the Town Board (Town Law, Section 63). Additionally, the Town Supervisor shall vote on matters before the Town Board as do all other board members (Town Law, Sections 60 and 63).
- Treasurer – shall provide oversight for the demand, collection, receipt, and have the care and custody of moneys belonging to or due the Town from every source, except as otherwise provided by law.
- Supervisor Receipt of Taxes – shall provide oversight to the collection and receipt of taxes; and may make recommendation to the Town Board for the appointment of a Receiver of Taxes which shall report to the Town Supervisor, upon appointment by Resolution of the Town Board of the Town of Canandaigua.
- Budget Officer – shall either serve as the Budget Officer of the Town of Canandaigua or may appoint an elector of the Town of Canandaigua as the Budget Officer. No town board member may be appointed to be budget officer.

**Town Manager:** pursuant to NYS Town Law Article 3-B §58 and Town of Canandaigua Town Code §69, the Town Board of the Town of Canandaigua has created the position of Town Manager and assigned certain responsibilities to him or her including:

- Chief Administrative Officer (CAO) – serving in a number of capacities including fiscal policy advisory, financial planning, personnel officer for the Town with oversight of personnel policies, studies of town needs and operations, communication, preparation of Town Board resolutions, preliminary review of budget requests, workflow analysis, development of liaison and cooperative arrangements with other governmental bodies and organizations, and powers and duties as assigned by the Town Board including through policy enactment authorized by the Town Board.
- Budget Officer – may be appointed Budget Officer by the Town Supervisor, in which case shall be responsible for budget development in keeping with NYS Town Law, Comptroller’s Opinions, and Town of Canandaigua Budget Development Guidelines.

**Town Clerk:** pursuant to NYS Town Law §30, in addition to other responsibilities the Town Clerk shall

issue licenses or permits and collect fees as determined by the Town Board. Additionally, pursuant to NYS Town Law §30(9), unless the Town Board of the Town of Canandaigua has established the position of Comptroller the Town Clerk shall serve as a counter signatory on all checks required to be signed by the Town Supervisor.

**Receiver of Taxes:** as a Town of the first class, pursuant to Town of Canandaigua Law [REDACTED] of the year 2013, the Town Board of the Town of Canandaigua abolished the elected position known as Receiver of Taxes, and subsequently created the appointed position of Receiver of Taxes. Annually, the Town Supervisor shall make recommendation to the Town Board to fill the appointed position of Receiver of Taxes to assist the Town Supervisor with the collection of taxes in the Town of Canandaigua, including all tax warrants, and administrative responsibilities associated with the collection of taxes. The Receiver of Taxes shall report to the Town Supervisor.

### **BUDGET DEVELOPMENT GUIDELINES**

The Town Board of the Town of Canandaigua provides oversight for the adoption of all budgets of the Town of Canandaigua including the Town's general fund, highway fund, water districts, drainage districts, lighting districts, fire protection districts, sewer districts, special improvement districts, business improvement districts, capital projects, reserve funds, and investments of funds of the Town of Canandaigua.

While the Town Supervisor retains the ability to appoint a Budget Officer pursuant to this policy and New York State Law, the Town Board directs a budget be presented to the Town Board of the Town of Canandaigua for consideration for the upcoming fiscal year which includes all requests from departments, special committees, and other community requests.

The Town of Canandaigua has benefited from years of sound financial management. In order to solidify the sound practices currently in effect, increase public understanding of the framework within which the Town's budget is developed, and focus attention on future budgetary challenges, the Town Board believes formal financial budget development policies should be established in the following areas:

- A. **Balanced Budget** – The annual budget shall be balanced in accordance with the laws of the State of New York with current revenue equal to or greater than current expenses while continuing to provide a level-service delivery approach with an eye toward service enhancements where possible.
- B. **Revenue Projections** – All revenue projections or estimates shall be conservative in nature based on historical data and known trends and forecasts. All tax revenue estimates shall be based on reasonable Town previously adopted rates. Any new sources of revenues and new tax rates shall be adopted and included only after the Town Board has held a public hearing, received comment, and approved.



- C. Expenditure Projections – All expenditures shall be based on actual known costs, reliable historical data or estimates provided after careful research and investigation by staff and the Town Board. All expenditures, projects and reserves budgeted shall be included only if they are necessary and essential in the individual department's efforts to meet the goals and objectives established by the Town Board.
- D. General Fund Reserves – The General Fund balance should be adequate to handle unexpected revenue shortfalls and be able to accommodate a reasonable level of extraordinary, unbudgeted expenditures. The Town Board has adopted a Fund Balance Policy setting required unassigned fund balance levels. Please see the Fund Balance Policy for more detailed information. Each year, available fund balance (carryover), the cumulative excess of revenues over expenditures, may be used as a source of funding to be applied to the next fiscal year's budget. Annual budgets should reference the projected fund balance in accordance with the Fund Balance Policy.
- E. Capital Expenditures – In order to maintain and improve the Town's infrastructure, facilities, and equipment; the Town Board adopted a long-term capital improvement plan. The Town Board periodically updates the capital improvement plan after further review and discussion. Expenditures of a capital investment in development of the budget should be in keeping with the capital improvement plan.
- F. Budget Practices – In preparing the budget, the Town Supervisor and the Town Manager should continue to review the Town's revenue sources to identify grant funding from federal, state, and other sources; fees, licenses, permits; sales and use tax; and all other possible sources of revenue. Any new sources should be proposed to the Town Board prior to the presentation of the draft budget.
- G. Budget Timeline – the Budget Officer shall cause to be published a budget calendar by June 30<sup>th</sup> of each year. The calendar shall include dates for Town Board meetings, public hearings, six-month revenue and expense summary report, accounting software access for department heads, solicitation of vendors and providers, finance committee meetings relative to the proposed budget, and department head meetings with the Town Manager relative to the upcoming fiscal budget. The Town Manager shall cause for the proposed budget to be submitted for consideration by the Town Board in the month of September. The Town Board shall hold a public hearing on the proposed plan in the month of September or October, but no later than the Thursday immediately following the general election. The Town Board should adopt the next calendar year's budget not later than November 20 per Town Law Section 109.
- H. Budget Monitoring - In order to improve its ability to monitor the implementation of the Town budget, the Town Board will receive monthly reports on revenues and expenditures during the fiscal year from the Town Supervisor and shall be included in each month's agenda packet with a resolution of acknowledgement of the report. The Budget Officer will present to the Town Board any variances in

revenue or expenditures beyond projections as soon as they are known at the next meeting.

- I. Budget Adjustments - The Town Manager is authorized to make budget transfers in amounts of less than \$5,000.00 in the same fund as needed, provided he/she makes the Town Board aware by preparing an acknowledgement resolution for consideration by the Town Board. If the Town Board does not agree with the transfer that has been completed, a failure to approve the resolution or direction by the Town Board shall require the Town Manager to reverse the entry. All budget transfer requests crossing from one fund to the other, or in an amount in excess of \$5,000.00 shall be presented by the Town Manager to the Town Board in the form of a resolution for consideration prior to any transfer being completed. In addition, the Town Board will receive monthly reports on the use and balance of monies in appropriated reserve and unassigned fund balance from the Town Manager and/or Town Supervisor.

### **ADDITIONAL POLICIES**

The Town Board of the Town of Canandaigua has given direction to certainly Town officials through the adoption of certain policies to further define the actions relating to the finances of the Town of Canandaigua including: Cell Phone Stiped Policy, Credit Card Policy, Store Credit Card and Credit Account Policy Procedure, Policy for Accepting Public Credit Card Payments, Energy Benchmarking Policy, Expenditures and Funding of the Open Space Reserve Fund, Fix Asset Inventory and Management Policy, Fund Balance Policy, Investment Policy, Procurement Policy, Travel and Conference Policy, Vehicle Replacement Policy, Water District Policy, Water Operations Agreement, Wire Transfers and Online Banking Policy, and Year End Policy and Procedure.

First Adopted

April 17, 2023

Resolution No. 2023-###

Subsequent Adoptions and Amendments

# ATTACHMENT 7

<b>WATER DEPARTMENT</b>		
<b>Meters for Canandaigua Consolidated &amp; Bristol Water Districts Only:</b> (The pricing includes tapping of the water main, bronze saddle, corporation stop, curb box valve, curb box, SS rod, water meter, and right-angle meter valve and inspection of trench)		
	¾"	\$1,020
	1"	\$1,145
	1.5"	Contact Water Superintendent
	2"	Contact Water Superintendent
	Water meter larger than 2"	Contact Water Superintendent
	¾ inch water meter, cellular endpoint, right angle meter valve and inspection	\$590
	1 inch water meter, cellular endpoint, right angle meter valve and inspection	\$660
Meter pits are required when the location of the structure is farther than 500 feet from the road.		
	¾" meter pit	\$1,065
	1" meter pit	\$1,250
Replacement Cost of Water Meter Materials:		
	Electronic reading device (cellular endpoint)	\$286
	Register for water meter	\$105
	¾" water meter replacement	\$110
	1" water meter replacement	\$225
	1 ½ " water meter replacement	Contact Office
	2" water meter replacement	Contact Office
Directional Drilling Under A Road:		
	Up to 2" Pipe	\$1,500
	2" and larger	Contact Water Superintendent
Testing water meter for accuracy		\$100

Hydrant Meter Rental (Includes a water meter and back flow device that will be connected to the hydrant by the Water Department. A \$500 deposit is required. When equipment is returned in working condition, deposit will be refunded). Hydrant meter rentals will be invoiced monthly.	\$100 rental fee/month plus \$6.50 per 1,000 gallons
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Water Charge to Town of East Bloomfield	\$3.36711 per 1,000 gallons
Water Charge to the Town of Hopewell, Town of Farmington, and Town of Gorham	<del>\$2.29557</del> <del>\$2.26952</del> per 1,000 gallons

Canandaigua Consolidated District Fees:			
Meter Size	Gallons of Consumption	Minimum Bill \$4.91 per 1,000 Gallons	Additional Cost Per 1,000 Gallons
¾"	0 – 6,000	\$29.46	\$5.29
1"	0 – 10,000	\$49.10	
1 ½"	0 – 16,000	\$78.56	
2"	0 – 30,000	\$147.30	
3"	0 – 50,000	\$245.50	
4"	0 - 80,000	\$392.80	
6"	0 – 160,000	\$785.60	
8" – 12"	0 – 200,000	\$982.00	

Bristol Water District Fees:			
Meter Size	Gallons of Consumption	Minimum Bill \$5.50 per 1,000 Gallons	Additional Cost Per 1,000 Gallons
¾"	0 – 6,000	\$33.00	\$5.97
1"	0 – 10,000	\$55.00	
1 ½"	0 – 16,000	\$88.00	
2"	0 – 30,000	\$165.00	
3"	0 – 50,000	\$275.00	
4"	0 - 80,000	\$440.00	
6"	0 – 160,000	\$880.00	
8" – 12"	0 – 200,000	\$1,100.00	

Fee Schedule for Town of Canandaigua Water Department to Repair the Water System:		
The purpose of this section is for the setting of fees associated with the Town of Canandaigua Water Department to repair any damage that may occur to the water system by an outside agency. Some examples, including but not limited to, are damage to the water main, water service, curb stop, or meter pit or any other water infrastructure that is in the right of way. The Water Department does not maintain any water infrastructure after the curb stop. The need for repair and the type of repair are at the sole discretion of the Town of Canandaigua Water Superintendent. Additional materials fees may apply. The responsible party will be invoiced according to the following:		
Employees:		
Labor per hour, straight time		\$50.00
Labor per hour, on overtime		\$95.00
Administrative cost, per hour		\$80.00

Heavy Equipment:	
Excavator 20 ton, per hour	\$180.00
Mini excavator, per hour	\$100.00
Dump truck, per hour	\$95.00
Water loss, calculated by the Water Superintendent	\$6.50 per 1,000 gallons

# Town of Canandaigua

## 2023 Fee Schedule

(Effective January 9, 2023)

No permit or certificate shall be issued, no approval shall be granted, no application shall be considered complete, no park reservation shall be confirmed, and no public hearing shall be scheduled or held until the fees, as established by the Town Board, have been paid in full. Accepted forms of payment are: cash, check, or credit card (Visa, MasterCard, and Discover).

### CABIN / PAVILION / LODGE / HALL RENTALS:

- All lakeside cabins will be rented weekly when reservations are made prior to May 1 (Saturday 3pm to Saturday 10am).
- There is a two-night minimum for lakeside cabin rentals made May 1 through October 31.
- Upland cabins can be rented at any time for a two-night stay during the rental season.
- Upland Cabins are available ~~May 1~~ April 15 to October 31
- Lakeside Cabins are available ~~May 1~~ April 1 to October 31
- Onanda Park Parking Fees are in effect Memorial Day Weekend through Labor Day
- King Hall is available ~~May 1~~ April 15 to October 31
- Gorham Lodge, Crouch Hall, Outhouse Park Hall, West Lake Road Schoolhouse, and all pavilions are available year-round
- Babcock Hall is available Memorial Day weekend through Labor Day
- The cost for a multi-day cabin reservation shall not exceed the cost to rent a cabin for one week.
- All rentals must be paid in full within 1 week of the request otherwise the reservation will be cancelled.
- To qualify for Town resident rates, a Town resident must make the reservation and be the primary user.
- The Town resident rate does not apply to reservations made by or on behalf of a company, organization, club, or association.
- Reservations made for a company, organization, club, or association shall provide their Certificate of Liability Insurance to the Town Clerk's office at the time the reservation is paid for.
- The resident must call the Town Clerk's office to obtain the discount code before making the online reservation.
- Public school districts will be charged the Town resident rate for all rentals.
- Cancellations made a minimum of 2 weeks prior to the arrival date will be eligible for a refund minus a \$50 cancellation fee. The Town Clerk has the authority to refund the entire reservation amount for extenuating circumstances.
- There are no refunds for pavilion cancellations, except for the Rotary Pavilion.
- Cancellations made a minimum of 2 weeks prior to the arrival date for a multiple facility reservation, will be eligible for a refund minus a \$50 cancellation fee for each canceled facility.
- Cancellations due to extenuating circumstances, may be rescheduled within the same calendar year without penalty.

<b>Onanda Park Cabins: Weekly Rentals (2 weeks max)</b>	<b>Town Resident</b>	<b>Non-Resident</b>
<u>Upland Cabins:</u> Oawensa, Chowat, Gowana, Chule, Kiniks, Adsila	\$175	\$285
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$200	\$360

Abode (3)	\$300	\$485
Hayowentha (12)	\$425	\$660
<b>Onanda Park Cabins: Daily Rentals (3pm to 10am)</b>		
<u>Upland Cabins:</u> Oawensa, Chowat, Gowana, Chule Kiniks, Adsila	\$55	\$90
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$70	\$100
<b>Onanda Park Cabins: Weekly Rentals (2 weeks max)</b>	Town Resident	Non-Resident
Abode (3)	\$75	\$115
Hayowentha (12)	\$100	\$165
<b>Onanda Park Cabins: Off-Season Weekly Rates</b> (Lakeside Cabins Only – <del>May 1 April 1</del> to Thursday before Memorial Day Weekend and Tuesday after Labor Day to October 31)		
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$150	\$310
Abode (3)	\$175	\$360
Hayowentha (12)	\$375	\$610
<b>Onanda Park Cabins: Off-Season Daily Rates</b> (2 Night Minimum) (Lakeside Cabins Only – <del>May 1 April 1</del> to Thursday before Memorial Day Weekend and Tuesday after Labor Day to October 31)		
<u>Lakeside Cabins:</u> Anekule (7), Tilipe (5), Haeho (14), Wapoos (11), Wequash (13), and Little House (2)	\$55	\$85
Abode (3)	\$60	\$100
Hayowentha (12)	\$85	\$150
<b>Onanda Park Parking Fees:</b>	Season Passes	\$35 \$65
Weekday per Vehicle	\$5	\$5
Weekends and Holidays per Vehicle	\$7	\$7
Daily Walk-In per Person (excluding field trips of schools located in Canandaigua)	\$1	\$1
Water Trail (access from water by non-motorized craft)	\$0	\$0

<b>TOWN CLERK OFFICE</b>		
Dog Licenses:	Spayed / Neutered	\$20
	Unspayed / Unneutered	\$30
	Replacement Tag	\$3
Late Fee (if not paid within 30 days of first renewal notice) The Town Clerk has the authority to waive Late Fee for extenuating circumstances.		\$5
Marriage License (Includes Certificate of Marriage Registration):		
	Active Military	\$17.50
	Non-Military	\$40
Application for One Day Marriage Officiant License		\$25
Certified Transcript of Marriage Request – No Record Certification		\$10
Certified Transcript of Marriage (per transcript)		\$10
Birth Certificate Request – No Record Certification		\$10
Birth Certificate (per certificate)		\$10
Death Certificate Request – No Record Certification		\$10
Death Certificate (per certificate)		\$10
Genealogy Search (dependent on number of years to be searched, unused fees to be refunded):		
1 – 3 Years		\$22
4 – 10 Years		\$42
11 – 20 Years		\$62
21 - 30 Years		\$82
31 – 40 Years		\$102
41 – 50 Years		\$122
51 – 60 Years		\$142
61 – 70 Years		\$162
Hunting / Fishing Licenses		NYS DEC
FOIL:	8 ½” 11” / 8 ½” x 14” / 8 ½” x 17”	25¢ / page
<del>Documents in any Disc Format (CD, DVD, etc.)</del>		<del>\$1.25 / disc</del>
32 GB Flash Drive		\$4.50
64 GB Flash Drive		<b>\$9.98</b>
Map Charges (larger than 11” x 17”) Per Ontario County Copy Rate		
Games of Chance		\$25
Returned Check Fee		\$20
Burial Fees at Academy Cemetery:		
	Adult Casket	\$500
	Cremation	\$350
	Infant	\$200
Copies	8 ½” 11” or 8 ½” x 14” or 11” x 17”	25¢ / page
Peddler & Soliciting Permit		\$100 / Applicant

History: Adopted by the Town Board of the Town of Canandaigua 6/6/77. Amended in its entirety by resolution on 11/7/83, 6/11/90, and 5/8/95 except for those fees listed separate under local law. Further amended 4/3/07, 12/18/07, 3/3/09, 4/21/09; 12/15/10; 1/3/11; 2/13/12, 1/28/13, 1/6/14, 4/28/14, 1/5/15, 12/21/15, 5/16/16, 7/18/16, 9/19/16, 1/9/2017, 4/17/17, 5/15/17, 1/8/18, 5/21/18, 8/20/18; 1/7/19, 2/11/2019, 3/18/19, 7/1/19, 8/19/19, 1/6/ 2020, 3/16/20, 12/21/2020, 4/19/2021, 1/10/2022; 4/19/2022, 6/13/2022, 7/19/2022, 1/9/2023, and March 20, 2023.



# ATTACHMENT 8

**Prepared For:**

Town of Canandaigua  
 Jim Fletcher  
 5440 State Route 5 And 20  
 Canandaigua, NY 14424-9327  
 (585)394 - 1120  
 Reference ID: Onondaga #8996

**Presented By:**

REGIONAL INTL CORP  
 Wade Ayers  
 1007 LEHIGH STATION RD  
 HENRIETTA NY 14467 -  
 (585)359-2011

Thank you for the opportunity to provide you with the following quotation on a new International truck. I am sure the following detailed specification will meet your operational requirements, and I look forward to serving your business needs.

**Model Profile**  
**2025 HX620 SBA (HX620)**

<b>AXLE CONFIG:</b>	6X4
<b>APPLICATION:</b>	Construction Dump
<b>MISSION:</b>	Requested GVWR: 66000. Calc. GVWR: 66000. Calc. GCWR: 160000 Calc. Start / Grade Ability: 37.24% / 2.59% @ 55 MPH Calc. Geared Speed: 73.6 MPH
<b>DIMENSION:</b>	Wheelbase: 199.00, CA: 130.00, Axle to Frame: 65.00
<b>ENGINE, DIESEL:</b>	{Cummins X15 565} Performance Series, EPA 2021, 565HP @ 1900 RPM, 1850 lb-ft Torque @ 1000 RPM, 1900 RPM Governed Speed, 581 Peak HP (Max)
<b>TRANSMISSION, AUTOMATIC:</b>	{Allison 4500 RDS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, On/Off Highway
<b>CLUTCH:</b>	Omit Item (Clutch & Control)
<b>AXLE, FRONT NON-DRIVING:</b>	{Meritor MFS-20-133A} Wide Track, I-Beam Type, 20,000-lb Capacity
<b>AXLE, REAR, TANDEM:</b>	{Meritor RT-46-164P} Single Reduction, Standard Width, 46,000-lb Capacity, with Lube Oil Pump, Driver Controlled Locking Differential in Forward-Rear and Rear-Rear Axle, 200 Wheel Ends Gear Ratio: 4.89
<b>CAB:</b>	Conventional, Day Cab
<b>TIRE, FRONT:</b>	(2) 315/80R22.5 Load Range L HSC 3 (CONTINENTAL), 481 rev/mile, 68 MPH, All-Position
<b>TIRE, REAR:</b>	(8) 11R24.5 Load Range H G182 RSD (GOODYEAR), 473 rev/mile, 75 MPH, Drive
<b>SUSPENSION, REAR, AIR, TANDEM:</b>	{Hendrickson PRIMAAX EX} 46,000-lb Capacity, 56" Axle Spacing, 9.0" Ride Height, with Shock Absorbers
<b>PAINT:</b>	Cab schematic 100LZ Location 1: 2303, Red (Std) Chassis schematic N/A

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
HX62000	Base Chassis, Model HX620 SBA with 199.00 Wheelbase, 130.00 CA, and 65.00 Axle to Frame.	\$247,546.00
1652	CROSSMEMBER, REAR Relocated to End of Frame	\$30.00
1AMS	CROSSMEMBER, FRAME TIE for Heavy Duty	\$258.00
1AND	AXLE CONFIGURATION {Navistar} 6x4	\$0.00
	<u>Notes</u> : Pricing may change if axle configuration is changed.	
1CGD	FRAME RAILS Heat Treated Alloy Steel (120,000 PSI Yield); 12.50" x 3.750" x 0.500" (317.5mm x 95.25mm x 12.7mm); 480.8" (12212mm) Maximum OAL	\$2,025.00
1LEH	LICENSE PLATE HOLDER Single Plate, Swing Type, Mounted Below Front Bumper	\$29.00
1LTE	BUMPER, FRONT Contoured, Aluminum, Stainless Steel Clad, Heavy Duty	\$354.00
1WRZ	TOW HOOK, REAR (2) Frame Mounted; 80,000-lb. Total Capacity	\$125.00
1WXL	WHEELBASE RANGE 191" (485cm) Through and Including 236" (600cm)	\$833.00
2ARY	AXLE, FRONT NON-DRIVING {Meritor MFS-20-133A} Wide Track, I-Beam Type, 20,000-lb Capacity	\$2,450.00
3AGA	SUSPENSION, FRONT, SPRING Parabolic Taper Leaf, Shackle Type, 20,000-lb Capacity, with Shock Absorbers	\$724.00
4091	BRAKE SYSTEM, AIR Dual System for Straight Truck Applications	\$0.00
	<u>Includes</u> : BRAKE LINES Color and Size Coded Nylon : PARKING BRAKE CONTROL Yellow Knob, Located on Instrument Panel : PARKING BRAKE VALVE For Truck : QUICK RELEASE VALVE On Rear Axle for Spring Brake Release: 1 for 4x2, 2 for 6x4 : SPRING BRAKE MODULATOR VALVE SR-7 with relay valve for 6x4/8x6	
4AZA	AIR BRAKE ABS {Bendix AntiLock Brake System} 4-Channel (4 Sensor/4 Modulator) Full Vehicle Wheel Control System	(\$182.00)
4EDM	AIR DRYER {Bendix AD-HF} with Heater, Includes Pressure Protection Circuits, Safety Valve, Integral Purge Tank, Governor Pressure Settings 110 psi Cut-In/130 psi Cut-Out, Integrated PuraGuard Coalescing Filtration	\$0.00
4GBM	BRAKE, PARKING Manual Push-Pull Pneumatic Parking Brake	\$0.00
4SPA	AIR COMPRESSOR {Cummins} 18.7 CFM	\$0.00
4VGN	AIR TANK Painted Aluminum, with Straight Thread O-Ring Ports	\$432.00
4VKC	AIR DRYER LOCATION Mounted Inside Left Rail, Back of Cab	\$0.00
4WJM	DUST SHIELDS, FRONT BRAKE Pad and Rotor, with Air Disc Brakes	\$133.00
4WJN	DUST SHIELDS, REAR BRAKE Pad and Rotor, with Air Disc Brakes	\$224.00
4WXR	DRAIN VALVE (2) {Berg} with Pull Chains, for Air Tanks	\$0.00
4WZJ	AIR TANK LOCATION (2) : One Mounted Under Each Rail, Front of Rear Suspension, Parallel to Rail	\$503.00
4XCJ	BRAKES, FRONT {Bendix Spicer ADB22X} Air Disc Type, Extended Service, Size 22.5", 23,000-lb Capacity	\$0.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
4XCK	BRAKES, REAR {Bendix Spicer ADB22X} Air Disc Type, Extended Service, Size 22.5", 26,000-lb Capacity per Axle	\$0.00
4XDX	BRAKE CHAMBERS, FRONT AXLE 20 SqIn, for Air Disc Brakes	\$0.00
4XEA	BRAKE CHAMBERS, REAR AXLE 18/24 SqIn Spring Brake, Double Diaphragm, for Air Disc Brakes	\$0.00
4XEE	PARK BRAKE CHAMBERS, ADDITIONAL (2) Spring Brake Type	\$0.00
5710	STEERING COLUMN Tilting and Telescoping	\$0.00
5CBE	STEERING WHEEL 4-Spoke; 18" Dia., Black Leather Wrapped	\$248.00
5PTB	STEERING GEAR (2) {Sheppard M100/M80} Dual Power	\$1,159.00
6DGU	DRIVELINE SYSTEM {Dana Spicer} SPL250 Main Driveline with SPL170 Interaxle Shaft, for 6x4	\$527.00
7BEU	AFTERTREATMENT COVER Aluminum	\$278.00
7BLY	EXHAUST SYSTEM Horizontal Aftertreatment System, Frame Mounted Right Side Under Cab, for Single Vertical Tail Pipe, Cab Mounted Right Side	\$0.00
7SAP	ENGINE COMPRESSION BRAKE {Cummins} Interbrake For Cummins Signature/ISX/X15 Engines; Furnished with Engine	\$0.00
7WBA	TAIL PIPE (1) Turnback Type, Bright	\$208.00
7WBS	MUFFLER/TAIL PIPE GUARD (1) Bright Stainless Steel	\$133.00
7WDM	EXHAUST HEIGHT 10'	\$0.00
8000	ELECTRICAL SYSTEM 12-Volt, Standard Equipment	\$0.00
	<u>Includes</u>	
	: HAZARD SWITCH Push On/Push Off, Located on Instrument Panel to Right of Steering Wheel	
	: HEADLIGHT DIMMER SWITCH Integral with Turn Signal Lever	
	: PARKING LIGHT Integral with Front Turn Signal and Rear Tail Light	
	: STARTER SWITCH Electric, Key Operated	
	: STOP, TURN, TAIL & B/U LIGHTS Dual, Rear, Combination with Reflector	
	: WINDSHIELD WIPER SWITCH 2-Speed with Wash and Intermittent Feature (5 Pre-Set Delays), Integral with Turn Signal Lever	
	: WINDSHIELD WIPERS Single Motor, Electric, Cowl Mounted	
8ACE	BEACON LIGHT WIRING for (2) Customer Installed Beacons, Includes 2-Way Switch	\$126.00
8GXJ	ALTERNATOR {Leece-Neville AVI160P2013} Brush Type, 12 Volt, 160 Amp Capacity, Pad Mount	\$0.00
8HAU	BODY BUILDER WIRING INSIDE CAB; Includes Sealed Connectors for Tail/Amber, Turn/Marker/Backup/Accessory, Power/Ground, and Stop/Turn	\$302.00
8MJU	BATTERY SYSTEM {Fleetrite} Maintenance-Free, (3) 12-Volt 2850CCA Total, Top Threaded Stud	\$179.00
8RBZ	SPEAKER, AUXILIARY, CB RADIO with Jack for CB; Mounted Left Side Above Driver's Door	\$0.00
8RGA	2-WAY RADIO Wiring Effects; Wiring with 20 Amp Fuse Protection, Includes Ignition Wire with 5 Amp Fuse, Wire Ends Heat Shrink and Routed to Center of Header Console in Cab	\$211.00
8RMV	SPEAKERS (2) 6.5" Dual Cone Mounted in Doors	\$0.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
8RNC	CB RADIO Accommodation Package, Header Mounted, Feeds from Accessory Side of Ignition Switch, Includes Power Source, Two Antennas and Antenna Bases with Wiring on Both Side Mirrors	\$311.00
8RPB	RADIO, AUXILIARY CONTROLS Mounted in Steering Wheel, Radio Function Control Switch, Includes Volume Up/Down, Mute, Forward/Back and Bluetooth Answer/Disconnect	\$103.00
8RPP	ANTENNA Shark Fin, Roof Mounted	\$0.00
8RPS	RADIO AM/FM/WB/Clock/Bluetooth/USB Input/Auxiliary Input	\$483.00
8TKJ	STOP, TURN, TAIL & B/U LIGHTS {Truck Lite} Super 44, with LED Lights for Stop, Turn, Tail and Backup Lights, with Power Module, "International" Termination and Less Junction Box, Includes License Plate Light	\$483.00
8TNP	AUXILIARY HARNESS 5.0' for Auxiliary Front Head Lights and Turn Signals for Front Plow Applications	\$178.00
8TNR	BATTERY CABLES with 36" of Extra Length Coiled and Strapped Near Battery Box	\$178.00
8VAY	HORN, ELECTRIC Disc Style	\$0.00
8VUK	BATTERY BOX Aluminum, with Plastic Cover, 18" Wide, 2-4 Battery Capacity, Mounted Right Side Back of Cab	\$0.00
8WBW	JUMP START STUD Remote Mounted	\$168.00
8WDG	BACK-UP ALARM {Preco 1059} Electronic; Solid State, Dual Function, 112 dBA	\$211.00
8WEZ	TURN SIGNAL SWITCH Self-Canceling	\$0.00
8WHJ	HORN, AIR (2) Rectangular Bell, Chrome	\$135.00
8WJC	FLOOR LIGHT Red; Mounted in Lower Center Console, Switch in Cluster Right Switch Pack	\$57.00
8WXB	HEADLIGHT WARNING BUZZER Sounds When Head Light Switch is on and Ignition Switch is in "Off" Position	\$0.00
8WXG	STARTING MOTOR {Mitsubishi Electric Automotive America 105P} 12-Volt, with Soft-Start	\$0.00
8XAH	CIRCUIT BREAKERS Manual-Reset (Main Panel) SAE Type III with Trip Indicators, Replaces All Fuses	\$0.00
8XBK	SWITCH, AUXILIARY Switch 40 amp Circuit for Customer Use; Includes Wiring Connection at Power Distribution Center (PDC) and Control in Cab	\$84.00
8XKG	DOME LIGHT, CAB with Red Reading Lights	\$27.00
8XKZ	USB PORT (2) Located in the Instrument Panel	\$92.00
8XNB	BATTERY DISCONNECT SWITCH 300 Amp, Disconnects Power to Power Distribution Center (PDC), Does Not Disconnect Charging Circuits, Locks with Padlock, Cab Mounted	\$397.00
8XNY	HEADLIGHTS Halogen	\$0.00
9585	FENDER EXTENSIONS Rubber	\$104.00
9AAB	LOGOS EXTERIOR Model Badges	\$0.00
9AAE	LOGOS EXTERIOR, ENGINE Badges	\$0.00
9ASE	FRONT END Tilting, Composite	\$0.00
9HCN	GRILLE Chrome Vertical Accent Bars, with Black Mesh	\$329.00
10060	PAINT SCHEMATIC, PT-1 Single Color, Design 100	\$0.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
10761	PAINT TYPE Base Coat/Clear Coat, 1-2 Tone	\$0.00
10AGB	COMMUNICATIONS MODULE Telematics Device with Over the Air Programming; Includes Five Year Data Plan and International 360	\$0.00
10SLV	PROMOTIONAL PACKAGE Government Silver Package	\$0.00
11001	CLUTCH Omit Item (Clutch & Control)	\$0.00
12703	ANTI-FREEZE Red, Extended Life Coolant; To -40 Degrees F/ -40 Degrees C, Freeze Protection	\$0.00
12864	BLOCK HEATER, ENGINE {Phillips} 120V/1500W	\$156.00
	<u>Includes</u> : BLOCK HEATER SOCKET Receptacle Type; Mounted below Drivers Door	
12991	COLD STARTING EQUIPMENT Automatic Ether; with Engine ECM Control, Ether Bottle Not Included	\$168.00
12EPB	ENGINE, DIESEL {Cummins X15 565} Performance Series, EPA 2021, 565HP @ 1900 RPM, 1850 lb-ft Torque @ 1000 RPM, 1900 RPM Governed Speed, 581 Peak HP (Max)	\$13,000.00
12THT	FAN DRIVE {Horton Drivemaster} Two-Speed Type, Direct Drive, with Residual Torque Device for Disengaged Fan Speed	\$0.00
	<u>Includes</u> : FAN Nylon	
12VCA	AIR CLEANER Single Element, with Pre-Cleaner, Engine Mounted	\$0.00
12VJJ	EMISSION, CALENDAR YEAR {Cummins X15} EPA, OBD and GHG Certified for Calendar Year 2023	\$0.00
12VYL	ACCESSORY WIRING, SPECIAL for Road Speed Wire Coiled Under Instrument Panel for Customer Use	\$45.00
12WBR	FAN OVERRIDE Manual; with Electric Switch on Instrument Panel, (Fan On with Switch On)	\$29.00
12WCX	HOSE CLAMPS, RADIATOR HOSES {Gates} Shrink Band Type	\$0.00
12WTA	FAN DRIVE SPECIAL EFFECTS Fan Cooling Ring with Fan Shroud Effects, Engine Mounted	\$0.00
12WYZ	RADIATOR DRAIN & FILL FITTING SPECIAL; To Vacuum Out or Fill the Cooling System from the Bottom of Radiator, for Use with Quick-Connect Radiator Drain Tool or Shop Coolant Evacuation-Fill System	\$0.00
12WZE	CARB IDLE COMPLIANCE Federal, Does Not Comply with California Clean Air Idle Regulations	\$0.00
12XBC	RADIATOR Aluminum, Welded, Down Flow, Front to Back System, 1325 SqIn, with 806 SqIn Charge Air Cooler	\$0.00
	<u>Includes</u> : RADIATOR HOSES Premium, Rubber	
12XCS	CARB EMISSION WARR COMPLIANCE Federal, Does Not Comply with CARB Emission Warranty	\$0.00
13BEK	TRANSMISSION, AUTOMATIC {Allison 4500 RDS} 6th Generation Controls, Wide Ratio, 6-Speed with Double Overdrive, with PTO Provision, Less Retarder, Includes Oil Level Sensor, On/Off Highway	\$14,962.00

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
13WDT	SHIFT CONTROL PARAMETERS {Allison} 3000 or 4000 Series Transmissions, 3 Speed S1 Secondary Shift Schedule for 5 or 6 Speed	\$48.00
13WET	TRANSMISSION SHIFT CONTROL Column Mounted Stalk Shifter, Not for Use with Allison 1000 & 2000 Series Transmission	\$50.00
13WHL	OIL COOLER, TRANSMISSION Remote Mounted, for Automatic Transmission	\$1,697.00
13WLM	TRANSMISSION OIL Synthetic; 63 thru 76 Pints	\$405.00
13WUC	ALLISON SPARE INPUT/OUTPUT for Rugged Duty Series (RDS) and Regional Haul Series (RHS), General Purpose Trucks, Construction, Package Number 223	\$0.00
13WVV	NEUTRAL AT STOP Allison Transmission Shifts to Neutral When Service Brake is Depressed and Vehicle is at Stop; Remains in Neutral Until Service Brake is Released	\$725.00
14899	SUSPENSION AIR CONTROL VALVE Pressure Release Control In Cab	\$163.00
14HRE	AXLE, REAR, TANDEM {Meritor RT-46-164P} Single Reduction, Standard Width, 46,000-lb Capacity, with Lube Oil Pump, Driver Controlled Locking Differential in Forward-Rear and Rear-Rear Axle, 200 Wheel Ends . Gear Ratio: 4.89	\$6,525.00
14UNX	SUSPENSION, REAR, AIR, TANDEM {Hendrickson PRIMAX EX} 46,000-lb Capacity, 56" Axle Spacing, 9.0" Ride Height, with Shock Absorbers	\$2,329.00
14WZY	AXLE SHAFT MODIFICATION Axle Shaft Flanges Modified for 0.625" Diameter Drive Studs with Solid Type Cone-Locks	\$498.00
15924	FUEL TANK STRAPS Bright Finish Stainless Steel	\$260.00
15BAA	DEF TANK COVER Stainless Steel	\$233.00
15LKU	FUEL/WATER SEPARATOR {Racor} Fuel Pre-Filter and Filter Base, Includes Water-In-Fuel Sensor	\$0.00
15MAD	FUEL HEATER {Cummins} Omit Plumbing for TRV on Cummins Engines	\$0.00
15SJR	FUEL TANK Top Draw, Non-Polished Aluminum, 26" Dia, 100 US Gal (379L), Mounted Left Side, Under Cab	\$618.00
15WDR	DEF TANK 10.6 US Gal (40L) Capacity, Frame Mounted Outside Left Rail, Under Cab	\$0.00
16030	CAB Conventional, Day Cab	\$0.00
	<u>Includes</u>	
	: CAB REAR SUSPENSION Air	
	: CLEARANCE/MARKER LIGHTS (5) LED Roof Mounted	
	: COAT HOOK, CAB Located on Rear Wall, Centered Above Rear Window	
	: CONSOLE, CENTER Includes Two Cup Holders and One Additional Storage Area	
	: CONSOLE, OVERHEAD Molded Plastic with Dual Storage Pockets, Retainer Nets and CB Radio Pocket; Located Above Driver and Passenger	
	: COURTESY LIGHT (2) Driver and Passenger Door Mounted	
	: DOME LIGHT, CAB Rectangular, Door and Instrument Panel Mounted Switch Activated, Timed Theater Dimming, Center Mounted, Integral to Console	
	: FLOOR COVERING Rubber, Black	
	: GLASS, ALL WINDOWS Tinted	
	: GRAB HANDLE, CAB INTERIOR (1) "A" Pillar Mounted, Passenger Side	
	: GRAB HANDLE, CAB INTERIOR (4) "B" Pillar and Door Mounted, Two Each Side	
	: READING LIGHT, CAB Located in Overhead Console	
	: STORAGE POCKET, DOOR (2) Full Length, Driver and Passenger Door	
16BAM	AIR CONDITIONER with Integral Heater and Defroster	\$0.00
	<u>Includes</u>	

<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
	: HOSE CLAMPS, HEATER HOSE Mubea Constant Tension Clamps	
16GEG	GAUGE CLUSTER Premium Level; English with English Electronic Speedometer	\$0.00
	<u>Includes</u> : GAUGE CLUSTER DISPLAY: Base Level (3" Monochromatic Display), Premium Level (5" LCD Color Display); Odometer, Voltmeter, Diagnostic Messages, Gear Indicator, Trip Odometer, Total Engine Hours, Trip Hours, MPG, Distance to Empty/Refill for : GAUGE CLUSTER Speedometer, Tachometer, Engine Coolant Temp, Fuel Gauge, DEF Gauge, Oil Pressure Gauge, Primary and Secondary Air Pressure : WARNING SYSTEM Low Fuel, Low DEF, Low Oil Pressure, High Engine Coolant Temp, Low Battery Voltage (Visual and Audible), Low Air Pressure (Primary and Secondary)	
16HCS	GAUGE, TEMPERATURE, AMBIENT Sensor Wiring with Display Unit Mounted in Cluster	\$71.00
16HGH	GAUGE, OIL TEMP, AUTO TRANS for Allison Transmission	\$48.00
16HKB	GAUGE, MANIFOLD PRESSURE Data Link Driven; Mounted in Instrument Panel, Includes Controller Module	\$97.00
16HKE	GAUGE, LOAD INDICATING REAR Text Message in Cluster Display, for use with Rear Air Suspension	\$128.00
16HKT	IP CLUSTER DISPLAY On Board Diagnostics Display of Fault Codes in Gauge Cluster	\$0.00
16LWU	SEAT, DRIVER {ISRI} Series 500, Air Suspension, High Back, Synthetic Leather, Adjustable Bolsters, Double Chamber Lumbar, Heat, Ventilation, Inboard Armrest, Adjustable Shocks, Suspension Cover, Fore/Aft Isolator, Cushion Extension, Seat Tilt, Memory Quickdown	\$847.00
16SDC	GRAB HANDLE, EXTERIOR (2) Chrome, Towel Bar Type, with Anti-Slip Rubber Inserts, for Cab Entry Mounted Left and Right Side at B-Pillar	\$283.00
16SNR	MIRRORS (2) C-Loop, Power Adjust, Heated, LED Clearance Lights, Bright Heads and Arms, 7.5" x 14" Flat Glass, Includes 7.5" x 7" Convex Mirrors, for 102" Load Width	\$667.00
	<u>Notes</u> : Mirror Dimensions are Rounded to the Nearest 0.5"	
16SRT	SEAT, PASSENGER {ISRI} Series 400, Air Suspension, High Back, Synthetic Leather, Double Chamber Lumbar, Heat, Inboard Armrest, Suspension Cover, Fore/Aft Isolator, Cushion Extension, Seat Tilt, Memory Quickdown	\$1,410.00
16VLV	MONITOR, TIRE PRESSURE Omit	(\$1,288.00)
16VSL	WINDSHIELD Heated, Single Piece	\$632.00
16VVB	CAB INTERIOR TRIM Diamond Elite, for Day Cab	\$560.00
	<u>Includes</u> : DOOR TRIM, INTERIOR Bright Handle : INSTRUMENT PANEL TRIM Black with Woodgrain Accent, Black Gauges with Chrome Bezels : SUN VISOR (4) Padded Vinyl, 2 Moveable (Front-to-Side) Primary Visors and 2 Flip-down Auxiliary Visors; Vanity Mirrors and Toll Ticket Straps Driver and Passenger Sides	
16WCR	SUNSHADE, EXTERIOR Bright Stainless Steel, 13" Drop Sun Visor, with Clear Lights	\$988.00
16WJU	WINDOW, POWER (2) and Power Door Locks, Left and Right Doors, Includes Express Down Feature	\$0.00
16XJP	INSTRUMENT PANEL Wing Panel	\$0.00
16XPT	MODESTY PANEL Chrome, with Clear Lens LED Lights, for Day Cab	\$722.00



<u>Code</u>	<u>Description</u>	<u>List</u> (US DOLLAR)
16XTM	ACCESS, CAB Aluminum, Driver & Passenger Sides, Two Steps per Door, for use with Day Cab or Sleeper Cab	\$0.00
16XWJ	WINDSHIELD WIPER BLADES Snow Type	\$30.00
16XXC	COWL TRAY LID	\$200.00
27DUS	WHEELS, FRONT {Accuride 41730} DISC; 22.5x9.00 Rims, Extra Polish Aluminum, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Steel Hubs	\$811.00
28DWL	WHEELS, REAR {Accuride 42362} DUAL DISC; 24.5x8.25 Rims, Extra Polish Aluminum, 10-Stud, 285.75mm BC, Hub-Piloted, Flanged Nut, with Aluminum Hubs	\$2,718.00
29PBS	COATING IDENTITY, REAR WHEELS {Accuride Accu-Shield} Disc Rear Wheels, Aluminum, with Vendor Applied Clear Coat, Not for Super Single/Wide Base	\$608.00
29PBT	COATING IDENTITY, FRONT WHEELS {Accuride Accu-Shield} Disc Front Wheels, Aluminum, with Vendor Applied Clear Coat, Not for Wide Base	\$278.00
29WAP	WHEEL GUARDS, FRONT {Accuride} for Metric Hub Piloted Wheels with Flanged Mounting Nuts Mounted Between Hub and Wheel	\$24.00
60AAT	BDY INTG, ADDITIONAL CAB HOLE for Customer Use	\$50.00
60ALV	BDY INTG, REMOTE POWER MODULE Mounted Inside Cab Behind Driver Seat, Up to 6 Outputs & 6 Inputs, Max 20 amp per Channel, Max 80 amp Total; Includes 1 Switch Pack Containing 6 Momentary Switches	\$790.00
7384220121	(8) TIRE, REAR 11R24.5 Load Range H G182 RSD (GOODYEAR), 473 rev/mile, 75 MPH, Drive	\$2,168.00
7792545438	(2) TIRE, FRONT 315/80R22.5 Load Range L HSC 3 (CONTINENTAL), 481 rev/mile, 68 MPH, All-Position	\$620.00
<b>Total of Product Features</b>		<b>\$317,568.00</b>
<b>Services Section:</b>		
40132	WARRANTY Standard for HX520, HX620, Effective with Vehicles Built January 1, 2021 or Later, CTS-2015B	\$0.00
40NLZ	SRV CONTRACT, EXT ELECTRICAL {Navistar Prepackaged Components} Excludes Starter and Alternator, To 60-Month/100,000 Miles (160,000 km)	\$1,374.00
40VPT	SRV CONTRACT, EXT CMS ENG/AFTR {Cummins} To 60-Month/100,000 Miles (160,000 km), Extended Cummins X15 Performance or Productivity Series Engine Coverage, Protection Plan 1 and Aftertreatment	\$5,310.00
<b>Total of Service Features</b>		<b>\$6,684.00</b>
<b>Total List Price Including Options:</b>		<b>\$324,252.00</b> (US DOLLAR)
1	Viking equipment	\$123,403.40
<b>Total Body Allied:</b>		<b>\$123,403.40</b> (US DOLLAR)
Model year 2025 surcharge		\$4,860.00
<b>Total Goods Purchased:</b>		<b>\$4,860.00</b>



<u>Description</u>	(US DOLLAR)	<u>Price</u>
Factory List Prices:		
Product Items	\$317,568.00	
Service Items	\$6,684.00	
Total Factory List Price Including Options:		\$324,252.00
Total Goods Purchased:		\$4,860.00
Prep and delivery	\$1,650.00	
Right hand spring build	\$520.00	
Total Preparation And Delivery:		\$2,170.00
Freight	\$3,100.00	
Total Freight:		\$3,100.00
Total Factory List Price Including Freight:		\$334,382.00
Less Customer Allowance:		(\$167,189.44)
Total Vehicle Price:		\$167,192.56
Total Body/Allied Equipment:		\$123,403.40
Total Sale Price:		\$290,595.96
Total Per Vehicle Sales Price:		\$290,595.96
Net Sales Price:		\$290,595.96

Please feel free to contact me regarding these specifications should your interests or needs change. I am confident you will be pleased with the quality and service of an International vehicle.

Approved by Seller:

Accepted by Purchaser:

\_\_\_\_\_  
Official Title and Date

\_\_\_\_\_  
Firm or Business Name

\_\_\_\_\_  
Authorized Signature

\_\_\_\_\_  
Authorized Signature and Date

This proposal is not binding upon the seller without  
Seller's Authorized Signature

\_\_\_\_\_  
Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

The limited warranties applicable to the vehicles described herein are Navistar, Inc.'s standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.

# ATTACHMENT 9

Land Logics Group  
25 S 34th St  
Camp Hill, PA 17011 US  
jgholbert@landlogicsgroup.com



# Quote

**ADDRESS**

James Fletcher  
Town of Canandaigua  
5440 Route 5 & 20 West  
Canandaigua, NY 14424

**SHIP TO**

James Fletcher  
Town of Canandaigua  
5440 Route 5 & 20 West  
Canandaigua, NY 14424

**QUOTE # 1238**

**DATE** 02/23/2023  
**EXPIRATION DATE** 03/24/2023

QTY	ITEM NAME	DESCRIPTION	PRICE EACH	TOTAL
1	Arrow Gold + Bundle	Includes Arrow Gold + RTK GNSS Receiver with Serial Port, Triple Frequency GNSS/Lband Antenna (L1/L2/L5), Antenna Mounting Plate, Quick Release Short Antenna Cable, Range Pole Clamp, Receiver Bracket, Smart Battery Pack, USB Data Cable, Battery Charger, Hard Shell Carrying Case, Base/Rover RTK Activation, 2-Year Warranty (90-Day Battery Warranty).	8,995.00	8,995.00
1	RAM X-Grip Smartphone Mount Large	RAM X-Grip Phone with Claw. For all Plus size phones.	70.00	70.00
1	Quick Release Pole Adapter Kit	This adapter kit mounts on a 5/8" survey pole. Kit includes: Quick-Disconnect adapter Quick-Release 1-inch adapter Pole extension	120.00	120.00
1	Technical Support	Free unlimited technical support is included for the lifetime of the GNSS receiver.	0.00	0.00
1	Free Ground Shipping	Free ground shipping (7-10 business days) on GNSS receiver bundles.	0.00	0.00

If providing a PO, please send your PO to jgholbert@landlogicsgroup.com to continue with your purchase. NET 30 Terms.

If a PO will not be provided, please have your authorized purchaser sign and return this quote as your commitment to purchase.

SUBTOTAL	9,185.00
DISCOUNT	-500.00
TAX	0.00
TOTAL	\$8,685.00

Thank you!

Accepted By

Accepted Date



## **EOS POSITIONING SYSTEMS**

1181, rue de l'Express Terrebonne QC J6W 0A2,  
Canada

2023-01-01

To Whom It May Concern,

This letter is to certify that Land Logics Group, 25 South  
34<sup>th</sup> St, Camp Hill, PA 17011, is fully qualified and  
authorized to sell and support all Eos products in the  
State of New-York

Thank you and best Regards,

*Marie-Joelle Boivin*

**Marie-Joelle Boivin**

Eos Positioning Systems Inc.

# ATTACHMENT 10





## **A TECHNICAL SERVICES PROPOSAL TO CONDUCT AN INSPECTION FOR THE TOWN OF CANANDAIGUA NEW YORK**

March 15, 2023

**BACKGROUND** – Inspect the select water main pipe segments (pipe) shown in Exhibit A to this proposal at select locations within the Town of Canandaigua New York.

### **A. INTRODUCTION**

Electro Scan, Inc. ("Contractor") appreciates the opportunity to provide this Proposal to conduct a Focused Electrode Leak Location (FELL) inspection project as a Technical Services Agreement to the TOWN OF CANANDAIGUA NEW YORK ("Owner") of the pipe.

### **B. CONTRACTOR SERVICES**

Electro Scan Inc. shall serve as Contractor for this project, with its headquarters in Sacramento, California. Currently, Electro Scan offers its products and services from international offices London (ENGLAND), Frankfurt (GERMANY), and Melbourne (AUSTRALIA).

In addition to holding all U.S. and international patents and patents pending for low voltage conductivity technologies, Contractor possesses the knowledge, expertise, development, and financial resources to mobilize, engage, deploy, conduct, capture, process, store, transmit, display, and summarize its data to streamline decision making for the rising sewer main Inspection.

### **C. SCOPE OF WORK**

Besides the work shown in Exhibit A to this proposal; the Contractor's scope of work for includes the following tasks.

#### **Task 1 - Preparatory Work and Mobilization**

In addition to the information contained in Exhibit A to this proposal, this work item also includes the following.

1. Collect and review existing information including reports, maps, flow records, maintenance records and other pertinent information. Information to be provided by the Owner to the Contractor at a minimum of 4 weeks prior to the commencement of the project.
2. Preparation and mobilization of equipment and personnel to the project site.
3. Contractors' Paul Pasko visits the inspection site with Owner staff to jointly locate up to 5 Insertions Points. This visit prior to mobilization ensures that all work is conducted in the most efficient and economic manner, with proper liaison between Contractor and Owner personnel.
4. Contractors' Paul Pasko visits the installed insertion Points with Owner staff 'virtually', using a Team's meeting originated from the Owner's cell phone mounted video camera, to verify their correctness and completeness
5. Assist Owner with preparations for any required Traffic Control, Permits, access to private property or logistical arrangements to assure safe environments for workers and visitors.
6. Pipe Constraints. Understand the pipe constraints and a plan for dealing with them to ensure a detailed and as complete a detailed inspection as possible. As the probe must travel along the intended pipe survey route and not get trapped in other pipe branches. During the probe's

travel we must collect data from the probe and retrieve it from the pipe. Pipe features and items of concern for a survey may include one or may of the items below:

- a. Pipe bends, tees, reducers, crosses, and valves
- b. Pipe distances between existing valves
- c. Interfacing projects
- d. Specific traffic management needs
- e. Vehicle, bicycle, and pedestrian impact
- f. Health and Safety Issues
- g. Snow removal. If necessary, the Town will remove enough snow from around each insertion point at the direction of the Contractor to assure a safe inspection site.
- h. Excavations and restorations that could be needed to complete a detailed survey
- i. Velocity of the water flow and the pressure of the water inside the pipe. Owner's consulting Engineer will model the pressure and flow and produce a memo that the Owner will use on inspection day to operate the water main network to assure sufficient velocity of the flow at safe water pressures inside the pipe at each insertion point.

#### **Task 2 – Contractor Inspection of the Pipe**

1. Electro Scan's DELTA and TRIDENT FELL probes are tethered devices, so there is little concern of loss or getting stuck in the pipe. The tether functions as both a power cord and data cable. Once inside the pipeline,
  - a. DELTA can travel DOWNSTREAM, up to about 1 km distance.
  - b. TRIDENT can travel UP or DOWNSTREAM, up to about 100 m distance.
  - c. The total distance surveyed is determined by many variables such as pipe flow, debris, obstructions, and valves, to name a few.
2. All data will be fed back to the Mobile Electro Scan Platform via the tether that is a standard coaxial cable. Once the data is collected on the system's laptop computer it will all be uploaded to the project's *Critical WATERS*® cloud-based portal where, depending on the strength of the cell phone signals near the pipe, it will be processed in as little as 10 minutes. Once processed, the data will be immediately available for viewing by the Contractor, Owner, and Owner staff.

#### **Task 3 – Project Administration, Management, Supervision and QA/QC**

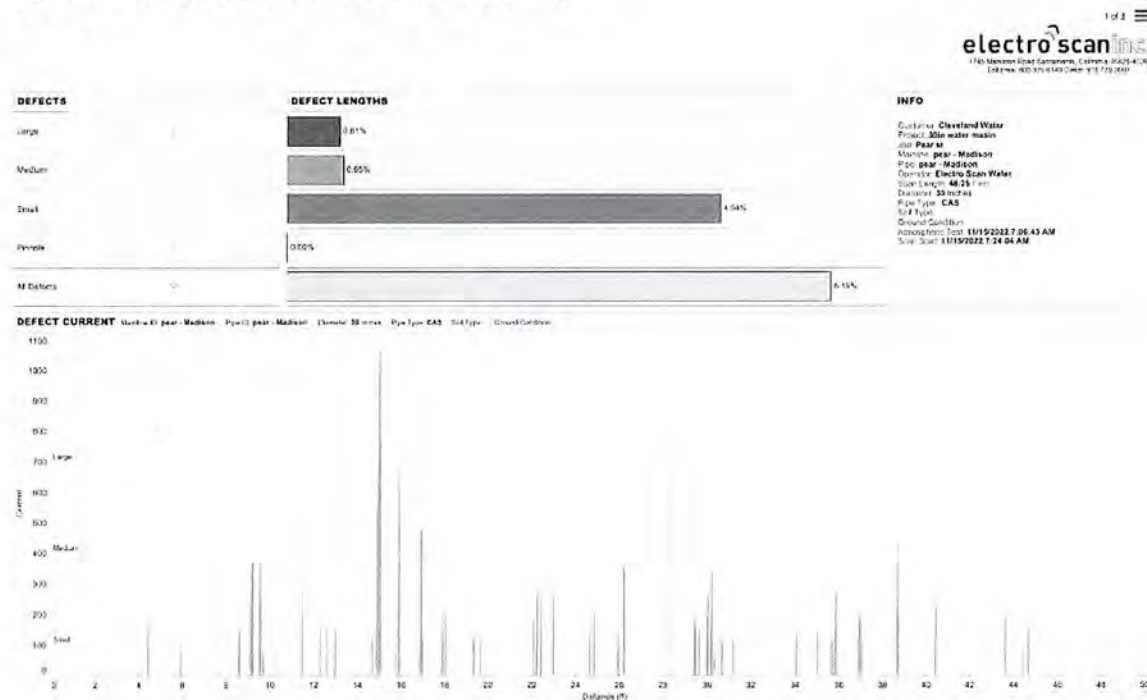
1. This task consists of supervision of field personnel, project administration, and management, scheduling of field tasks, general management and supervision of field personnel, and quality assurance/control of fieldwork and data management activities. Activities include:
  - a. General administration and periodic meetings as necessary with the Owner.
  - b. Internal project control procedures on schedules, budget, quality control review and invoices.

#### **Task 4 – Data Evaluation, Analysis, and Reporting**

1. This task consists of evaluating and analyzing the collected pipe inspection data and submitting a draft of the analyzed pipe inspection data showing found pipe wall defects (defects). The Contractor will present the defects in both tabular and graphic formats to facilitate a comparative condition assessment of inspected pipe segments. Defect data will include:
  - a. For inspections completed with either the DELTA or TRIDENT tool
    - i. Length of inspection in the pipeline
    - ii. Defects reported as shown in Figure 1.

- iii. One (1) draft PDF file like Figure 1 for each inspected pipe segment submitted to the Owner for review and comment.
  - b. For inspections completed with the TRIDENT tool
    - i. When permitted by the turbidity of the effluent inside of the pipe, one (1) draft MOV file of the CCTV inspection results for each inspected pipe segment submitted to the Owner for review and comment.
  - c. For inspections completed with the DELTA tool
    - i. While the DELTA tool also records CCTV inspection results, when permitted by the turbidity of the effluent inside of the pipe, the Contractor uses DELTA's camera primarily for navigation purposes.
      - 1. Therefore, while CCTV collected by the DELTA tool is included in the Contractor's reporting to the Owner, its quality may be significantly less than the MOV files captured by TRIDENT.

**Figure 1 – Reporting of Found Pipe Wall Defects**



**DEFECT BY LOCATION** Station ID: 0000 - Station: 1000 - Pipe ID: 0000 - Material: Concrete - Pipe Type: CAS - Sub Type: - Ground Condition:

Defect Grade	Start (ft)	Length (ft)
S	4.43	0.08
S	5.90	0.06
S	8.52	0.09
S	9.23	0.17
S	9.50	0.10
S	9.70	0.02
S	10.17	0.01
S	11.48	0.05
S	12.29	0.03
S	12.58	0.03
S	12.88	0.01
S	12.97	0.03
S	14.69	0.05
L	15.00	0.29
S	15.74	0.01
M	15.90	0.08
S	16.84	0.02
L	16.90	0.02
M	16.95	0.04
S	17.50	0.07
S	18.00	0.01
S	18.04	0.02
S	18.18	0.01
S	19.33	0.05
S	19.65	0.02
S	22.09	0.04
S	22.23	0.06
S	22.39	0.06
S	22.96	0.05
S	24.65	0.03
S	24.88	0.08
S	25.95	0.05
S	26.18	0.04
L	26.30	0.02
S	29.42	0.10
S	29.61	0.03
S	30.01	0.12
S	30.16	0.08
S	30.33	0.03
S	30.50	0.02
S	30.64	0.05
S	31.15	0.06
S	34.09	0.06
S	34.99	0.01
S	35.01	0.02

**PIPE WALL DEFECT GRADING**

Electro Scan Incorporated Delta and Trident are multi-sensor pipe inspection tools. Besides a conductivity sensor Delta contains acoustic and CCTV sensors. Besides a conductivity sensor Trident contains CCTV sensor. If the fluid conveyed by the pipe is not potable drinking water, no useful pipe wall condition assessment data is captured by either Delta or Trident's CCTV sensor.

None of the found defects were confirmed to leak by a sensor other than conductivity. This is not unusual because conductivity can detect a defect before it starts to actively leak. Also, because conductivity detects leaks that are too small for the other sensors to detect.

Whether or not a defect was confirmed to actively leak during the inspection by a sensor other than conductivity, Electro Scan grades all found defects based their size measured in millimeters by Delta and/or Trident. Defect grade is based on the conductivity thresholds in Table 1.

**TABLE 1 - DEFECT GRADING**

Defect Grade	Conductivity Threshold (Milliampères)	Estimated Approximate Leak Volume if Defect Were Leaking (GPM)*
Pinhole	20	0.5
Small	100	2
Medium	400	5
Large	700	10

\* Flow rates given in Table 1 assuming a representative pipe 6 - 24 inches diameter pressurized with water to 60 pounds per square inch and containing a 1/16, 1/8, 3/16, and 1/4 inch round orifice in its wall with areas of 0.0031, 0.0123, 0.0276, and 0.0491 square inches contributing to a pinhole, small, medium, or large defect grade respectively.

\* Leak volume is an estimation that should be verified by pre and post pipe repair analysis.

## Task 5 – Final Reporting and Presentation of Data and Summary

1. For inspections completed with either the DELTA or TRIDENT tool
  - a. Length of inspection in the pipeline
  - b. Defects reported as shown in Figure 1.
  - c. One (1) final PDF file like Figure 1 for each inspected pipe segment submitted to the Owner.



2. For inspections completed with the TRIDENT tool
  - a. When permitted by the turbidity of the effluent inside of the pipe, one (1) final MOV file of the CCTV inspection results for each inspected pipe segment submitted to the Owner.
3. For inspections completed with the DELTA tool
  - a. While the DELTA tool also records CCTV inspection results, when permitted by the turbidity of the effluent inside of the pipe, the Contractor uses DELTA's camera primarily for navigation purposes.
    - i. Therefore, while CCTV collected by the DELTA tool is included in the Contractor's reporting to the Owner, its quality may be significantly less than the MOV files captured by TRIDENT.

#### **D. SCHEDULE**

This inspection will proceed according to the schedule shown in Figure 2. The Owner and Contractor shall approve any edits to the schedule. This schedule is subject to amendment due to weather conditions both in the Town of Canandaigua on inspection day and along the route the Contractor's truck carrying the DELTA and TRIDENT tools to the Town of Canandaigua from the Contractor's yard in Sacramento, CA.

**Figure 2 – Schedule**

Scope of Work Task			
No.	Description	Completion Date	Comment
1	Pasko's visit to the inspection site		Completed January 19, 2023
2	Preparatory Work and Mobilization		
2a	<ul style="list-style-type: none"> <li>Owner returns to the Contractor this executed proposal</li> </ul>	Week of March 20	
2b	<ul style="list-style-type: none"> <li>Owner installs all insertion points</li> </ul>	Week of March 20	
2c	<ul style="list-style-type: none"> <li>Contractor's Paul Pasko visits the installed insertion Points to verify their correctness and completeness</li> </ul>	March 28	This is a virtual visit hosted by the Owner's cell phone mounted video camera and a Teams meeting.
2d	<ul style="list-style-type: none"> <li>Contractor mobilizes its inspection staff, support equipment, and Delta and Trident multi-sensor inspection tools to the inspection site</li> </ul>	Early-week of April 3	
3	Contractor Inspection of the Pipe	Week of April 17	
4	Project Administration, Management, Supervision and QA/QC	Ongoing	

5	Data Evaluation, Analysis, and Reporting	Week of April 17	Draft reporting will likely be available within 10 minutes of the probe leaving the pipe inspected. Availability will depend of the strength of the cell phone signal at the inspection site.
6	Final Reporting and Presentation of Data and Summary	Week of May 15	

#### E. COMPENSATION AND PAYMENT TERMS

The total price to cover services described section 'C. SCOPE OF WORK' of this proposal is per Figure 3 in US Dollars. Invoices will be rendered monthly and are due within thirty (30) days of receipt.

**Figure 3 – Summary of Total Price**

Scope of Work Task			
No.	Description	Price	Comment
1	Preparatory Work	\$2,000	Cost of Pasko's January 19, 2023 visit to the inspection site
2	Mobilization to New York	\$8,000	Delta and Trident will travel from Sacramento CA to the Town of Canandaigua New York
3	Contractor Inspection of the Pipe	\$50,000	2 days of inspection at a price of \$25,000 per inspection day. The cost includes Contractor's cost to prepare field work planning documents for this inspection.
4	Project Administration, Management, Supervision and QA/QC	\$0	The price for this task is included in the price for task No. 3.
5	Data Evaluation, Analysis, and Reporting	\$0	
6	Final Reporting and Presentation of Data and Summary	\$0	
<b>Total Price</b>		<b>\$60,000</b>	

#### F. TERMS AND CONDITIONS FOR INSPECTION SERVICES TO BE PROVIDED BY OWNER

In addition to the tasks shown in section 'C. SCOPE OF WORK' of this proposal, the following Terms and Conditions also apply to this Proposal.

1. Actual distance inspected is NOT guaranteed, the distance is strictly dependent on pipe conditions and configuration, termination of any scan at any time is the sole responsibility of the Contractor.
2. Contractor's staff are all certified with confined space entry.
3. Liaison with officials to provide effective coordination and cooperation between emergency services, utility departments, and the Owner, as necessary during field inspection work.
4. The necessary Owner equipment and assistance as might be required to remove the specialized equipment from the pipe should the Contractor's equipment become lodged during the work,

and to complete line repair and restoration of the area. However, the Owner will not be responsible for damage to Contractor's equipment.

5. The Contractor can add to this list of conditions after the Contractor completes Scope of Work Task 1b in Figure 2. Additions to this list can alter the Contractor's fee.

## **G. TERMS AND CONDITIONS**

**General Conditions:** These general conditions are incorporated by reference into the proposal and are part of the Agreement under which services are to be performed by the Contractor for the Owner. The Contractor will follow Owner verbal and written instructions.

**OWNER Personnel Assistance:** Contractor will require assistance from Owner Personnel to perform tasks shown in section 'C. SCOPE OF WORK' of this proposal.

**Damage Limitations:** Under no circumstances will the Contractor be responsible for indirect, incidental, or consequential damages. Contractor also is not responsible for the rendering of or failure to render architectural, engineering or surveying professional services.

**Pre-existing Conditions:** Contractor will not be responsible for liability, loss or expense (including damage caused by the backup) where the primary cause of the claim or damage is pre-existing conditions including faulty, inadequate or defective design, construction, maintenance or repair of property or contamination of the subsurface where the condition existed prior to the start of the Contractor's work. The Owner is responsible for loss of service equipment caused by the pre-existing conditions at the job site.

**Environmental Conditions:** Debris encountered is represented to Subcontractor to be non-hazardous, requiring no manifesting or special permitting. The Owner will be responsible for any additional costs or claims associated with the treatment, storage, disposal of the removed debris, or breach of the above representation, at any time during or after the completion of this project, if necessary.

**Indemnification:** Contractor and the Owner will each indemnify the other in proportion to relative fault for liability, loss and expense incurred by the other party resulting from a negligent act or omission in performance of work under this Agreement. The Owner also will indemnify Contractor for liability, loss and expense resulting from Contractor's services if the Contractor is acting at the direction or instruction of the Owner or where the primary cause of any damages is due to information provided by the Owner.

**Entire Agreement:** This proposal together with any written documents which may be incorporated by specific reference herein constitutes the entire agreement between the parties and supersedes all previous communications between them, either oral or written. The waiver by Contractor of any term, condition or provision herein stated shall not be construed to be a waiver of any other term, condition, or provision hereof.

**Insurance:** Contractor provides insurance for Workers Compensation, Auto and Commercial General Liability Insurance in the limits provided on this quotation. Any requests for Increased Limits or any other insurance type or specialty policy will be handled on a case-by-case basis and all costs associated with the purchase of this insurance will result in a direct pass through of all costs/premiums in attaining these policies.

Electro Scan Inc

Town of Canandaigua New York

Name \_\_\_\_\_

Name *James Fitts*

Title \_\_\_\_\_

Title *Deputy Superintendent*

Date \_\_\_\_\_

Date *3/27/23*



# ATTACHMENT 11

March 15, 2023

James Fletcher, Highway/Water Superintendent  
Town of Canandaigua  
5440 5 & 20 West  
Canandaigua, New York 14424

RE: PROPOSAL FOR PROFESSIONAL SERVICES  
GIS SYSTEM UPDATE & LEAD SERVICE LINE INVENTORY

Dear Jim:

It was a pleasure to meet with you recently to discuss the Town's Geographic Information System (GIS). As you know, MRB Group has been assisting the Town for several years with its GIS. It is our understanding that the Town would like to make some enhancements to its GIS to provide additional flexibility for its use in the field. As such, we have developed the scope of services outlined in this proposal to transition the Town's mapping to be hosted completely in the ESRI ArcGIS online GIS portal.

#### I. Project Overview

The Town's GIS was originally set up so that MRG Group would maintain the water distribution mapping and publish an annual read only copy to the Town's ArcGIS online portal. Field crews would then interact with the water distribution mapping through an App on their smartphone. The intent of this approach was to ensure data integrity by preventing unintentional edits by field crews. Now that the Town has become comfortable with using the technology, it is requesting the ability to have a more direct and interactive experience. One where field crews can add new features with a survey grade GPS, and update the attributes of water system features. In order to accomplish these goals, we need to transition the authoritative copy of the mapping from MRG Group's server to the Town's ArcGIS online account.

The Town is also required by the EPA to complete a Lead Service Line Inventory (LSLI) by October of 2024. As part of the migration of the Town's water distribution mapping to the ArcGIS online portal, we will setup a GIS based LSLI and map.

Finally, the Town has expressed interest in adding storm and drainage mapping to its ArcGIS online portal, and the ability to use a survey grade GPS to add water or storm assets directly to the GIS. As part of this project, we will setup the ability for the Town to create water distribution and storm drainage mapping with GPS data collection templates. This will require that the Town purchase a survey grade GPS capable of working with the ArcGIS Field Maps App. The cost of GPS equipment is not included with our proposal.

## II. Scope of Services and Compensation

The following scope of services represents our understanding of the tasks required to complete this project.

### A. ArcGIS Online Update

The following data layers will be updated in the GIS viewer:

- 2023 County Tax parcels
- 2023 NYS Street centerlines (or most recent)
- 2023 NYS Aerial photographs (or most recent)
- 2023 NYS Address points (or most recent)
- Water system updates based on town projects, subdivisions (up to current dedicated sections) and other miscellaneous system updates.

The following changes will be made to the Town's ArcGIS Online account:

- Deploy and configure the ESRI standard local government GIS model for water distribution, storm sewer/drainage, and street signs in the Town's existing ArcGIS online account.
- Format the Town's existing GIS water distribution mapping on MRB Group's server and migrate the information to the new GIS data model setup in the Town's ArcGIS online account.
- Migrate the existing valve exercising, hydrant flushing, and water main break maps to the new data structure.

At the conclusion of the project we will provide up to one (1) day of training to review the updated maps mobile apps for data entry.

Total of A (Lump Sum) ..... \$15,000.00

B. Lead Service Line Inventory

In this task, MRB group will deploy and configure the ESRI standard local government GIS data model for lead service line inventory on the Town's ArcGIS online portal. This template is based on the official EPA LSLI reporting format, and will give the Town the tools it needs to complete the historic records review inventory required by October of 2024.

In this task we will setup the following components of the LSLI:

- Lead service line editor map
- Lead service line viewer map
- Lead service line field data entry map
- Lead service line replacement manager map
- Service line self-assessment map
- Lead service line public map viewer (allows residents to look up the material of their water service)
- ArcGIS Field Maps app for smartphone use by field staff

Once the LSLI is setup in the Town's ArcGIS online, MRB group will pre-populate the address, tax-id, property use code, and age built of the structure in the inventory using the tax assessment data. This will save the town a great deal of time with initial data entry, and can help eliminate all houses constructed after 1986.

It will be the Town's responsibility to review its own water service construction records and input the information such as pipe material and construction date into the LSLI. If you have scanned .PDF water tap cards, they can be attached to each house in the GIS. We will provide up to one (1) day of hands on training with the town staff to enter and manage data in the LSLI inventory.

Total of B (Lump Sum) ..... \$16,400.00

C. Arrow Gold GPS Unit setup and training

The Town would like to purchase a new survey grade GPS unit that will be capable of directly recording new water distribution, storm

sewer, or street signs in the ArcGIS online map. We will configure all of the new GIS data models to have the necessary fields required for the GPS unit to record the data for each new point.

Once the Town receives delivery of their new GPS, we will setup the equipment, run any firmware updates on the receiver, and configure the EOS tools pro app on the smartphone or tablet the Town will use for data collection.

At the conclusion of this task, we will be available for up to three (3) days of training and assistance and needed, to support the Town staff with using the new GPS equipment.

Total of C (Lump Sum) ..... \$6,500.00

*Total Project Cost (Tasks A-C) ..... \$37,900.00*

*The cost figures shown above represent our lump sum amount. Any additional work beyond this fee and outside the scope of this proposal would be reviewed with the Client. MRB Group shall submit monthly statements for services rendered during each invoicing period based on the efforts performed during that period.*

### III. Additional Services

The following items, not included in the above services can be provided on a personnel time-charge basis, but would only be performed upon receipt of your authorization.

- A. Additional GPS field data collection
- B. Additional GIS utility mapping
- C. Additional technical support and training

IV. Commencement of Work

Upon receipt of the signed proposal, MRB Group will begin work on the project.

V. Standard Terms and Conditions

Attached hereto and made part of this Agreement is MRB Group's *Standard Terms and Conditions*.

If this proposal is acceptable to you, please sign where indicated and return one copy to our office. We have included an additional copy for your records. Thank you for your consideration of our firm. We look forward to working with you on this project.

Sincerely,

  
Gregory J. Hotaling, P.E.  
Sr. Project Manager

  
Daniel Allen, GISP  
Sr. GIS Analyst

\\mrbgroup.prv\Admindata\630006\Ltrs-Proposals\2023\gjh - CanandaiguaTownGIS\_2023-revised.docx

PROPOSAL ACCEPTED BY: \_\_\_\_\_

\_\_\_\_\_  
*Signature*

\_\_\_\_\_  
*Title*

\_\_\_\_\_  
*Date*

MRB GROUP, ENGINEERING, ARCHITECTURE, SURVEYING, D.P.C.  
AGREEMENT FOR PROFESSIONAL SERVICES  
STANDARD TERMS AND CONDITIONS

A. TERMINATION

This Agreement may be terminated by either party with seven **days' written notice** in the event of substantial failure to perform in accordance with the terms hereof by one party through no fault of the other party. If this Agreement is so terminated, the Professional Services Organization (hereinafter referred to as P.S.O.) shall be paid for services performed on the basis of his reasonable estimate for the portion of work completed prior to termination. In the event of any termination, the P.S.O. shall be paid all terminal expenses resulting therefrom, plus payment for additional services then due. Any primary payment made shall be credited toward any terminal payment due the P.S.O. If, prior to termination of this Agreement, any work designed or specified by the P.S.O. during any phase of the work is abandoned, after written notice from the client, the P.S.O. shall be paid for services performed on account of it prior to receipt of such notice from the client.

B. OWNERSHIP OF DOCUMENTS

All reports, drawings, specifications, computer files, field data and other documents prepared by the P.S.O. are instruments of service and shall remain the property of the P.S.O. The client shall not reuse or make any modification to the instruments of service without the written permission of the P.S.O. The client agrees to defend, indemnify and hold harmless the P.S.O. from all claims, damages, liabilities and costs, including **attorneys' fees, arising from reuse or modification of the instruments of service by the client** or any person or entity that acquires or obtains the instruments of service from or through the client.

C. ESTIMATES

Since the P.S.O. has no control over the cost of labor and materials, or over competitive bidding and market conditions, the estimates of construction cost provided for herein are to be made on the basis of his experience and qualifications, but the P.S.O. does not guarantee the accuracy of such estimates as compared to the Contractor's bid or the project construction cost.

D. INSURANCE

The P.S.O. agrees to procure and maintain insurance at the P.S.O.'s expense, such insurance as will protect him and the client from claims under the Workmen's Compensation Act and from claims for bodily injury, death or property damage which may arise from the negligent performance by the P.S.O. or his representative.

E. INDEPENDENT CONTRACTOR

The P.S.O. agrees that in accordance with its status as an independent contractor, it will conduct itself with such status, that it will neither hold itself out as nor claim to be an officer or employee of the client, by reason hereof, and that it will not by reason hereof make any claim, demand or application to or for any right or privilege applicable to an officer or employee of the client, including, but not limited to, Workmen's Compensation coverage, unemployment insurance benefits or Social Security coverage.

F. SUCCESSORS AND ASSIGNS

The client and the P.S.O. each binds himself and his partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement; except as above, neither the client nor the P.S.O. shall assign, submit or transfer his interest in this Agreement without the written consent of the other.

G. P.S.O. NOT RESPONSIBLE FOR SAFETY PROVISIONS

The P.S.O. is not responsible for construction means, methods, techniques, sequences or procedures, time of performance, programs, or for any safety precautions in connection with the construction work. The P.S.O. is not responsible for the Contractor's failure to execute the work in accordance with the Contract Drawings and/or Specifications.

H. INVOICES AND PAYMENT

Client will pay MRB Group, Engineering, Architecture, Surveying, D.P.C. for services in respect of the period during which Services are performed in accordance with the fee structure and work estimate set forth in the proposal. Invoices will be submitted on a periodic basis, or upon completion of Services, as indicated in the proposal or contract. All invoices are due upon receipt. Any invoice remaining unpaid after 30 days will bear interest from such date at 1.5 percent per month or at the maximum lawful interest rate, if such lawful rate is less than 1.5 percent per month. If client fails to pay any invoice when due, MRB may, at any time, and without waiving any other rights or claims against Client and without thereby incurring any liability to Client, elect to terminate performance of Services upon ten (10) days prior written notice by MRB to client. Notwithstanding any termination of Services by MRB for non-payment of Invoices, Client shall pay MRB in full for all Services rendered by MRB to the date of termination of Services plus all interest and termination costs and expenses incurred by MRB that are related to such termination. Client shall be liable to reimburse MRB for all costs and expenses of collection, including reasonable attorney's fees.

I. FEES REQUIRED FROM JURISDICTIONAL AGENCIES

MRB Group, D.P.C. is not responsible for nor does the Compensation Schedule established in the Agreement include fees or payments required of jurisdictional agencies. The client herein agrees to pay all application, entrance, recording and/or service fees required by said agencies.

J. P.S.O. NOT AN EMPLOYEE

The P.S.O. agrees not to hold himself out as an officer, employee or agent of the Owner, nor shall he make any claim against the Owner as an officer, employee or agent thereof for such benefits accruing to said officers, employees or agents.

K. INDEMNITY

The Owner will require any Contractor and Subcontractors performing the work to hold it harmless and indemnify and defend the Owner and P.S.O., their officers, employees and agents from all claims resulting from the Contractor's negligence in the performance of the work.



# ATTACHMENT 12

March 29, 2023

James Fletcher  
Town Highway/Water Superintendent  
Town of Canandaigua  
5440 Route 5 & 20 West  
Canandaigua, NY 14424

RE: PROPOSAL FOR PROFESSIONAL SERVICES  
NORTH ROAD SIDEWALKS  
TOWN OF CANANDAIGUA

Dear Jim:

We are pleased to offer you the following proposal for the above-referenced project to construct new sidewalks on North Road, generally from County Road 28 to Canandaigua High School. Thank you once again for including MRB Group on your project team.

I. Background

The Town recently completed a feasibility study of the Uptown Canandaigua area for mixed-use development and transportation. One of the transportation-related recommendations is improving the North Road corridor to enhance pedestrian connectivity to NYS 332 (the primary pedestrian corridor for the Uptown area) from the Canandaigua Schools. It is our understanding that this corridor will be planned with two (2) 11' lanes, a mountable curb, and a **5' sidewalk on the south side of the road** (located immediately adjacent to the curb). All improvements are anticipated to fit within the existing road ROW. Additionally, North Road is planned for resurfacing in the 2023 construction season following the completion of the watermain replacement project by the Canandaigua/Farmington Water District. The focus of this proposal is to complete the design of the new sidewalk along with limited design and coordination on the road, stormwater, and curb improvements (to the degree that it impacts the sidewalk design). Additionally, we will expand our survey scope beyond the sidewalk area to capture areas of the corridor

that were not previously surveyed, thereby creating base mapping that can be used for some of the future improvements.

## II. Scope of Services and Compensation

The following scope of services is based on the installation of the improvements *by Town Forces*.

### A. Survey/Basemapping

This phase of design will include the following tasks:

1. Field survey with an emphasis on the road, shoulder area, drainage, and ROW for roughly 4,600 LF of North Road. The survey width will be the ROW plus 50 feet on either side.
2. Prepare base mapping and initial sheet layout of the improvements.
3. Coordinate with the Town, City, and school district to identify any additional design considerations to facilitate connections to existing pedestrian corridors.

Subtotal of A (Items 1 – 3) ..... \$25,000.00

### B. Preliminary Design

The preliminary phase of design will include the following tasks:

1. Develop typical highway corridor cross-sections.
2. Identify highway boundary constraints.
3. Identify utility conflicts.
4. Develop preliminary horizontal/vertical design alignment.
5. Perform drainage analysis related to the sidewalk improvements.
6. Develop preliminary underdrain and storm sewer design.
7. Preliminary Construction Estimate.
8. SEQR (Part 1 of the Short EAF).
9. Preliminary Design review with the Highway Superintendent.

Subtotal of B (Items 1 -9) ..... \$20,000.00

C. Final Design

The Final phase of design will in the following tasks:

1. Highway corridor cross-sections at 50' intervals and at critical section areas to evaluate minor modifications.
2. Construction-level detailed plans including:
  - a. Pavement Plan and Profile.
  - b. Storm Sewer Plan and Profile.
  - c. Sidewalk Plan and Profile and connections to the existing pedestrian corridors.
  - d. Maintenance and protection of traffic details
  - e. Striping and Signage Plan.
  - f. Utility Details and Highway Details.
3. Final Quantity Take-off.
4. Final Construction Cost Estimate.
5. Final Design review with the Highway Superintendent.

Subtotal of C (Items 1 – 5) ..... \$17,500.00

*Total Design Compensation (Lump Sum) ..... \$62,500.00*

III. Additional Services

The following items, not included in the above services, can be provided on a personnel time-charge basis, but would only be performed upon receipt of your authorization.

- A. Archeological Services if required by SHPO.
- B. Biological Services for endangered/threatened species survey and/or wetland delineation and/or reports.
- C. Easement maps/ROW taking maps (\$750 per easement map).
- D. Pavement Design.
- E. Permit fees/permitting services.
- F. Preparation of Notice of Intent and SWPPP Report.

- G. Special Inspections (such as compaction testing, asphalt testing, etc.).
- H. Specifications.
- I. Plans prepared for public bidding.
- J. Bidding Services.
- K. Construction Administration or Observation services (Construction Phase services).

IV. Commencement of Work

Upon receipt of the signed proposal, MRB Group will begin work on the project.

V. Standard Terms and Conditions

Attached hereto and made part of this Agreement is MRB Group's *Standard Terms and Conditions*

If this proposal is acceptable to you, please sign where indicated and return one copy to our office. Thank you for your consideration of our firm. We look forward to working with you on this project.

Sincerely,

  
Gregory J. Hotaling, P.E.  
Project Manager

  
James J. Oberst, P.E.  
Executive Vice President/COO

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PROPOSAL ACCEPTED BY, TOWN OF CANANDAIGUA:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

MRB GROUP, ENGINEERING, ARCHITECTURE, SURVEYING, D.P.C.  
AGREEMENT FOR PROFESSIONAL SERVICES  
STANDARD TERMS AND CONDITIONSA. TERMINATION

This Agreement may be terminated by either party **with seven days' written notice** in the event of substantial failure to perform in accordance with the terms hereof by one party through no fault of the other party. If this Agreement is so terminated, the Professional Services Organization (hereinafter referred to as P.S.O.) shall be paid for services performed on the basis of his reasonable estimate for the portion of work completed prior to termination. In the event of any termination, the P.S.O. shall be paid all terminal expenses resulting therefrom, plus payment for additional services then due. Any primary payment made shall be credited toward any terminal payment due the P.S.O. If, prior to termination of this Agreement, any work designed or specified by the P.S.O. during any phase of the work is abandoned, after written notice from the client, the P.S.O. shall be paid for services performed on account of it prior to receipt of such notice from the client.

B. OWNERSHIP OF DOCUMENTS

All reports, drawings, specifications, computer files, field data and other documents prepared by the P.S.O. are instruments of service and shall remain the property of the P.S.O. The client shall not reuse or make any modification to the instruments of service without the written permission of the P.S.O. The client agrees to defend, indemnify and hold harmless the P.S.O. from all claims, damages, liabilities and costs, including **attorneys' fees, arising from reuse or modification of the instruments of service by the client** or any person or entity that acquires or obtains the instruments of service from or through the client.

C. ESTIMATES

Since the P.S.O. has no control over the cost of labor and materials, or over competitive bidding and market conditions, the estimates of construction cost provided for herein are to be made on the basis of his experience and qualifications, but the P.S.O. does not guarantee the accuracy of such estimates as compared to the Contractor's bid or the project construction cost.

D. INSURANCE

The P.S.O. agrees to procure and maintain insurance at the P.S.O.'s expense, such insurance as will protect him and the client from claims under the Workmen's Compensation Act and from claims for bodily injury, death or property damage which may arise from the negligent performance by the P.S.O. or his representative.

E. INDEPENDENT CONTRACTOR

The P.S.O. agrees that in accordance with its status as an independent contractor, it will conduct itself with such status, that it will neither hold itself out as nor claim to be an officer or employee of the client, by reason hereof, and that it will not by reason hereof make any claim, demand or application to or for any right or privilege applicable to an officer or employee of the client, including, but not limited to, Workmen's Compensation coverage, unemployment insurance benefits or Social Security coverage.

F. SUCCESSORS AND ASSIGNS

The client and the P.S.O. each binds himself and his partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement; except as above, neither the client nor the P.S.O. shall assign, submit or transfer his interest in this Agreement without the written consent of the other.

G. P.S.O. NOT RESPONSIBLE FOR SAFETY PROVISIONS

The P.S.O. is not responsible for construction means, methods, techniques, sequences or procedures, time of performance, programs, or for any safety precautions in connection with the construction work. The P.S.O. is not responsible for the Contractor's failure to execute the work in accordance with the Contract Drawings and/or Specifications.

H. INVOICES AND PAYMENT

Client will pay MRB Group, Engineering, Architecture, Surveying, D.P.C. for services in respect of the period during which Services are performed in accordance with the fee structure and work estimate set forth in the proposal. Invoices will be submitted on a periodic basis, or upon completion of Services, as indicated in the proposal or contract. All invoices are due upon receipt. Any invoice remaining unpaid after 30 days will bear interest from such date at 1.5 percent per month or at the maximum lawful interest rate, if such lawful rate is less than 1.5 percent per month. If client fails to pay any invoice when due, MRB may, at any time, and without waiving any other rights or claims against Client and without thereby incurring any liability to Client, elect to terminate performance of Services upon ten (10) days prior written notice by MRB to client. Notwithstanding any termination of Services by MRB for non-payment of Invoices, Client shall pay MRB in full for all Services rendered by MRB to the date of termination of Services plus all interest and termination costs and expenses incurred by MRB that are related to such termination. Client shall be liable to reimburse MRB for all costs and expenses of collection, including reasonable attorney's fees.

I. FEES REQUIRED FROM JURISDICTIONAL AGENCIES

MRB Group, D.P.C. is not responsible for nor does the Compensation Schedule established in the Agreement include fees or payments required of jurisdictional agencies. The client herein agrees to pay all application, entrance, recording and/or service fees required by said agencies.

J. P.S.O. NOT AN EMPLOYEE

The P.S.O. agrees not to hold himself out as an officer, employee or agent of the Owner, nor shall he make any claim against the Owner as an officer, employee or agent thereof for such benefits accruing to said officers, employees or agents.

K. INDEMNITY

The Owner will require any Contractor and Subcontractors performing the work to hold it harmless and indemnify and defend the Owner and P.S.O., their officers, employees and agents from all claims resulting from the Contractor's negligence in the performance of the work.

# ATTACHMENT 13



April 4, 2023

James Fletcher  
Town Highway/Water Superintendent  
Town of Canandaigua  
5440 Route 5 & 20 West  
Canandaigua, NY 14424

RE: PROPOSAL FOR PROFESSIONAL SERVICES  
OUTHOUSE ROAD COMPLETE STREETS  
TOWN OF CANANDAIGUA

Dear Jim:

We are pleased to offer you the following proposal for the above-referenced project to construct new sidewalks, bike lanes, and traffic calming features on Outhouse Road generally from County Road 30 to Buffalo Street Extension. Thank you once again for including MRB Group on your project team.

I. Background

With the development of Motion Junction and the overwhelming success of Outhouse Park, the Town wants to make improvements to Outhouse Road to enhance multi-modal transportation and improve the overall look and feel of Outhouse Road to be more like a typical 'park road'. It is our understanding that this corridor will be planned with two (2) 11' lanes, two (2) 5' bike lanes, potentially a mountable curb, traffic calming features (such as a raised center median), and a 5' sidewalk on the east side of the road. With this magnitude of changes to the highway corridor, it is expected that portions of the road will be a complete reconstruction. All improvements are anticipated to fit within the existing road ROW. The focus of this proposal is to complete the design of the 'complete street' along with limited design and coordination on the road, stormwater, and (potentially) curb improvements. It is our understanding that the Town will complete this work utilizing Town Forces (i.e. not publicly bid)

## II. Scope of Services and Compensation

The following scope of services is based on the installation of the improvements by *Town Forces*.

### A. Survey/Base mapping

This phase of design will include the following tasks:

1. Field survey with an emphasis on the road, shoulder area, drainage, and ROW (plus approximately 50' beyond the ROW) for roughly 3,100 LF of Outhouse Road.
2. Prepare base mapping and initial sheet layout of the improvements.
3. Coordinate with the Town, City, and school district to identify any additional design considerations to facilitate connections to existing pedestrian corridors.

Subtotal of A (Items 1 – 3) ..... \$16,000.00

### B. Preliminary Design

The preliminary phase of design will include the following tasks:

1. Develop typical highway corridor cross-sections.
2. Design traffic calming features
3. Identify highway boundary constraints.
4. Identify utility conflicts.
5. Develop preliminary horizontal/vertical design alignment.
6. Perform drainage analysis related to the sidewalk and bike lane improvements.
7. Develop preliminary underdrain and storm sewer design.
8. Develop a preliminary landscaping plan
9. Preliminary Construction Estimate.
10. SEQR (Part 1 of the Short EAF).
11. Preliminary Design review with the Highway Superintendent.

Subtotal of B (Items 1 -11) ..... \$27,000.00

C. Final Design

The Final phase of design will in the following tasks:

1. Highway corridor cross-sections at 50' intervals and at critical section areas to evaluate minor modifications.
2. Construction level detailed plans including:
  - a. Pavement Plan and Profile.
  - b. Storm Sewer Plan and Profile.
  - c. Sidewalk Plan and Profile and connections to the existing pedestrian corridors.
  - d. Maintenance and protection of traffic details
  - e. Striping and Signage Plan.
  - f. Landscaping Plan
  - g. Utility Details and Highway Details.
3. Prepare a SWPPP & NOI
4. Final Quantity Take-off.
5. Final Construction Estimate.
6. Final Design review with the Highway Superintendent.

Subtotal of C (Items 1 – 6) ..... \$32,000.00

*Total Design Compensation (Lump Sum) ..... \$75,000.00*

III. Additional Services

The following items, not included in the above services, can be provided on a personnel time-charge basis, but would only be performed upon receipt of your authorization.

- A. Archeological Services if required by SHPO.
- B. Biological Services for endangered/threatened species survey and/or wetland delineation and/or reports.
- C. Easement maps/ROW taking maps (\$750 per easement map).
- D. Pavement Design.
- E. Permit fees/permitting services.
- F. Preparation of Notice of Intent and SWPPP Report.
- G. Special Inspections (such as compaction testing, asphalt testing, etc.).

- H. Specifications.
- I. Plans prepared for public bidding.
- J. Bidding Services.
- K. Construction Administration or Observation services (Construction Phase services).
- L. SWPPP inspections

IV. Commencement of Work

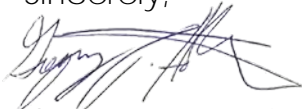
Upon receipt of the signed proposal, MRB Group will begin work on the project.

V. Standard Terms and Conditions

**Attached hereto and made part of this Agreement is MRB Group's  
Standard Terms and Conditions.**

If this proposal is acceptable to you, please sign where indicated and return one copy to our office. We have included an additional copy for your records. Thank you for your consideration of our firm. We look forward to working with you on this project.

Sincerely,



Gregory J. Hotaling, P.E.  
Project Manager



James J. Oberst, P.E.  
Executive Vice President/COO

[https://mrbgrou365.sharepoint.com/sites/Proposals/Shared Documents/Letter Proposals/2023/gjh-Outhouse Road\\_Sidewalks\\_Proposal-3.30.23.docx](https://mrbgrou365.sharepoint.com/sites/Proposals/Shared Documents/Letter Proposals/2023/gjh-Outhouse Road_Sidewalks_Proposal-3.30.23.docx)

PROPOSAL ACCEPTED BY, TOWN OF CANANDAIGUA:

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

MRB GROUP, ENGINEERING, ARCHITECTURE, SURVEYING, D.P.C.  
AGREEMENT FOR PROFESSIONAL SERVICES  
STANDARD TERMS AND CONDITIONS

A. TERMINATION

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C. ESTIMATES

Since the P.S.O. has no control over the cost of labor and materials, or over competitive bidding and market conditions, the estimates of construction cost provided for herein are to be made on the basis of his experience and qualifications, but the P.S.O. does not guarantee the accuracy of such estimates as compared to the Contractor's bid or the project construction cost.

D. INSURANCE

The P.S.O. agrees to procure and maintain insurance at the P.S.O.'s expense, such insurance as will protect him and the client from claims under the Workmen's Compensation Act and from claims for bodily injury, death or property damage which may arise from the negligent performance by the P.S.O. or his representative.

E. INDEPENDENT CONTRACTOR

The P.S.O. agrees that in accordance with its status as an independent contractor, it will conduct itself with such status, that it will neither hold itself out as nor claim to be an officer or employee of the client, by reason hereof, and that it will not by reason hereof make any claim, demand or application to or for any right or privilege applicable to an officer or employee of the client, including, but not limited to, Workmen's Compensation coverage, unemployment insurance benefits or Social Security coverage.

F. SUCCESSORS AND ASSIGNS

The client and the P.S.O. each binds himself and his partners, successors, executors, administrators and assigns to the other party of this Agreement and to the partners, successors, executors, administrators and assigns of such other party, in respect to all covenants of this Agreement; except as above, neither the client nor the P.S.O. shall assign, submit or transfer his interest in this Agreement without the written consent of the other.

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Client will pay MRB Group, Engineering, Architecture, Surveying, D.P.C. for services in respect of the period during which Services are performed in accordance with the fee structure and work estimate set forth in the proposal. Invoices will be submitted on a periodic basis, or upon completion of Services, as indicated in the proposal or contract. All invoices are due upon receipt. Any invoice remaining unpaid after 30 days will bear interest from such date at 1.5 percent per month or at the maximum lawful interest rate, if such lawful rate is less than 1.5 percent per month. If client fails to pay any invoice when due, MRB may, at any time, and without waiving any other rights or claims against Client and without thereby incurring any liability to Client, elect to terminate performance of Services upon ten (10) days prior written notice by MRB to client. Notwithstanding any termination of Services by MRB for non-payment of Invoices, Client shall pay MRB in full for all Services rendered by MRB to the date of termination of Services plus all interest and termination costs and expenses incurred by MRB that are related to such termination. Client shall be liable to reimburse MRB for all costs and expenses of collection, including reasonable attorney's fees.

I. FEES REQUIRED FROM JURISDICTIONAL AGENCIES

MRB Group, D.P.C. is not responsible for nor does the Compensation Schedule established in the Agreement include fees or payments required of jurisdictional agencies. The client herein agrees to pay all application, entrance, recording and/or service fees required by said agencies.

J. P.S.O. NOT AN EMPLOYEE

The P.S.O. agrees not to hold himself out as an officer, employee or agent of the Owner, nor shall he make any claim against the Owner as an officer, employee or agent thereof for such benefits accruing to said officers, employees or agents.

K. INDEMNITY

The Owner will require any Contractor and Subcontractors performing the work to hold it harmless and indemnify and defend the Owner and P.S.O., their officers, employees and agents from all claims resulting from the Contractor's negligence in the performance of the work.

# ATTACHMENT 14

**Full Environmental Assessment Form**  
**Part 1 - Project and Setting**

**Instructions for Completing Part 1**

**Part 1 is to be completed by the applicant or project sponsor.** Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification.

Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information; indicate whether missing information does not exist, or is not reasonably available to the sponsor; and, when possible, generally describe work or studies which would be necessary to update or fully develop that information.

Applicants/sponsors must complete all items in Sections A & B. In Sections C, D & E, most items contain an initial question that must be answered either "Yes" or "No". If the answer to the initial question is "Yes", complete the sub-questions that follow. If the answer to the initial question is "No", proceed to the next question. Section F allows the project sponsor to identify and attach any additional information. Section G requires the name and signature of the applicant or project sponsor to verify that the information contained in Part 1 is accurate and complete.

**A. Project and Applicant/Sponsor Information.**

Name of Action or Project: Town of Canandaigua Transfer Station Facility		
Project Location (describe, and attach a general location map): Route 5 & 20 W, Town of Canandaigua		
Brief Description of Proposed Action (include purpose or need):  The development of approximately 7 acres of Town owned land in the Town of Canandaigua in order to build a new transfer station. The project includes the relocation of the existing transfer station from the highway department property to the proposed adjacent lot. Public access will be provided from Route 5 & 20. a separate, non public, access to the site will be provided via an access road from the existing highway department site.		
Name of Applicant/Sponsor: Town of Canandaigua	Telephone: 585-337-4728	
	E-Mail: jsimpson@townofcanandaigua.org	
Address: 5440 Route 5&20		
City/PO: Canandaigua	State: NY	Zip Code: 14424
Project Contact (if not same as sponsor; give name and title/role): Doug Finch	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:
Property Owner (if not same as sponsor):	Telephone:	
	E-Mail:	
Address:		
City/PO:	State:	Zip Code:



**B. Government Approvals**

<b>B. Government Approvals, Funding, or Sponsorship.</b> ("Funding" includes grants, loans, tax relief, and any other forms of financial assistance.)		
<b>Government Entity</b>	<b>If Yes: Identify Agency and Approval(s) Required</b>	<b>Application Date (Actual or projected)</b>
a. City Counsel, Town Board, <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No or Village Board of Trustees	Town of Canandaigua Town Board	
b. City, Town or Village <input type="checkbox"/> Yes <input type="checkbox"/> No Planning Board or Commission		
c. City, Town or <input type="checkbox"/> Yes <input type="checkbox"/> No Village Zoning Board of Appeals		
d. Other local agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
e. County agencies <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Ontario County Planning Board	
f. Regional agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
g. State agencies <input type="checkbox"/> Yes <input type="checkbox"/> No	NYS DOT, NYS DEC	
h. Federal agencies <input type="checkbox"/> Yes <input type="checkbox"/> No		
i. Coastal Resources. i. Is the project site within a Coastal Area, or the waterfront area of a Designated Inland Waterway? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  ii. Is the project site located in a community with an approved Local Waterfront Revitalization Program? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No iii. Is the project site within a Coastal Erosion Hazard Area? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No		

**C. Planning and Zoning**

<b>C.1. Planning and zoning actions.</b>	
Will administrative or legislative adoption, or amendment of a plan, local law, ordinance, rule or regulation be the only approval(s) which must be granted to enable the proposed action to proceed?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<ul style="list-style-type: none"> <li>If Yes, complete sections C, F and G.</li> <li>If No, proceed to question C.2 and complete all remaining sections and questions in Part 1</li> </ul>	
<b>C.2. Adopted land use plans.</b>	
a. Do any municipally- adopted (city, town, village or county) comprehensive land use plan(s) include the site where the proposed action would be located?	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, does the comprehensive plan include specific recommendations for the site where the proposed action would be located?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
b. Is the site of the proposed action within any local or regional special planning district (for example: Greenway; Brownfield Opportunity Area (BOA); designated State or Federal heritage area; watershed management plan; or other?)	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
If Yes, identify the plan(s): Canandaigua Lake Watershed _____ _____ _____	
c. Is the proposed action located wholly or partially within an area listed in an adopted municipal open space plan, or an adopted municipal farmland protection plan?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
If Yes, identify the plan(s): _____ _____ _____	

### C.3. Zoning

a. Is the site of the proposed action located in a municipality with an adopted zoning law or ordinance. ☒ Yes ☐ No  
If Yes, what is the zoning classification(s) including any applicable overlay district?  
Planned Unit Development

b. Is the use permitted or allowed by a special or conditional use permit? ☒ Yes ☐ No

c. Is a zoning change requested as part of the proposed action? ☐ Yes ☒ No  
If Yes,  
i. What is the proposed new zoning for the site? \_\_\_\_\_

### C.4. Existing community services.

a. In what school district is the project site located? Canandaigua City School District

b. What police or other public protection forces serve the project site?  
Canandaigua Police Department Ontario County Sheriff's Office, New York State Police

c. Which fire protection and emergency medical services serve the project site?  
Town of Canandaigua Fire Protection District, Canandaigua Emergency Squad.

d. What parks serve the project site?  
Baker park, Richard P. Outhouse Memorial Park

### D. Project Details

#### D.1. Proposed and Potential Development

a. What is the general nature of the proposed action (e.g., residential, industrial, commercial, recreational; if mixed, include all components)? commercial

b. a. Total acreage of the site of the proposed action? 7.3 acres  
b. Total acreage to be physically disturbed? 7.3 acres  
c. Total acreage (project site and any contiguous properties) owned  
or controlled by the applicant or project sponsor? 30.3 acres

c. Is the proposed action an expansion of an existing project or use? ☐ Yes ☒ No  
i. If Yes, what is the approximate percentage of the proposed expansion and identify the units (e.g., acres, miles, housing units, square feet)? % \_\_\_\_\_ Units: \_\_\_\_\_

d. Is the proposed action a subdivision, or does it include a subdivision? ☐ Yes ☒ No  
If Yes,

i. Purpose or type of subdivision? (e.g., residential, industrial, commercial; if mixed, specify types) \_\_\_\_\_

ii. Is a cluster/conservation layout proposed? ☐ Yes ☒ No

iii. Number of lots proposed? \_\_\_\_\_

iv. Minimum and maximum proposed lot sizes? Minimum \_\_\_\_\_ Maximum \_\_\_\_\_

e. Will the proposed action be constructed in multiple phases? ☐ Yes ☒ No

i. If No, anticipated period of construction: \_\_\_\_\_ months

ii. If Yes:

- Total number of phases anticipated \_\_\_\_\_
- Anticipated commencement date of phase 1 (including demolition) \_\_\_\_\_ month \_\_\_\_\_ year
- Anticipated completion date of final phase \_\_\_\_\_ month \_\_\_\_\_ year
- Generally describe connections or relationships among phases, including any contingencies where progress of one phase may determine timing or duration of future phases: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

f. Does the project include new residential uses? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span> If Yes, show numbers of units proposed.				
	<u>One Family</u>	<u>Two Family</u>	<u>Three Family</u>	<u>Multiple Family (four or more)</u>
Initial Phase	_____	_____	_____	_____
At completion	_____	_____	_____	_____
of all phases	_____	_____	_____	_____

g. Does the proposed action include new non-residential construction (including expansions)? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span> If Yes,	
i. Total number of structures <u>2</u> ii. Dimensions (in feet) of largest proposed structure: <u>18</u> height; <u>84</u> width; and <u>86</u> length iii. Approximate extent of building space to be heated or cooled: <u>375</u> square feet	

h. Does the proposed action include construction or other activities that will result in the impoundment of any liquids, such as creation of a water supply, reservoir, pond, lake, waste lagoon or other storage? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span> If Yes,	
i. Purpose of the impoundment: _____ ii. If a water impoundment, the principal source of the water: <input type="checkbox"/> Ground water <input type="checkbox"/> Surface water streams <input type="checkbox"/> Other specify: _____ iii. If other than water, identify the type of impounded/contained liquids and their source. _____ iv. Approximate size of the proposed impoundment. Volume: _____ million gallons; surface area: _____ acres v. Dimensions of the proposed dam or impounding structure: _____ height; _____ length vi. Construction method/materials for the proposed dam or impounding structure (e.g., earth fill, rock, wood, concrete): _____	

**D.2. Project Operations**

a. Does the proposed action include any excavation, mining, or dredging, during construction, operations, or both? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span> (Not including general site preparation, grading or installation of utilities or foundations where all excavated materials will remain onsite) If Yes:	
i. What is the purpose of the excavation or dredging? _____ ii. How much material (including rock, earth, sediments, etc.) is proposed to be removed from the site? • Volume (specify tons or cubic yards): _____ • Over what duration of time? _____ iii. Describe nature and characteristics of materials to be excavated or dredged, and plans to use, manage or dispose of them. _____ _____ iv. Will there be onsite dewatering or processing of excavated materials? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> If yes, describe. _____ _____ v. What is the total area to be dredged or excavated? _____ acres vi. What is the maximum area to be worked at any one time? _____ acres vii. What would be the maximum depth of excavation or dredging? _____ feet viii. Will the excavation require blasting? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span> ix. Summarize site reclamation goals and plan: _____ _____ _____	

b. Would the proposed action cause or result in alteration of, increase or decrease in size of, or encroachment into any existing wetland, waterbody, shoreline, beach or adjacent area? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span> If Yes:	
i. Identify the wetland or waterbody which would be affected (by name, water index number, wetland map number or geographic description): _____ _____ _____	

ii. Describe how the proposed action would affect that waterbody or wetland, e.g. excavation, fill, placement of structures, or alteration of channels, banks and shorelines. Indicate extent of activities, alterations and additions in square feet or acres:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

iii. Will the proposed action cause or result in disturbance to bottom sediments? ☐ Yes ☐ No  
If Yes, describe: \_\_\_\_\_

iv. Will the proposed action cause or result in the destruction or removal of aquatic vegetation? ☐ Yes ☐ No  
If Yes:

- acres of aquatic vegetation proposed to be removed: \_\_\_\_\_
- expected acreage of aquatic vegetation remaining after project completion: \_\_\_\_\_
- purpose of proposed removal (e.g. beach clearing, invasive species control, boat access): \_\_\_\_\_
- proposed method of plant removal: \_\_\_\_\_
- if chemical/herbicide treatment will be used, specify product(s): \_\_\_\_\_

v. Describe any proposed reclamation/mitigation following disturbance: \_\_\_\_\_

\_\_\_\_\_

c. Will the proposed action use, or create a new demand for water? ☒ Yes ☐ No  
If Yes:

i. Total anticipated water usage/demand per day: \_\_\_\_\_ gallons/day

ii. Will the proposed action obtain water from an existing public water supply? ☒ Yes ☐ No  
If Yes:

- Name of district or service area: Town of Canandaigua Water District
- Does the existing public water supply have capacity to serve the proposal? ☒ Yes ☐ No
- Is the project site in the existing district? ☒ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☒ No
- Do existing lines serve the project site? ☒ Yes ☐ No

iii. Will line extension within an existing district be necessary to supply the project? ☐ Yes ☒ No  
If Yes:

- Describe extensions or capacity expansions proposed to serve this project: \_\_\_\_\_
- Source(s) of supply for the district: \_\_\_\_\_

iv. Is a new water supply district or service area proposed to be formed to serve the project site? ☐ Yes ☒ No  
If Yes:

- Applicant/sponsor for new district: \_\_\_\_\_
- Date application submitted or anticipated: \_\_\_\_\_
- Proposed source(s) of supply for new district: \_\_\_\_\_

v. If a public water supply will not be used, describe plans to provide water supply for the project: \_\_\_\_\_

vi. If water supply will be from wells (public or private), what is the maximum pumping capacity: \_\_\_\_\_ gallons/minute.

d. Will the proposed action generate liquid wastes? ☒ Yes ☐ No  
If Yes:

i. Total anticipated liquid waste generation per day: \_\_\_\_\_ 300 gallons/day

ii. Nature of liquid wastes to be generated (e.g., sanitary wastewater, industrial; if combination, describe all components and approximate volumes or proportions of each): sanitary wastewater

iii. Will the proposed action use any existing public wastewater treatment facilities? ☒ Yes ☐ No  
If Yes:

- Name of wastewater treatment plant to be used: City of Canandaigua/Ontario County WWTP
- Name of district: Ontario County Sewer District
- Does the existing wastewater treatment plant have capacity to serve the project? ☒ Yes ☐ No
- Is the project site in the existing district? ☒ Yes ☐ No
- Is expansion of the district needed? ☐ Yes ☒ No

<ul style="list-style-type: none"> <li>• Do existing sewer lines serve the project site? _____</li> <li>• Will a line extension within an existing district be necessary to serve the project? _____</li> </ul> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Describe extensions or capacity expansions proposed to serve this project: _____</li> </ul>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>iv. Will a new wastewater (sewage) treatment district be formed to serve the project site? _____</p> <p>If Yes:</p> <ul style="list-style-type: none"> <li>• Applicant/sponsor for new district: _____</li> <li>• Date application submitted or anticipated: _____</li> <li>• What is the receiving water for the wastewater discharge? _____</li> </ul> <p>v. If public facilities will not be used, describe plans to provide wastewater treatment for the project, including specifying proposed receiving water (name and classification if surface discharge or describe subsurface disposal plans): _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>vi. Describe any plans or designs to capture, recycle or reuse liquid waste: _____</p>	
<p>e. Will the proposed action disturb more than one acre and create stormwater runoff, either from new point sources (i.e. ditches, pipes, swales, curbs, gutters or other concentrated flows of stormwater) or non-point source (i.e. sheet flow) during construction or post construction? _____</p> <p>If Yes:</p> <p>i. How much impervious surface will the project create in relation to total size of project parcel?</p> <p style="margin-left: 40px;">_____ Square feet or _____ 3 acres (impervious surface)</p> <p style="margin-left: 40px;">_____ Square feet or _____ 7 acres (parcel size)</p> <p>ii. Describe types of new point sources. _____</p> <p>iii. Where will the stormwater runoff be directed (i.e. on-site stormwater management facility/structures, adjacent properties, groundwater, on-site surface water or off-site surface waters)? _____</p> <p><small>New stormwater management practices will be designed and constructed in accordance with NYSDEC / GP-0-20-001 requirements. Discharges from the site will generally follow existing patterns or be directed to storm sewer.</small></p> <ul style="list-style-type: none"> <li>• If to surface waters, identify receiving water bodies or wetlands: _____</li> <li>• Will stormwater runoff flow to adjacent properties? _____</li> </ul>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>iv. Does the proposed plan minimize impervious surfaces, use pervious materials or collect and re-use stormwater? _____</p> <p>f. Does the proposed action include, or will it use on-site, one or more sources of air emissions, including fuel combustion, waste incineration, or other processes or operations? _____</p> <p>If Yes, identify:</p> <p>i. Mobile sources during project operations (e.g., heavy equipment, fleet or delivery vehicles)</p> <p>Highway department vehicles _____</p> <p>ii. Stationary sources during construction (e.g., power generation, structural heating, batch plant, crushers) _____</p> <p>iii. Stationary sources during operations (e.g., process emissions, large boilers, electric generation) _____</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>g. Will any air emission sources named in D.2.f (above), require a NY State Air Registration, Air Facility Permit, or Federal Clean Air Act Title IV or Title V Permit? _____</p> <p>If Yes:</p> <p>i. Is the project site located in an Air quality non-attainment area? (Area routinely or periodically fails to meet ambient air quality standards for all or some parts of the year) _____</p> <p>ii. In addition to emissions as calculated in the application, the project will generate:</p> <ul style="list-style-type: none"> <li>• _____ Tons/year (short tons) of Carbon Dioxide (CO<sub>2</sub>)</li> <li>• _____ Tons/year (short tons) of Nitrous Oxide (N<sub>2</sub>O)</li> <li>• _____ Tons/year (short tons) of Perfluorocarbons (PFCs)</li> <li>• _____ Tons/year (short tons) of Sulfur Hexafluoride (SF<sub>6</sub>)</li> <li>• _____ Tons/year (short tons) of Carbon Dioxide equivalent of Hydrofluorocarbons (HFCs)</li> <li>• _____ Tons/year (short tons) of Hazardous Air Pollutants (HAPs)</li> </ul>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

<p>h. Will the proposed action generate or emit methane (including, but not limited to, sewage treatment plants, landfills, composting facilities)? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Estimate methane generation in tons/year (metric): _____</p> <p>ii. Describe any methane capture, control or elimination measures included in project design (e.g., combustion to generate heat or electricity, flaring): _____</p>			
<p>i. Will the proposed action result in the release of air pollutants from open-air operations or processes, such as quarry or landfill operations? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes: Describe operations and nature of emissions (e.g., diesel exhaust, rock particulates/dust): _____</p>			
<p>j. Will the proposed action result in a substantial increase in traffic above present levels or generate substantial new demand for transportation facilities or services? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. When is the peak traffic expected (Check all that apply): <input type="checkbox"/> Morning <input type="checkbox"/> Evening <input type="checkbox"/> Weekend  <input type="checkbox"/> Randomly between hours of _____ to _____.</p> <p>ii. For commercial activities only, projected number of truck trips/day and type (e.g., semi trailers and dump trucks): _____</p> <p>iii. Parking spaces: Existing _____ Proposed _____ Net increase/decrease _____</p> <p>iv. Does the proposed action include any shared use parking? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>v. If the proposed action includes any modification of existing roads, creation of new roads or change in existing access, describe: _____</p> <p>vi. Are public/private transportation service(s) or facilities available within ½ mile of the proposed site? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>vii. Will the proposed action include access to public transportation or accommodations for use of hybrid, electric or other alternative fueled vehicles? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>viii. Will the proposed action include plans for pedestrian or bicycle accommodations for connections to existing pedestrian or bicycle routes? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>k. Will the proposed action (for commercial or industrial projects only) generate new or additional demand for energy? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Estimate annual electricity demand during operation of the proposed action: _____</p> <p>ii. Anticipated sources/suppliers of electricity for the project (e.g., on-site combustion, on-site renewable, via grid/local utility, or other): _____</p> <p>iii. Will the proposed action require a new, or an upgrade, to an existing substation? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>			
<p>l. Hours of operation. Answer all items which apply.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 7 AM to 5 PM</li> <li>• Saturday: _____ 7 AM to 5 PM</li> <li>• Sunday: _____ NA</li> <li>• Holidays: _____ NA</li> </ul> </td> <td style="width: 50%; vertical-align: top;"> <p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 4:00pm - 8:00pm or as req'd</li> <li>• Saturday: _____ 8:00am - 12:00pm</li> <li>• Sunday: _____ 8:00am - 12:00pm</li> <li>• Holidays: _____ As required</li> </ul> </td> </tr> </table>		<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 7 AM to 5 PM</li> <li>• Saturday: _____ 7 AM to 5 PM</li> <li>• Sunday: _____ NA</li> <li>• Holidays: _____ NA</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 4:00pm - 8:00pm or as req'd</li> <li>• Saturday: _____ 8:00am - 12:00pm</li> <li>• Sunday: _____ 8:00am - 12:00pm</li> <li>• Holidays: _____ As required</li> </ul>
<p>i. During Construction:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 7 AM to 5 PM</li> <li>• Saturday: _____ 7 AM to 5 PM</li> <li>• Sunday: _____ NA</li> <li>• Holidays: _____ NA</li> </ul>	<p>ii. During Operations:</p> <ul style="list-style-type: none"> <li>• Monday - Friday: _____ 4:00pm - 8:00pm or as req'd</li> <li>• Saturday: _____ 8:00am - 12:00pm</li> <li>• Sunday: _____ 8:00am - 12:00pm</li> <li>• Holidays: _____ As required</li> </ul>		

<p>m. Will the proposed action produce noise that will exceed existing ambient noise levels during construction, operation, or both? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Provide details including sources, time of day and duration:  <u>Temporary increases in noise levels may occur during construction operations.</u></p>	
<p>ii. Will the proposed action remove existing natural barriers that could act as a noise barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>Describe: _____</p>	
<p>n. Will the proposed action have outdoor lighting? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If yes:</p> <p>i. Describe source(s), location(s), height of fixture(s), direction/aim, and proximity to nearest occupied structures:  <u>To be determined. All exterior lighting will comply with Town Code requirements.</u></p>	
<p>ii. Will proposed action remove existing natural barriers that could act as a light barrier or screen? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>Describe: _____</p>	
<p>o. Does the proposed action have the potential to produce odors for more than one hour per day? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes, describe possible sources, potential frequency and duration of odor emissions, and proximity to nearest occupied structures:  <u>mild odors generally associated with transfer facilities. the purpose of the facility is to handle household garbage, organic waste and recycling.</u></p>	
<p>p. Will the proposed action include any bulk storage of petroleum (combined capacity of over 1,100 gallons) or chemical products 185 gallons in above ground storage or any amount in underground storage? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Product(s) to be stored _____</p> <p>ii. Volume(s) _____ per unit time _____ (e.g., month, year)</p> <p>iii. Generally, describe the proposed storage facilities: _____</p>	
<p>q. Will the proposed action (commercial, industrial and recreational projects only) use pesticides (i.e., herbicides, insecticides) during construction or operation? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe proposed treatment(s):          _____          _____          _____</p>	
<p>ii. Will the proposed action use Integrated Pest Management Practices? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></p>	
<p>r. Will the proposed action (commercial or industrial projects only) involve or require the management or disposal of solid waste (excluding hazardous materials)? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe any solid waste(s) to be generated during construction or operation of the facility:</p> <ul style="list-style-type: none"> <li>• Construction: _____ N/A tons per _____ (unit of time)</li> <li>• Operation : _____ 164 tons per _____ month (unit of time)</li> </ul> <p>ii. Describe any proposals for on-site minimization, recycling or reuse of materials to avoid disposal as solid waste:</p> <ul style="list-style-type: none"> <li>• Construction: <u>N/A</u></li> <li>• Operation: <u>N/A - The project is a Transfer Facility the purpose of the facility is to handle household garbage, organic waste and recycling.</u></li> </ul> <p>iii. Proposed disposal methods/facilities for solid waste generated on-site:</p> <ul style="list-style-type: none"> <li>• Construction: <u>N/A</u></li> <li>• Operation: <u>N/A</u></li> </ul>	



s. Does the proposed action include construction or modification of a solid waste management facility? ☒ Yes ☐ No

If Yes:

i. Type of management or handling of waste proposed for the site (e.g., recycling or transfer station, composting, landfill, or other disposal activities): recycling and transfer station

ii. Anticipated rate of disposal/processing:

- 164 Tons/month, if transfer or other non-combustion/thermal treatment, or
- N/A Tons/hour, if combustion or thermal treatment

iii. If landfill, anticipated site life: N/A years

t. Will the proposed action at the site involve the commercial generation, treatment, storage, or disposal of hazardous waste? ☐ Yes ☒ No

If Yes:

i. Name(s) of all hazardous wastes or constituents to be generated, handled or managed at facility: \_\_\_\_\_

ii. Generally describe processes or activities involving hazardous wastes or constituents: \_\_\_\_\_

iii. Specify amount to be handled or generated \_\_\_\_\_ tons/month

iv. Describe any proposals for on-site minimization, recycling or reuse of hazardous constituents: \_\_\_\_\_

v. Will any hazardous wastes be disposed at an existing offsite hazardous waste facility? ☐ Yes ☐ No

If Yes: provide name and location of facility: \_\_\_\_\_

If No: describe proposed management of any hazardous wastes which will not be sent to a hazardous waste facility: \_\_\_\_\_

#### E. Site and Setting of Proposed Action

**E.1. Land uses on and surrounding the project site**

a. Existing land uses.

i. Check all uses that occur on, adjoining and near the project site.

☐ Urban ☐ Industrial ☒ Commercial ☒ Residential (suburban) ☒ Rural (non-farm)

☒ Forest ☒ Agriculture ☐ Aquatic ☐ Other (specify): \_\_\_\_\_

ii. If mix of uses, generally describe: \_\_\_\_\_

b. Land uses and covertypes on the project site.

Land use or Covertypes	Current Acreage	Acreage After Project Completion	Change (Acres +/-)
• Roads, buildings, and other paved or impervious surfaces	.2	4	+3.8
• Forested			
• Meadows, grasslands or brushlands (non-agricultural, including abandoned agricultural)	6.8	2.8	-4
• Agricultural (includes active orchards, field, greenhouse etc.)			
• Surface water features (lakes, ponds, streams, rivers, etc.)			
• Wetlands (freshwater or tidal)			
• Non-vegetated (bare rock, earth or fill)			
• Other Describe: _____			



c. Is the project site presently used by members of the community for public recreation? i. If Yes: explain: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
d. Are there any facilities serving children, the elderly, people with disabilities (e.g., schools, hospitals, licensed day care centers, or group homes) within 1500 feet of the project site? If Yes, i. Identify Facilities: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
e. Does the project site contain an existing dam? If Yes: i. Dimensions of the dam and impoundment: <ul style="list-style-type: none"> <li>• Dam height: _____ feet</li> <li>• Dam length: _____ feet</li> <li>• Surface area: _____ acres</li> <li>• Volume impounded: _____ gallons OR acre-feet</li> </ul> ii. Dam's existing hazard classification: _____ iii. Provide date and summarize results of last inspection: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
f. Has the project site ever been used as a municipal, commercial or industrial solid waste management facility, or does the project site adjoin property which is now, or was at one time, used as a solid waste management facility? If Yes: i. Has the facility been formally closed? • If yes, cite sources/documentation: _____ ii. Describe the location of the project site relative to the boundaries of the solid waste management facility: _____ iii. Describe any development constraints due to the prior solid waste activities: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <input type="checkbox"/> Yes <input type="checkbox"/> No
g. Have hazardous wastes been generated, treated and/or disposed of at the site, or does the project site adjoin property which is now or was at one time used to commercially treat, store and/or dispose of hazardous waste? If Yes: i. Describe waste(s) handled and waste management activities, including approximate time when activities occurred: _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
h. Potential contamination history. Has there been a reported spill at the proposed project site, or have any remedial actions been conducted at or adjacent to the proposed site? If Yes: i. Is any portion of the site listed on the NYSDEC Spills Incidents database or Environmental Site Remediation database? Check all that apply: <div style="display: flex; justify-content: space-between; margin-top: 5px;"> <div> <input type="checkbox"/> Yes – Spills Incidents database  <input type="checkbox"/> Yes – Environmental Site Remediation database  <input type="checkbox"/> Neither database         </div> <div>           Provide DEC ID number(s): _____            Provide DEC ID number(s): _____         </div> </div> ii. If site has been subject of RCRA corrective activities, describe control measures: _____ iii. Is the project within 2000 feet of any site in the NYSDEC Environmental Site Remediation database? If yes, provide DEC ID number(s): _____ iv. If yes to (i), (ii) or (iii) above, describe current status of site(s): _____	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No  <input type="checkbox"/> Yes <input type="checkbox"/> No  <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

v. Is the project site subject to an institutional control limiting property uses? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>	
<ul style="list-style-type: none"> <li>• If yes, DEC site ID number: _____</li> <li>• Describe the type of institutional control (e.g., deed restriction or easement): _____</li> <li>• Describe any use limitations: _____</li> <li>• Describe any engineering controls: _____</li> <li>• Will the project affect the institutional or engineering controls in place? <span style="float: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</span></li> <li>• Explain: _____</li> </ul>	
<b>E.2. Natural Resources On or Near Project Site</b>	
a. What is the average depth to bedrock on the project site? <span style="float: right;">6.5 feet</span>	
b. Are there bedrock outcroppings on the project site? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>	
If Yes, what proportion of the site is comprised of bedrock outcroppings? _____ %	
c. Predominant soil type(s) present on project site:	
Dunkirk Fine Sandy Loam	31.9 %
Lima Loam (0-3% slopes)	50.5 %
Lima Loam (3-8% slopes)	17.6 %
d. What is the average depth to the water table on the project site? Average: <span style="float: right;">1.67 feet</span>	
e. Drainage status of project site soils: <input checked="" type="checkbox"/> Well Drained: <span style="float: right;">32+/- % of site</span>	
<input checked="" type="checkbox"/> Moderately Well Drained: <span style="float: right;">68+/- % of site</span>	
<input type="checkbox"/> Poorly Drained <span style="float: right;">_____ % of site</span>	
f. Approximate proportion of proposed action site with slopes: <input checked="" type="checkbox"/> 0-10%: <span style="float: right;">100 % of site</span>	
<input type="checkbox"/> 10-15%: <span style="float: right;">_____ % of site</span>	
<input type="checkbox"/> 15% or greater: <span style="float: right;">_____ % of site</span>	
g. Are there any unique geologic features on the project site? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>	
If Yes, describe: _____	
h. Surface water features.	
i. Does any portion of the project site contain wetlands or other waterbodies (including streams, rivers, ponds or lakes)? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>	
ii. Do any wetlands or other waterbodies adjoin the project site? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>	
If Yes to either i or ii, continue. If No, skip to E.2.i.	
iii. Are any of the wetlands or waterbodies within or adjoining the project site regulated by any federal, state or local agency? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>	
iv. For each identified regulated wetland and waterbody on the project site, provide the following information:	
• Streams: Name <u>898-222</u> Classification <u>C</u>	
• Lakes or Ponds: Name _____ Classification _____	
• Wetlands: Name <u>Federal Waters, Federal Waters, Federal Waters,...</u> Approximate Size _____	
• Wetland No. (if regulated by DEC) _____	
v. Are any of the above water bodies listed in the most recent compilation of NYS water quality-impaired waterbodies? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>	
If yes, name of impaired water body/bodies and basis for listing as impaired: _____	
i. Is the project site in a designated Floodway? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>	
j. Is the project site in the 100-year Floodplain? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>	
k. Is the project site in the 500-year Floodplain? <span style="float: right;"><input checked="" type="checkbox"/> Yes <input type="checkbox"/> No</span>	
l. Is the project site located over, or immediately adjoining, a primary, principal or sole source aquifer? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span>	
If Yes:	
i. Name of aquifer: _____	

<p>m. Identify the predominant wildlife species that occupy or use the project site:</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%; border-bottom: 1px solid black;">Deer</td> <td style="width: 33%; border-bottom: 1px solid black;">fox</td> <td style="width: 33%; border-bottom: 1px solid black;">birds</td> </tr> <tr> <td style="border-bottom: 1px solid black;">Squirrels</td> <td style="border-bottom: 1px solid black;">chipmunks</td> <td style="border-bottom: 1px solid black;">mice</td> </tr> </table>			Deer	fox	birds	Squirrels	chipmunks	mice
Deer	fox	birds						
Squirrels	chipmunks	mice						
<p>n. Does the project site contain a designated significant natural community? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Describe the habitat/community (composition, function, and basis for designation): _____</p> <p>ii. Source(s) of description or evaluation: _____</p> <p>iii. Extent of community/habitat:</p> <ul style="list-style-type: none"> <li>• Currently: _____ acres</li> <li>• Following completion of project as proposed: _____ acres</li> <li>• Gain or loss (indicate + or -): _____ acres</li> </ul>								
<p>o. Does project site contain any species of plant or animal that is listed by the federal government or NYS as endangered or threatened, or does it contain any areas identified as habitat for an endangered or threatened species? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Species and listing (endangered or threatened): _____</p> <p>_____</p> <p>_____</p>								
<p>p. Does the project site contain any species of plant or animal that is listed by NYS as rare, or as a species of special concern? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Species and listing: _____</p> <p>_____</p> <p>_____</p>								
<p>q. Is the project site or adjoining area currently used for hunting, trapping, fishing or shell fishing? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If yes, give a brief description of how the proposed action may affect that use: _____</p> <p>_____</p> <p>_____</p>								
<p><b>E.3. Designated Public Resources On or Near Project Site</b></p>								
<p>a. Is the project site, or any portion of it, located in a designated agricultural district certified pursuant to Agriculture and Markets Law, Article 25-AA, Section 303 and 304? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes, provide county plus district name/number: _____</p>								
<p>b. Are agricultural lands consisting of highly productive soils present? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>i. If Yes: acreage(s) on project site? _____</p> <p>ii. Source(s) of soil rating(s): _____</p>								
<p>c. Does the project site contain all or part of, or is it substantially contiguous to, a registered National Natural Landmark? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. Nature of the natural landmark: <input type="checkbox"/> Biological Community <input type="checkbox"/> Geological Feature</p> <p>ii. Provide brief description of landmark, including values behind designation and approximate size/extent: _____</p> <p>_____</p> <p>_____</p>								
<p>d. Is the project site located in or does it adjoin a state listed Critical Environmental Area? <span style="float: right;"><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</span></p> <p>If Yes:</p> <p>i. CEA name: _____</p> <p>ii. Basis for designation: _____</p> <p>iii. Designating agency and date: _____</p>								

<p>e. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?</p> <p>If Yes:</p> <p>i. Nature of historic/archaeological resource: <input type="checkbox"/> Archaeological Site      <input type="checkbox"/> Historic Building or District</p> <p>ii. Name: _____</p> <p>iii. Brief description of attributes on which listing is based: _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>f. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?</p>	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<p>g. Have additional archaeological or historic site(s) or resources been identified on the project site?</p> <p>If Yes:</p> <p>i. Describe possible resource(s): _____</p> <p>ii. Basis for identification: _____</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>h. Is the project site within five miles of any officially designated and publicly accessible federal, state, or local scenic or aesthetic resource?</p> <p>If Yes:</p> <p>i. Identify resource: _____</p> <p>ii. Nature of, or basis for, designation (e.g., established highway overlook, state or local park, state historic trail or scenic byway, etc.): _____</p> <p>iii. Distance between project and resource: _____ miles.</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
<p>i. Is the project site located within a designated river corridor under the Wild, Scenic and Recreational Rivers Program 6 NYCRR 666?</p> <p>If Yes:</p> <p>i. Identify the name of the river and its designation: _____</p> <p>ii. Is the activity consistent with development restrictions contained in 6 NYCRR Part 666?</p>	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No    <input type="checkbox"/> Yes <input type="checkbox"/> No

#### F. Additional Information

Attach any additional information which may be needed to clarify your project.

If you have identified any adverse impacts which could be associated with your proposal, please describe those impacts plus any measures which you propose to avoid or minimize them.

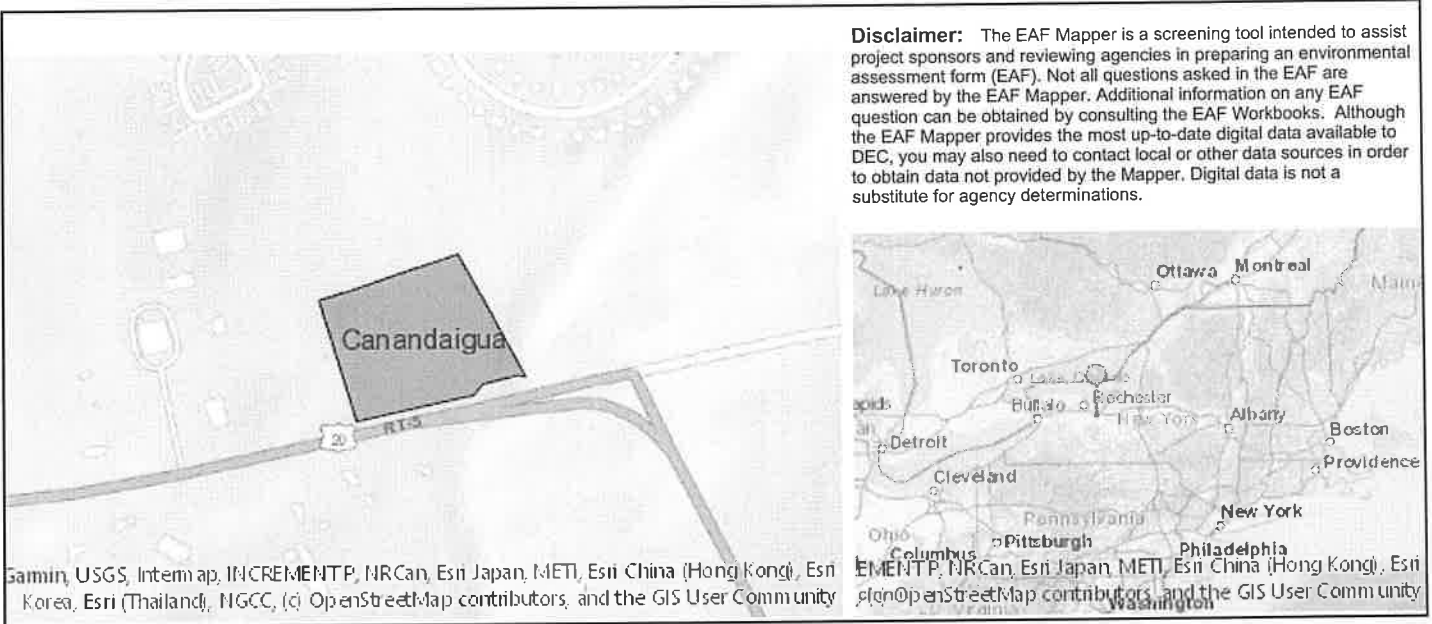
#### G. Verification

I certify that the information provided is true to the best of my knowledge.

Applicant/Sponsor Name Jared Simpson Date 2-27-23

Signature  Title Supervisor, Town of Canandaigua

**PRINT FORM**



B.i.i [Coastal or Waterfront Area]	No
B.i.ii [Local Waterfront Revitalization Area]	No
C.2.b. [Special Planning District]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h [DEC Spills or Remediation Site - Potential Contamination History]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Listed]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.i [DEC Spills or Remediation Site - Environmental Site Remediation Database]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.1.h.iii [Within 2,000' of DEC Remediation Site]	No
E.2.g [Unique Geologic Features]	No
E.2.h.i [Surface Water Features]	Yes
E.2.h.ii [Surface Water Features]	Yes
E.2.h.iii [Surface Water Features]	Yes - Digital mapping information on local and federal wetlands and waterbodies is known to be incomplete. Refer to EAF Workbook.
E.2.h.iv [Surface Water Features - Stream Name]	898-222
E.2.h.iv [Surface Water Features - Stream Classification]	C
E.2.h.iv [Surface Water Features - Wetlands Name]	Federal Waters
E.2.h.v [Impaired Water Bodies]	No
E.2.i. [Floodway]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.j. [100 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.

E.2.k. [500 Year Floodplain]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.2.l. [Aquifers]	No
E.2.n. [Natural Communities]	No
E.2.o. [Endangered or Threatened Species]	No
E.2.p. [Rare Plants or Animals]	No
E.3.a. [Agricultural District]	No
E.3.c. [National Natural Landmark]	No
E.3.d [Critical Environmental Area]	No
E.3.e. [National or State Register of Historic Places or State Eligible Sites]	Digital mapping data are not available or are incomplete. Refer to EAF Workbook.
E.3.f. [Archeological Sites]	Yes
E.3.i. [Designated River Corridor]	No

**Full Environmental Assessment Form**  
**Part 2 - Identification of Potential Project Impacts**

<b>Agency Use Only [If applicable]</b>
Project : <span style="border: 1px solid black; padding: 0 5px;">Town of Canandaigua Transfer Station Fg+</span>
Date : <span style="border: 1px solid black; padding: 0 5px;">3/30/2023</span>

**Part 2 is to be completed by the lead agency.** Part 2 is designed to help the lead agency inventory all potential resources that could be affected by a proposed project or action. We recognize that the lead agency's reviewer(s) will not necessarily be environmental professionals. So, the questions are designed to walk a reviewer through the assessment process by providing a series of questions that can be answered using the information found in Part 1. To further assist the lead agency in completing Part 2, the form identifies the most relevant questions in Part 1 that will provide the information needed to answer the Part 2 question. When Part 2 is completed, the lead agency will have identified the relevant environmental areas that may be impacted by the proposed activity.

If the lead agency is a state agency **and** the action is in any Coastal Area, complete the Coastal Assessment Form before proceeding with this assessment.

**Tips for completing Part 2:**

- Review all of the information provided in Part 1.
- Review any application, maps, supporting materials and the Full EAF Workbook.
- Answer each of the 18 questions in Part 2.
- If you answer “**Yes**” to a numbered question, please complete all the questions that follow in that section.
- If you answer “**No**” to a numbered question, move on to the next numbered question.
- Check appropriate column to indicate the anticipated size of the impact.
- Proposed projects that would exceed a numeric threshold contained in a question should result in the reviewing agency checking the box “Moderate to large impact may occur.”
- The reviewer is not expected to be an expert in environmental analysis.
- If you are not sure or undecided about the size of an impact, it may help to review the sub-questions for the general question and consult the workbook.
- When answering a question consider all components of the proposed activity, that is, the “whole action”.
- Consider the possibility for long-term and cumulative impacts as well as direct impacts.
- Answer the question in a reasonable manner considering the scale and context of the project.

<b>1. Impact on Land</b> Proposed action may involve construction on, or physical alteration of, the land surface of the proposed site. (See Part 1. D.1) <i>If “Yes”, answer questions a - j. If “No”, move on to Section 2.</i> <div style="text-align: right;"> <input type="checkbox"/> NO      <input checked="" type="checkbox"/> YES         </div>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may involve construction on land where depth to water table is less than 3 feet.	E2d	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may involve construction on slopes of 15% or greater.	E2f	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve construction on land where bedrock is exposed, or generally within 5 feet of existing ground surface.	E2a	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve the excavation and removal of more than 1,000 tons of natural material.	D2a	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may involve construction that continues for more than one year or in multiple phases.	D1e	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in increased erosion, whether from physical disturbance or vegetation removal (including from treatment by herbicides).	D2e, D2q	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. The proposed action is, or may be, located within a Coastal Erosion hazard area.	B1i	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>

**2. Impact on Geological Features**

The proposed action may result in the modification or destruction of, or inhibit access to, any unique or unusual land forms on the site (e.g., cliffs, dunes, minerals, fossils, caves). (See Part 1. E.2.g)

☒ NO☐ YES

*If "Yes", answer questions a - c. If "No", move on to Section 3.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Identify the specific land form(s) attached: _____ _____	E2g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may affect or is adjacent to a geological feature listed as a registered National Natural Landmark. Specific feature: _____	E3c	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**3. Impacts on Surface Water**

The proposed action may affect one or more wetlands or other surface water bodies (e.g., streams, rivers, ponds or lakes). (See Part 1. D.2, E.2.h)

☐ NO☒ YES

*If "Yes", answer questions a - l. If "No", move on to Section 4.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may create a new water body.	D2b, D1h	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in an increase or decrease of over 10% or more than a 10 acre increase or decrease in the surface area of any body of water.	D2b	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may involve dredging more than 100 cubic yards of material from a wetland or water body.	D2a	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve construction within or adjoining a freshwater or tidal wetland, or in the bed or banks of any other water body.	E2h	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may create turbidity in a waterbody, either from upland erosion, runoff or by disturbing bottom sediments.	D2a, D2h	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may include construction of one or more intake(s) for withdrawal of water from surface water.	D2c	<input checked="" type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may include construction of one or more outfall(s) for discharge of wastewater to surface water(s).	D2d	<input checked="" type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may cause soil erosion, or otherwise create a source of stormwater discharge that may lead to siltation or other degradation of receiving water bodies.	D2e	<input checked="" type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may affect the water quality of any water bodies within or downstream of the site of the proposed action.	E2h	<input checked="" type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may involve the application of pesticides or herbicides in or around any water body.	D2q, E2h	<input checked="" type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may require the construction of new, or expansion of existing, wastewater treatment facilities.	D1a, D2d	<input checked="" type="checkbox"/>	<input type="checkbox"/>



l. Other impacts: _____ _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>
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<b>4. Impact on groundwater</b> The proposed action may result in new or additional use of ground water, or may have the potential to introduce contaminants to ground water or an aquifer. (See Part 1. D.2.a, D.2.c, D.2.d, D.2.p, D.2.q, D.2.t) <i>If "Yes", answer questions a - h. If "No", move on to Section 5.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may require new water supply wells, or create additional demand on supplies from existing water supply wells.	D2c	<input type="checkbox"/>	<input type="checkbox"/>
b. Water supply demand from the proposed action may exceed safe and sustainable withdrawal capacity rate of the local supply or aquifer. Cite Source: _____	D2c	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may allow or result in residential uses in areas without water and sewer services.	D1a, D2c	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may include or require wastewater discharged to groundwater.	D2d, E2l	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the construction of water supply wells in locations where groundwater is, or is suspected to be, contaminated.	D2c, E1f, E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may require the bulk storage of petroleum or chemical products over ground water or an aquifer.	D2p, E2l	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may involve the commercial application of pesticides within 100 feet of potable drinking water or irrigation sources.	E2h, D2q, E2l, D2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>5. Impact on Flooding</b> The proposed action may result in development on lands subject to flooding. (See Part 1. E.2) <i>If "Yes", answer questions a - g. If "No", move on to Section 6.</i>			
		<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may result in development in a designated floodway.	E2i	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in development within a 100 year floodplain.	E2j	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in development within a 500 year floodplain.	E2k	<input checked="" type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in, or require, modification of existing drainage patterns.	D2b, D2e	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may change flood water flows that contribute to flooding.	D2b, E2i, E2j, E2k	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. If there is a dam located on the site of the proposed action, is the dam in need of repair, or upgrade?	E1e	<input checked="" type="checkbox"/>	<input type="checkbox"/>

g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>
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<b>6. Impacts on Air</b> The proposed action may include a state regulated air emission source. <span style="float: right;"><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</span> (See Part 1. D.2.f., D.2.h, D.2.g) <i>If "Yes", answer questions a - f. If "No", move on to Section 7.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. If the proposed action requires federal or state air emission permits, the action may also emit one or more greenhouse gases at or above the following levels: i. More than 1000 tons/year of carbon dioxide (CO <sub>2</sub> ) ii. More than 3.5 tons/year of nitrous oxide (N <sub>2</sub> O) iii. More than 1000 tons/year of carbon equivalent of perfluorocarbons (PFCs) iv. More than .045 tons/year of sulfur hexafluoride (SF <sub>6</sub> ) v. More than 1000 tons/year of carbon dioxide equivalent of hydrochloroflourocarbons (HFCs) emissions vi. 43 tons/year or more of methane	D2g D2g D2g D2g D2g D2h	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
b. The proposed action may generate 10 tons/year or more of any one designated hazardous air pollutant, or 25 tons/year or more of any combination of such hazardous air pollutants.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may require a state air registration, or may produce an emissions rate of total contaminants that may exceed 5 lbs. per hour, or may include a heat source capable of producing more than 10 million BTU's per hour.	D2f, D2g	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may reach 50% of any of the thresholds in "a" through "c", above.	D2g	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in the combustion or thermal treatment of more than 1 ton of refuse per hour.	D2s	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>7. Impact on Plants and Animals</b> The proposed action may result in a loss of flora or fauna. (See Part 1. E.2. m.-q.) <span style="float: right;"><input checked="" type="checkbox"/> NO <input type="checkbox"/> YES</span> <i>If "Yes", answer questions a - j. If "No", move on to Section 8.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may cause reduction in population or loss of individuals of any threatened or endangered species, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction or degradation of any habitat used by any rare, threatened or endangered species, as listed by New York State or the federal government.	E2o	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may cause reduction in population, or loss of individuals, of any species of special concern or conservation need, as listed by New York State or the Federal government, that use the site, or are found on, over, or near the site.	E2p	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in a reduction or degradation of any habitat used by any species of special concern and conservation need, as listed by New York State or the Federal government.	E2p	<input type="checkbox"/>	<input type="checkbox"/>

e. The proposed action may diminish the capacity of a registered National Natural Landmark to support the biological community it was established to protect.	E3c	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result in the removal of, or ground disturbance in, any portion of a designated significant natural community. Source: _____	E2n	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may substantially interfere with nesting/breeding, foraging, or over-wintering habitat for the predominant species that occupy or use the project site.	E2m	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action requires the conversion of more than 10 acres of forest, grassland or any other regionally or locally important habitat. Habitat type & information source: _____	E1b	<input type="checkbox"/>	<input type="checkbox"/>
i. Proposed action (commercial, industrial or recreational projects, only) involves use of herbicides or pesticides.	D2q	<input type="checkbox"/>	<input type="checkbox"/>
j. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>8. Impact on Agricultural Resources</b> The proposed action may impact agricultural resources. (See Part 1. E.3.a. and b.) <input checked="" type="checkbox"/> NO <input type="checkbox"/> YES <i>If "Yes", answer questions a - h. If "No", move on to Section 9.</i>			
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may impact soil classified within soil group 1 through 4 of the NYS Land Classification System.	E2c, E3b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may sever, cross or otherwise limit access to agricultural land (includes cropland, hayfields, pasture, vineyard, orchard, etc).	E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in the excavation or compaction of the soil profile of active agricultural land.	E3b	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may irreversibly convert agricultural land to non-agricultural uses, either more than 2.5 acres if located in an Agricultural District, or more than 10 acres if not within an Agricultural District.	E1b, E3a	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may disrupt or prevent installation of an agricultural land management system.	E1 a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action may result, directly or indirectly, in increased development potential or pressure on farmland.	C2c, C3, D2c, D2d	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed project is not consistent with the adopted municipal Farmland Protection Plan.	C2c	<input type="checkbox"/>	<input type="checkbox"/>
h. Other impacts: _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>9. Impact on Aesthetic Resources</b> The land use of the proposed action are obviously different from, or are in sharp contrast to, current land use patterns between the proposed project and a scenic or aesthetic resource. (Part 1. E.1.a, E.1.b, E.3.h.) <i>If "Yes", answer questions a - g. If "No", go to Section 10.</i>			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Proposed action may be visible from any officially designated federal, state, or local scenic or aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the obstruction, elimination or significant screening of one or more officially designated scenic views.	E3h, C2b	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may be visible from publicly accessible vantage points: i. Seasonally (e.g., screened by summer foliage, but visible during other seasons) ii. Year round	E3h	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
d. The situation or activity in which viewers are engaged while viewing the proposed action is: i. Routine travel by residents, including travel to and from work ii. Recreational or tourism based activities	E3h E2q, E1c	<input type="checkbox"/> <input type="checkbox"/>	<input type="checkbox"/> <input type="checkbox"/>
e. The proposed action may cause a diminishment of the public enjoyment and appreciation of the designated aesthetic resource.	E3h	<input type="checkbox"/>	<input type="checkbox"/>
f. There are similar projects visible within the following distance of the proposed project: 0-1/2 mile 1/2 -3 mile 3-5 mile 5+ mile	D1a, E1a, D1f, D1g	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>10. Impact on Historic and Archeological Resources</b> The proposed action may occur in or adjacent to a historic or archaeological resource. (Part 1. E.3.e, f. and g.) <i>If "Yes", answer questions a - e. If "No", go to Section 11.</i>			
		<input type="checkbox"/> NO	<input checked="" type="checkbox"/> YES
	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may occur wholly or partially within, or substantially contiguous to, any buildings, archaeological site or district which is listed on the National or State Register of Historical Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places.	E3e	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may occur wholly or partially within, or substantially contiguous to, an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory.	E3f	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may occur wholly or partially within, or substantially contiguous to, an archaeological site not included on the NY SHPO inventory. Source: _____	E3g	<input checked="" type="checkbox"/>	<input type="checkbox"/>

d. Other impacts: _____ _____		<input checked="" type="checkbox"/>	<input type="checkbox"/>
If any of the above (a-d) are answered "Moderate to large impact may occur", continue with the following questions to help support conclusions in Part 3:			
i. The proposed action may result in the destruction or alteration of all or part of the site or property.	E3e, E3g, E3f	<input type="checkbox"/>	<input type="checkbox"/>
ii. The proposed action may result in the alteration of the property's setting or integrity.	E3e, E3f, E3g, E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
iii. The proposed action may result in the introduction of visual elements which are out of character with the site or property, or may alter its setting.	E3e, E3f, E3g, E3h, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>

<b>11. Impact on Open Space and Recreation</b> The proposed action may result in a loss of recreational opportunities or a reduction of an open space resource as designated in any adopted municipal open space plan. (See Part 1. C.2.c, E.1.c., E.2.q.) If "Yes", answer questions a - e. If "No", go to Section 12.			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in an impairment of natural functions, or "ecosystem services", provided by an undeveloped area, including but not limited to stormwater storage, nutrient cycling, wildlife habitat.	D2e, E1b E2h, E2m, E2o, E2n, E2p	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the loss of a current or future recreational resource.	C2a, E1c, C2c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may eliminate open space or recreational resource in an area with few such resources.	C2a, C2c E1c, E2q	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may result in loss of an area now used informally by the community as an open space resource.	C2c, E1c	<input type="checkbox"/>	<input type="checkbox"/>
e. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

<b>12. Impact on Critical Environmental Areas</b> The proposed action may be located within or adjacent to a critical environmental area (CEA). (See Part 1. E.3.d) If "Yes", answer questions a - c. If "No", go to Section 13.			
		<input checked="" type="checkbox"/> NO	<input type="checkbox"/> YES
	<b>Relevant Part I Question(s)</b>	<b>No, or small impact may occur</b>	<b>Moderate to large impact may occur</b>
a. The proposed action may result in a reduction in the quantity of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in a reduction in the quality of the resource or characteristic which was the basis for designation of the CEA.	E3d	<input type="checkbox"/>	<input type="checkbox"/>
c. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**13. Impact on Transportation**

The proposed action may result in a change to existing transportation systems.

☒ NO

☐ YES

(See Part 1. D.2.j)

*If "Yes", answer questions a - f. If "No", go to Section 14.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. Projected traffic increase may exceed capacity of existing road network.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in the construction of paved parking area for 500 or more vehicles.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action will degrade existing transit access.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action will degrade existing pedestrian or bicycle accommodations.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may alter the present pattern of movement of people or goods.	D2j	<input type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**14. Impact on Energy**

The proposed action may cause an increase in the use of any form of energy.

☒ NO

☐ YES

(See Part 1. D.2.k)

*If "Yes", answer questions a - e. If "No", go to Section 15.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action will require a new, or an upgrade to an existing, substation.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will require the creation or extension of an energy transmission or supply system to serve more than 50 single or two-family residences or to serve a commercial or industrial use.	D1f, D1q, D2k	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may utilize more than 2,500 MWhrs per year of electricity.	D2k	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may involve heating and/or cooling of more than 100,000 square feet of building area when completed.	D1g	<input type="checkbox"/>	<input type="checkbox"/>
e. Other Impacts: _____ _____			

**15. Impact on Noise, Odor, and Light**

The proposed action may result in an increase in noise, odors, or outdoor lighting.

☐ NO

☒ YES

(See Part 1. D.2.m., n., and o.)

*If "Yes", answer questions a - f. If "No", go to Section 16.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may produce sound above noise levels established by local regulation.	D2m	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may result in blasting within 1,500 feet of any residence, hospital, school, licensed day care center, or nursing home.	D2m, E1d	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may result in routine odors for more than one hour per day.	D2o	<input checked="" type="checkbox"/>	<input type="checkbox"/>

d. The proposed action may result in light shining onto adjoining properties.	D2n	<input checked="" type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may result in lighting creating sky-glow brighter than existing area conditions.	D2n, E1a	<input checked="" type="checkbox"/>	<input type="checkbox"/>
f. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

#### 16. Impact on Human Health

The proposed action may have an impact on human health from exposure to new or existing sources of contaminants. (See Part 1.D.2.q., E.1. d. f. g. and h.)

☒ NO

☐ YES

*If "Yes", answer questions a - m. If "No", go to Section 17.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action is located within 1500 feet of a school, hospital, licensed day care center, group home, nursing home or retirement community.	E1d	<input type="checkbox"/>	<input type="checkbox"/>
b. The site of the proposed action is currently undergoing remediation.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
c. There is a completed emergency spill remediation, or a completed environmental site remediation on, or adjacent to, the site of the proposed action.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
d. The site of the action is subject to an institutional control limiting the use of the property (e.g., easement or deed restriction).	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may affect institutional control measures that were put in place to ensure that the site remains protective of the environment and human health.	E1g, E1h	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action has adequate control measures in place to ensure that future generation, treatment and/or disposal of hazardous wastes will be protective of the environment and human health.	D2t	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action involves construction or modification of a solid waste management facility.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
h. The proposed action may result in the unearthing of solid or hazardous waste.	D2q, E1f	<input type="checkbox"/>	<input type="checkbox"/>
i. The proposed action may result in an increase in the rate of disposal, or processing, of solid waste.	D2r, D2s	<input type="checkbox"/>	<input type="checkbox"/>
j. The proposed action may result in excavation or other disturbance within 2000 feet of a site used for the disposal of solid or hazardous waste.	E1f, E1g E1h	<input type="checkbox"/>	<input type="checkbox"/>
k. The proposed action may result in the migration of explosive gases from a landfill site to adjacent off site structures.	E1f, E1g	<input type="checkbox"/>	<input type="checkbox"/>
l. The proposed action may result in the release of contaminated leachate from the project site.	D2s, E1f, D2r	<input type="checkbox"/>	<input type="checkbox"/>
m. Other impacts: _____ _____			

**17. Consistency with Community Plans**

The proposed action is not consistent with adopted land use plans.  
(See Part 1. C.1, C.2. and C.3.)

☒ NO☐ YES

*If "Yes", answer questions a - h. If "No", go to Section 18.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action's land use components may be different from, or in sharp contrast to, current surrounding land use pattern(s).	C2, C3, D1a E1a, E1b	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action will cause the permanent population of the city, town or village in which the project is located to grow by more than 5%.	C2	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action is inconsistent with local land use plans or zoning regulations.	C2, C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action is inconsistent with any County plans, or other regional land use plans.	C2, C2	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action may cause a change in the density of development that is not supported by existing infrastructure or is distant from existing infrastructure.	C3, D1c, D1d, D1f, D1d, E1b	<input type="checkbox"/>	<input type="checkbox"/>
f. The proposed action is located in an area characterized by low density development that will require new or expanded public infrastructure.	C4, D2c, D2d D2j	<input type="checkbox"/>	<input type="checkbox"/>
g. The proposed action may induce secondary development impacts (e.g., residential or commercial development not included in the proposed action)	C2a	<input type="checkbox"/>	<input type="checkbox"/>
h. Other: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>

**18. Consistency with Community Character**

The proposed project is inconsistent with the existing community character.  
(See Part 1. C.2, C.3, D.2, E.3)

☒ NO☐ YES

*If "Yes", answer questions a - g. If "No", proceed to Part 3.*

	Relevant Part I Question(s)	No, or small impact may occur	Moderate to large impact may occur
a. The proposed action may replace or eliminate existing facilities, structures, or areas of historic importance to the community.	E3e, E3f, E3g	<input type="checkbox"/>	<input type="checkbox"/>
b. The proposed action may create a demand for additional community services (e.g. schools, police and fire)	C4	<input type="checkbox"/>	<input type="checkbox"/>
c. The proposed action may displace affordable or low-income housing in an area where there is a shortage of such housing.	C2, C3, D1f D1g, E1a	<input type="checkbox"/>	<input type="checkbox"/>
d. The proposed action may interfere with the use or enjoyment of officially recognized or designated public resources.	C2, E3	<input type="checkbox"/>	<input type="checkbox"/>
e. The proposed action is inconsistent with the predominant architectural scale and character.	C2, C3	<input type="checkbox"/>	<input type="checkbox"/>
f. Proposed action is inconsistent with the character of the existing natural landscape.	C2, C3 E1a, E1b E2g, E2h	<input type="checkbox"/>	<input type="checkbox"/>
g. Other impacts: _____ _____		<input type="checkbox"/>	<input type="checkbox"/>



***Full Environmental Assessment Form***  
***Part 3 - Evaluation of the Magnitude and Importance of Project Impacts***  
***and***  
***Determination of Significance***

Part 3 provides the reasons in support of the determination of significance. The lead agency must complete Part 3 for every question in Part 2 where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.

Based on the analysis in Part 3, the lead agency must decide whether to require an environmental impact statement to further assess the proposed action or whether available information is sufficient for the lead agency to conclude that the proposed action will not have a significant adverse environmental impact. By completing the certification on the next page, the lead agency can complete its determination of significance.

**Reasons Supporting This Determination:**

To complete this section:

- Identify the impact based on the Part 2 responses and describe its magnitude. Magnitude considers factors such as severity, size or extent of an impact.
- Assess the importance of the impact. Importance relates to the geographic scope, duration, probability of the impact occurring, number of people affected by the impact and any additional environmental consequences if the impact were to occur.
- The assessment should take into consideration any design element or project changes.
- Repeat this process for each Part 2 question where the impact has been identified as potentially moderate to large or where there is a need to explain why a particular element of the proposed action will not, or may, result in a significant adverse environmental impact.
- Provide the reason(s) why the impact may, or will not, result in a significant adverse environmental impact
- For Conditional Negative Declarations identify the specific condition(s) imposed that will modify the proposed action so that no significant adverse environmental impacts will result.
- Attach additional sheets, as needed.

The Town of Canandaigua Town Board has reviewed and accepted Part 1 of the Full Environmental Assessment Form (EAF) for this action. The Town Board completed a coordinated review under the State Environmental Quality Review (SEQR) Regulations and received no objections to being designated Lead Agency. The Town Board in a separate resolution designated themselves as lead agency for this Action, under the provisions of Part 617 of the SEQR Regulations and has given a thorough and comprehensive evaluation of the impacts likely to result from the proposed Action. Based upon this evaluation and the Town Boards review of the Full EAF Part 2 and Part 3, the Town Board in a separate resolution adopted on April 17, 2023 has determined the proposed Action will not likely result in a significant adverse impact upon the environment and that a Negative Declaration be issued. Please see the attached documentation supporting the Full EAF in support of this decision.

**Determination of Significance - Type 1 and Unlisted Actions**

SEQR Status: ☒ Type 1 ☐ Unlisted

Identify portions of EAF completed for this Project: ☒ Part 1 ☒ Part 2 ☒ Part 3

Upon review of the information recorded on this EAF, as noted, plus this additional support information  
Full Environmental Assessment Form (EAF) and the supporting documentation to the EAF and project maps.

and considering both the magnitude and importance of each identified potential impact, it is the conclusion of the  
Town of Canandaigua Town Board as lead agency that:

☒ A. This project will result in no significant adverse impacts on the environment, and, therefore, an environmental impact statement need not be prepared. Accordingly, this negative declaration is issued.

☐ B. Although this project could have a significant adverse impact on the environment, that impact will be avoided or substantially mitigated because of the following conditions which will be required by the lead agency:

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There will, therefore, be no significant adverse impacts from the project as conditioned, and, therefore, this conditioned negative declaration is issued. A conditioned negative declaration may be used only for UNLISTED actions (see 6 NYCRR 617.7(d)).

☐ C. This Project may result in one or more significant adverse impacts on the environment, and an environmental impact statement must be prepared to further assess the impact(s) and possible mitigation and to explore alternatives to avoid or reduce those impacts. Accordingly, this positive declaration is issued.

Name of Action: Town of Canandaigua Transfer Station Facility

Name of Lead Agency: Town of Canandaigua Town Board

Name of Responsible Officer in Lead Agency: Jared Simpson

Title of Responsible Officer: Town Supervisor

Signature of Responsible Officer in Lead Agency:

Date: 4/17/23

Signature of Preparer (if different from Responsible Officer)

Date:

**For Further Information:**

Contact Person: Jared Simpson, Town Supervisor

Address: 5400 Route 5 & 20 West, Canandaigua, NY 14424

Telephone Number: (585) 394-1120

E-mail: jsimpson@townofcanandaigua.org

**For Type 1 Actions and Conditioned Negative Declarations, a copy of this Notice is sent to:**

Chief Executive Officer of the political subdivision in which the action will be principally located (e.g., Town / City / Village of)

Other involved agencies (if any)

Applicant (if any)

Environmental Notice Bulletin: <http://www.dec.ny.gov/enb/enb.html>



**New York State  
Parks, Recreation and  
Historic Preservation**

**KATHY HOCHUL**  
Governor

**ERIK KULLESEID**  
Commissioner

January 04, 2023

Angelina White  
MRB Group  
145 Culver Road  
Suite 160  
Rochester, NY 14620

Re: DEC  
Town of Canandaigua Transfer Station Facility Project  
Routes 5 & 20, Canandaigua, NY 14424  
23PR00043

Dear Angelina White:

Thank you for requesting the comments of the Office of Parks, Recreation and Historic Preservation (OPRHP). We have reviewed the project in accordance with the New York State Historic Preservation Act of 1980 (Section 14.09 of the New York Parks, Recreation and Historic Preservation Law). These comments are those of the OPRHP and relate only to Historic/Cultural resources. They do not include potential environmental impacts to New York State Parkland that may be involved in or near your project. Such impacts must be considered as part of the environmental review of the project pursuant to the State Environmental Quality Review Act (New York Environmental Conservation Law Article 8) and its implementing regulations (6 NYCRR Part 617).

Based upon this review, it is the opinion of OPRHP that no properties, including archaeological and/or historic resources, listed in or eligible for the New York State and National Registers of Historic Places will be impacted by this project.

If further correspondence is required regarding this project, please be sure to refer to the OPRHP Project Review (PR) number noted above.

Sincerely,

R. Daniel Mackay

Deputy Commissioner for Historic Preservation  
Division for Historic Preservation

rev: S. Snyder

# ATTACHMENT 15

## Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☐ County ☐ City ☒ Town ☐ Village  
(Select one:)

of Canandaigua

**DRAFT**  
4/12/2023

Local Law No. \_\_\_\_\_ of the year 20<sup>23</sup>

A local law Amend Chapter 174 (Subdivision of Lands) Section 174-19(I) Lot Size and Arrangement  
(Insert Title)

Be it enacted by the Town Board \_\_\_\_\_ of the  
(Name of Legislative Body)

☐ County ☐ City ☒ Town ☐ Village  
(Select one:)

of Canandaigua \_\_\_\_\_ as follows:

See Attachment A

(If additional space is needed, attach pages the same size as this sheet, and number each.)

**Attachment A**  
**DRAFT**

***DRAFT***

**§ 174-19 Lot size and arrangement.**

- I. Subdivision of land resulting in the creation of four or more parcels along a right of way shall constitute a Major Subdivision and shall only be authorized with improvements to create a public right of way pursuant to the Site Design and Development Criteria.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20<sup>23</sup> of the (County)(City)(Town)(Village) of Canandaigua was duly passed by the Town Board on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted (Elective Chief Executive Officer\*) on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. (Elective Chief Executive Officer\*)

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

**5. (City local law concerning Charter revision proposed by petition.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20 \_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20 \_\_\_\_\_, became operative.

**6. (County local law concerning adoption of Charter.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20 \_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20 \_\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph \_\_\_\_\_ above.

\_\_\_\_\_  
Clerk of the county legislative body, City, Town or Village Clerk or officer designated by local legislative body

Date: \_\_\_\_\_

(Seal)

**DRAFT**



**§ 174-19 Lot size and arrangement.**

I. Subdivision of land resulting in the creation of four or more parcels along a ~~private~~ right of way shall constitute a Major Subdivision and shall only be authorized with improvements to create a public right of way pursuant to the Site Design and Development Criteria.

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Name of Action or Project: Amend Town Code Chapter 174 Subdivision of Land (Section 174-19 Lot size and arrangement)			
Project Location (describe, and attach a location map): Town of Canandaigua			
Brief Description of Proposed Action: The Town Board is considering a local law to amend Town Code Chapter 174 Subdivision of Land (Section 174-19 Lot size and arrangement)			
Name of Applicant or Sponsor: Town Board, Town of Canandaigua		Telephone: 585-394-1120 E-Mail: sbonshak@townofcanandaigua.org	
Address: 5440 State Route 5 & 20 West			
City/PO: Canandaigua		State: NY	Zip Code: 14424
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action: <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

5. Is the proposed action,	NO	YES	N/A
a. A permitted use under the zoning regulations?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Consistent with the adopted comprehensive plan?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO	YES	
	<input type="checkbox"/>	<input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area?	NO	YES	
If Yes, identify: _____	<input type="checkbox"/>	<input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels?	NO	YES	
b. Are public transportation services available at or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	<input type="checkbox"/>	<input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements?	NO	YES	
If the proposed action will exceed requirements, describe design features and technologies: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply?	NO	YES	
If No, describe method for providing potable water: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities?	NO	YES	
If No, describe method for providing wastewater treatment: _____ _____	<input type="checkbox"/>	<input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places?	NO	YES	
b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	<input type="checkbox"/>	<input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency?	NO	YES	
b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody?	<input type="checkbox"/>	<input type="checkbox"/>	
If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____			

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <div style="margin-left: 20px;">           a. Will storm water discharges flow to adjacent properties?             b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?         </div> If Yes, briefly describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe: <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div> <div style="border-bottom: 1px solid black; height: 1.2em; margin-top: 5px;"></div>	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<p><b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b></p> <p>Applicant/sponsor/name: <u>Town Board, Town of Canandaigua</u> Date: _____</p> <p>Signature: _____ Title: <u>Town Manager</u></p>		

**State Environmental Quality Review  
LEAD AGENCY COORDINATION REQUEST**

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8  
(State Environmental Quality Review Act) of the Environmental Conservation Law

**The Canandaigua Town Board seeks Lead Agency Status for the  
environmental review for the action described below:**

Project Number

Name of Action: Uptown Form Based Code Document

Location: 5440 Route 5 & 20 West Canandaigua, NY 14424

Description of the Action:

Adoption of a Local Law to Amend Town Code Chapter 174 Subdivision of Land (Section 174-19)

\_\_\_\_\_ This agency has no objection to the **Canandaigua Town Board** assuming Lead Agency Status for this action

\_\_\_\_\_ This Agency will seek Lead Agency Status

\_\_\_\_\_  
Print or Type Name of Responsible Officer

\_\_\_\_\_  
Signature of Responsible Officer

Please return to:

Town of Canandaigua, Town Clerk  
5440 Route 5 & 20 West  
Canandaigua, NY 14424

If no response is received within 30 calendar days from the date of this authorization by the Canandaigua Town Board (May 15, 2023), the Canandaigua Town Board will assume Lead Agency in accordance to 6 NYCRR Part 617.

# ATTACHMENT 16

## Local Law Filing

(Use this form to file a local law with the Secretary of State.)

Text of law should be given as amended. Do not include matter being eliminated and do not use italics or underlining to indicate new matter.

☐ County ☐ City ☒ Town ☐ Village  
(Select one:)

of Canandaigua

**DRAFT**  
4/3/2023

Local Law No. \_\_\_\_\_ of the year 20<sup>23</sup>

A local law Amend Chapter 220 (Zoning) Section 220-9.1 Short Term Rentals  
(Insert Title)

Be it enacted by the Town Board \_\_\_\_\_ of the  
(Name of Legislative Body)

☐ County ☐ City ☒ Town ☐ Village  
(Select one:)

of Canandaigua \_\_\_\_\_ as follows:

See Attachment A

(If additional space is needed, attach pages the same size as this sheet, and number each.)

**DRAFT**

**§ 220-9.1 Short-term rentals.**

- A. Definitions. For purposes of this § 220-9.1, the following words and phrases shall have the definitions and meanings set forth below. If any words or phrases are defined elsewhere in this code, the definitions set forth in this § 220-9.1A shall control for purposes of short-term rentals.

**ADJACENT PROPERTIES**

- (1) Properties, parcels, lots or units situated near or next to, adjoining, contiguous or abutting the subject property, whether on the same side of the road, across the road or behind the subject property; and
- (2) When the subject property is a building consisting of multiple dwelling unit, such as an apartment building, that is a portion of a building containing multiple units on multiple floors with multiple units on each floor, this shall mean all units on the same floor as the subject property and also those units adjoining directly above or below the subject property.

**APPLICATION**

The application for a short-term rental permit.

**BEDROOM**

See “Sleeping Area” and to be a valid bedroom, the bedroom shall have appropriate requirements as defined by NYS building code.

**COMPLETE APPLICATION**

An application that has satisfied all of the submittal requirements set forth in this short-term rental ordinance and otherwise complies with all of the criteria required for the issuance of a short-term rental permit.

**OWNER**

The record titled owner of the residence for which a short-term rental permit is sought or has been issued. The owner may be a person or any form of business entity recognized by the State of New York. If the owner is a form of business entity, the business entity shall maintain current registration with New York State.

**PERMIT HOLDER**

The owner to whom a short-term rental special use permit has been issued through the Zoning Officer by the Planning Board. The Planning Board reserves the right to revoke the special use permit at any time for any reason including §220.9(I).



**PROPERTY MANAGEMENT COMPANY**

The owner's agent, including but not limited to rental platform, for renting the property, if any.

**PROPERTY or SHORT-TERM RENTAL PROPERTY**

All such residences or dwelling units used for short-term rental purposes.

**DRAFT**

**SHORT-TERM RENTAL**

The rental of a dwelling unit for less than 30 days to a person.

**SLEEPING AREA**

Any room that has a bed, bunk beds, daybed, or other furniture for sleeping, including, and without limitation, pull out couch or futon or any area advertised for sleeping. To be a valid sleeping area the sleeping area shall have appropriate requirements as defined by NYS building code.

**TEMPORARY ACCESS EASEMENT**

An easement granted to the owner to cross over the property of another when such access is necessary to provide entry to the property being rented.

**TOWN**

Town of Canandaigua, New York.

**USE WITH CRITERIA**

The land use approval process contained in the Town's Municipal Code; provided, however, if there are any conflicts, contradictions, or differences between the process and requirements set out in the Municipal Code and the process and requirements set out in this short-term rental ordinance, the terms and conditions in the short-term rental ordinance shall control.

- B. Permit. To operate as a short-term rental, the property owner or owner's agent shall file an application with the Town of Canandaigua and be granted a special use permit to operate a short-term rental. The Town Board authorizes the Planning Board to grant a special use permit, in all zoning districts, for the operation of a short-term rental special use without the need for a public hearing. The Planning Board may authorize through its rules of procedure a special use permit to be issued by the Zoning Officer when the applicant demonstrates compliance with the requirements for application, §220.9-1 (C).
- C. Requirements for application. Short-term rentals may be allowed in all zones unless otherwise restricted. The following information and documentation shall accompany the application and be provided to the Town of Canandaigua:
  - (1) Completed application.
  - (2) Street address for each unit.
  - (3) The name, address, and contact information including a twenty-four-hour contact phone

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number for the person at the property management company managing the property; or, if there is no property management company, the name, address and contact information, including a twenty-four-hour contact phone number who may be the owner or owner's agent, and who may be contacted in the event of an emergency.

- (4) A signed acknowledgement on the application, that the owner, property management company, and/or owner's agent, if any, have read all of the Town's regulations pertaining to the operation of a short-term rental. The owner shall sign the application certifying the accuracy of the information submitted and agreeing to comply with all regulations. If there is a property management company or other agent of the owner managing the short-term rental, the agent or an authorized officer of the property management company, or both, shall also sign the application certifying the accuracy of the information submitted and agreeing to comply with all regulations.
- (5) A signed acknowledgement by the applicant the premises has the following information posted or is in compliance at the property relating to the following information:
  - (A) Smoke Detectors including not less than one working smoke detector in each sleeping area and one additional smoke detector on each floor. Carbon monoxide detectors shall be installed as required by the New York State Uniform Fire Prevention and Building Code.
  - (B) Emergency Evacuation Procedures must be posted in each sleeping area to be followed in the event of a fire or smoke condition or upon the activation of a fire or smoke-detecting or other alarm device.
  - (C) Fire Extinguishers including at least one fire extinguisher on each floor and in the kitchen.
  - (D) The house number shall be located both at the end of the driveway and in the dwelling unit in a visible location where tenants will notice the address.
  - (E) Exterior doors shall be operational and all passageway to exterior doors shall be clear and unobstructed.
  - (F) The property containing the proposed short-term rental must have a minimum of one (1) off-road parking space for every bedroom shown on the floor plan included with the application.
  - (G) A sign indicating the maximum occupancy authorized by the Zoning Officer at time of permit. Notice the maximum occupancy for each short-term rental unit shall not exceed two (2) people per bedroom shown on the applicant's floor plan. The posted sign shall state "no events are permitted on the premises resulting in the number of persons on the property greater than the maximum allowable occupancy of the short-term rental unit at any time during the short-term rental".
  - (H) A sign in the short-term rental unit providing notice to any tenant the short-term rental is in a residential area in the Town of Canandaigua and that renters should be conscious of the residents in the neighborhood, all renters are subject to New York Penal Law §240.20 or

any successor statute regarding disorderly conduct, littering is illegal, and all fires must be attended complying with any applicable burn bans or New York State regulations.

(I) All applicants and permit holders must provide “Evidence of Property Insurance” and a “Certificate of Liability Insurance” indicating the premises is rated as a Short-Term Rental and maintain such insurance throughout the Term of the Short-Term Rental permit.

(J) Property must comply with most recent edition of the NYS Property Maintenance Code.

- D. Effective date of permit. The permit shall be issued by the Zoning Inspector or Code Enforcement Officer upon receipt of a completed application as defined in § 220-9.1C, Requirements for application.
- E. Fees. The application fee shall be set by resolution of the Town Board.
- F. Term of permit. The permit shall be valid for up to three year(s).
  - (1) If the permit is not renewed before the expiration date of such permit, it is considered to be suspended until such time the renewal process is complete.
  - (2) The owner shall amend the application at any time there is a change in circumstances that would require an update to the information submitted by the owner or property manager.
- G. Operating a short-term rental without a permit. Any person violating the provisions of this chapter by conducting short-term rental(s) without a valid permit shall be in violation of Town Code § 220.
- H. Discovery of an immediate health hazard. Upon the discovery of an immediate health hazard to renters, the Code Enforcement Officer can suspend the short-term rental permit until the hazard is remedied.
- I. Grounds for Suspension or Revocation of Permit. Upon evidence of violation(s) of short-term rental usage with this section the Zoning Officer shall notify in writing the Planning Board. After holding a public hearing and providing notice of such hearing to the subject property’s owner, the Planning Board may suspend or revoke a short-term rental special use permit. Suspended short-term rental special use permits shall be suspended for a period as deemed reasonable by the Planning Board. Revoked short-term rental special use permits shall be revoked and ineligible for approval for a period of not less than one year from the date of revocation. The Planning Board may suspend a short-term rental special use permit based on any of the following grounds:
  - (1) Permit Holder has falsified or failed to provide information in the application for a permit, application for renewal of a permit, registration of the property, or registration of property owner.
  - (2) Permit Holder violated any provision of this section during the term of the short-term rental permit.

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- (3) Permit Holder or any tenant violated any provisions of the Code of the Town of Canandaigua.
- (4) Permit Holder or any tenant violated any provision of the Penal Code of the State of New York, which violation occurred on, or pursuant to the occupancy of the short-term rental unit.
- (5) Any conduct on the premises, which is unreasonable under the circumstances, and which disturbs the health, safety, peace or comfort of the neighborhood or which otherwise creates a public nuisance.
- (6) Any conduct on the premises, which otherwise is not a permitted use in the zoning district.
- (7) Any conduct on the premises, involving parties or events or loud noises or when such activities result in two or more complaints from adjacent property owners relating to such activities.
- (8) Removal or disrepair of any safety devices such as, but not limited to, smoke and carbon monoxide detectors, fire extinguishers and egresses.
- (9) Permit Holder has failed to provide accommodations and access to the subject property for inspection, as may be required, by the Zoning Officer or Code Enforcement Officer of the Town.
- (10) Permit Holder or any tenants have exceeded the maximum occupancy limit of two (2) people per bedroom shown on the floor plan included with the application.
- (11) Permit Holder has allowed for occupancy greater than the capabilities of the on-site wastewater system, if applicable.
- (12) Permit Holder has not provided proof of pumping and satisfactory inspection of the on-site wastewater system, if applicable, by a qualified septic disposal firm within sixty days of request by Code Enforcement; or has violated Town of Canandaigua Code §202 Wastewater Treatment Systems, On-Site.

(Complete the certification in the paragraph that applies to the filing of this local law and strike out that which is not applicable.)

**1. (Final adoption by local legislative body only.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20<sup>23</sup> of the (County)(City)(Town)(Village) of Canandaigua was duly passed by the Town Board on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**DRAFT**

**2. (Passage by local legislative body with approval, no disapproval or repassage after disapproval by the Elective Chief Executive Officer\*.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the \_\_\_\_\_ and was deemed duly adopted (Elective Chief Executive Officer\*) on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**3. (Final adoption by referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. (Elective Chief Executive Officer\*)

Such local law was submitted to the people by reason of a (mandatory)(permissive) referendum, and received the affirmative vote of a majority of the qualified electors voting thereon at the (general)(special)(annual) election held on \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

**4. (Subject to permissive referendum and final adoption because no valid petition was filed requesting referendum.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the (County)(City)(Town)(Village) of \_\_\_\_\_ was duly passed by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_, and was (approved)(not approved) (Name of Legislative Body) (repassed after disapproval) by the \_\_\_\_\_ on \_\_\_\_\_ 20\_\_\_\_. Such local law was subject to permissive referendum and no valid petition requesting such referendum was filed as of \_\_\_\_\_ 20\_\_\_\_, in accordance with the applicable provisions of law.

\* Elective Chief Executive Officer means or includes the chief executive officer of a county elected on a county-wide basis or, if there be none, the chairperson of the county legislative body, the mayor of a city or village, or the supervisor of a town where such officer is vested with the power to approve or veto local laws or ordinances.

**5. (City local law concerning Charter revision proposed by petition.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the City of \_\_\_\_\_ having been submitted to referendum pursuant to the provisions of section (36)(37) of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of such city voting thereon at the (special)(general) election held on \_\_\_\_\_ 20\_\_\_\_, became operative.

**6. (County local law concerning adoption of Charter.)**

I hereby certify that the local law annexed hereto, designated as local law No. \_\_\_\_\_ of 20\_\_\_\_ of the County of \_\_\_\_\_ State of New York, having been submitted to the electors at the General Election of November \_\_\_\_\_ 20\_\_\_\_, pursuant to subdivisions 5 and 7 of section 33 of the Municipal Home Rule Law, and having received the affirmative vote of a majority of the qualified electors of the cities of said county as a unit and a majority of the qualified electors of the towns of said county considered as a unit voting at said general election, became operative.

**(If any other authorized form of final adoption has been followed, please provide an appropriate certification.)**

I further certify that I have compared the preceding local law with the original on file in this office and that the same is a correct transcript therefrom and of the whole of such original local law, and was finally adopted in the manner indicated in paragraph \_\_\_\_\_ above.

\_\_\_\_\_  
Clerk of the county legislative body, City, Town or Village Clerk or  
officer designated by local legislative body

Date: \_\_\_\_\_

(Seal)

§ 220-9.1 **Short-term rentals.**

~~{Added 12-21-2020 by L.L. No. 5-2020}~~

- A. Definitions. For purposes of this § **220-9.1**, the following words and phrases shall have the definitions and meanings set forth below. If any words or phrases are defined elsewhere in this code, the definitions set forth in this § **220-9.1A** shall control for purposes of short-term rentals.

**ADJACENT PROPERTIES**

(1) Properties, parcels, lots or units situated near or next to, adjoining, contiguous or abutting the subject property, whether on the same side of the road, across the road or behind the subject property; and

(2) When the subject property is a building consisting of multiple dwelling unit, such as an apartment building, that is a portion of a building containing multiple units on multiple floors with multiple units on each floor, this shall mean all units on the same floor as the subject property and also those units adjoining directly above or below the subject property.

**APPLICATION**

The application for a short-term rental permit.

**BEDROOM**

See “Sleeping Area” and to be a valid bedroom, the bedroom shall have appropriate requirements as defined by NYS building code.

**COMPLETE APPLICATION**

An application that has satisfied all of the submittal requirements set forth in this short-term rental ordinance and otherwise complies with all of the criteria required for the issuance of a short-term rental permit.

**OWNER**

The record titled owner of the residence for which a short-term rental permit is sought or has been issued. The owner may be a person or any form of business entity recognized by the State of New York. If the owner is a form of business entity, the business entity shall maintain current registration with New York State.

**PERMIT HOLDER**

The owner to whom a short-term rental special use permit has been issued through the Zoning Officer by the Planning Board. The Planning Board reserves the right to revoke the special use permit at any time for any reason including §220.9(I).

**PROPERTY MANAGEMENT COMPANY**

The owner's agent, including but not limited to rental platform, for renting the property, if any.

**PROPERTY or SHORT-TERM RENTAL PROPERTY**

All such residences or dwelling units used for short-term rental purposes.

**SHORT-TERM RENTAL**

The rental of a dwelling unit for less than 30 days to a person.

**SLEEPING AREA**

Any room that has a bed, bunk beds, daybed, or other furniture for sleeping, including, and without limitation, pull out couch or futon or any area advertised for sleeping. To be a valid sleeping area the sleeping area shall have appropriate requirements as defined by NYS building code.

## **TEMPORARY ACCESS EASEMENT**

An easement granted to the owner to cross over the property of another when such access is necessary to provide entry to the property being rented.

## **TOWN**

Town of Canandaigua, New York.

## **USE WITH CRITERIA**

The land use approval process contained in the Town's Municipal Code; provided, however, if there are any conflicts, contradictions, or differences between the process and requirements set out in the Municipal Code and the process and requirements set out in this short-term rental ordinance, the terms and conditions in the short-term rental ordinance shall control.

- B. Permit. To operate as a short-term rental, the property owner or owner's agent shall file an application with the Town of Canandaigua and be granted a special use permit to operate a short-term rental. The Town Board authorizes the Planning Board to grant a special use permit, in all zoning districts, for the operation of a short-term rental special use without the need for a public hearing. The Planning Board may authorize through its rules of procedure a special use permit to be issued by the Zoning Officer when the applicant demonstrates compliance with the requirements for application, §220.9-1 (C).
- C. Requirements for application. Short-term rentals may be allowed in all zones unless otherwise restricted. The following information and documentation shall accompany the application and be provided to the Town of Canandaigua:
- (1) Completed application.
  - (2) Street address for each unit.
  - (3) The name, address, and contact information including a twenty-four-hour contact phone number for the person at the property management company managing the property; or, if there is no property management company, the name, address and contact information, including a twenty-four-hour contact phone number who may be the owner or owner's agent, and who may be contacted in the event of an emergency.
  - (4) A signed acknowledgement on the application, that the owner, property management company, and/or owner's agent, if any, have read all of the Town's regulations pertaining to the operation of a short-term rental. The owner shall sign the application certifying the accuracy of the information submitted and agreeing to comply with all regulations. If there is a property management company or other agent of the owner managing the short-term rental, the agent or an authorized officer of the property management company, or both, shall also sign the application certifying the accuracy of the information submitted and agreeing to comply with all regulations.
  - (5) A signed acknowledgement by the applicant the premises has the following information posted or is in compliance at the property relating to the following information:
    - (A) Smoke and Carbon Monoxide Detectors including not less than one working smoke and carbon monoxide detector in each sleeping area and one additional smoke detector on each floor. Carbon monoxide detectors shall be installed as required by the New York State Uniform Fire Prevention and Building Code.
    - (B) Emergency Evacuation Procedures must be posted in each sleeping area to be followed in the event of a fire or smoke condition or upon the activation of a fire or smoke-detecting or other alarm device.
    - (C) Fire Extinguishers including at least one fire extinguisher on each floor and in the kitchen.



(D) The house number shall be located both at the end of the driveway and in the dwelling unit in a visible location where tenants will notice the address.

(E) Exterior doors shall be operational and all passageway to exterior doors shall be clear and unobstructed.

(F) The property containing the proposed short-term rental must have a minimum of one (1) off-road parking space for every bedroom shown on the floor plan included with the application.

(G) A sign indicating the maximum occupancy authorized by the Zoning Officer at time of permit. Notice the maximum occupancy for each short-term rental unit shall not exceed two (2) people per bedroom shown on the applicant's floor plan. The posted sign shall state "no events are permitted on the premises resulting in the number of persons on the property greater than the maximum allowable occupancy of the short-term rental unit at any time during the short-term rental". And the maximum occupancy of any dwelling unit used as short term rental shall not exceed twelve (12) people total.

(H) A sign in the short-term rental unit providing notice to any tenant the short-term rental is in a residential area in the Town of Canandaigua and that renters should be conscious of the residents in the neighborhood, all renters are subject to New York Penal Law §240.20 or any successor statute regarding disorderly conduct, littering is illegal, and all fires must be attended complying with any applicable burn bans or New York State regulations.

(I) All applicants and permit holders must provide "Evidence of Property Insurance" and a "Certificate of Liability Insurance" indicating the premises is rated as a Short-Term Rental and maintain such insurance throughout the Term of the Short-Term Rental permit.

(J) Property must comply and meet all current with most recent edition of the NYS Property Maintenance Code.

- D. Effective date of permit. The permit shall be issued by the Zoning Inspector or Code Enforcement Officer upon receipt of a completed application as defined in § 220-9.1C, Requirements for application.
- E. Fees. The application fee ~~and annual renewal fee~~ shall be set by resolution of the Town Board. ~~The fee associated with new applications will be pro-rated by month based on the current fee set by the Town Board.~~
- F. Term of permit. The permit shall be valid for up to ~~one three year(s). and may be renewed annually by January 1 of each year. The permit may be renewed upon the payment of the annual renewal fee unless there is a substantial change to the information contained in the application.~~
- (1) If the permit is not renewed ~~before the expiration date of such permit by January 1,~~ it is considered to be suspended until such time the renewal process is complete.
- (2) The owner shall amend the application at any time there is a change in circumstances that would require an update to the information submitted by the owner or property manager.
- G. Operating a short-term rental without a permit. Any person violating the provisions of this chapter by conducting short-term rental(s) without a valid permit shall be in violation of Town Code § 220 ~~and shall be deemed ineligible from receipt of a short term rental permit for a period of not less than one year from the date of violation notice. Any short term rental permit revoked by the Planning Board shall be ineligible for approval for a period of not less than one year from the date of revocation.~~
- H. Discovery of an immediate health hazard. Upon the discovery of an immediate health hazard to renters, the Code Enforcement Officer can suspend the short-term rental permit until the hazard is remedied.

I. Grounds for Suspension or Revocation of Permit. Upon evidence of violation(s) of short-term rental usage with this section the Zoning Officer shall notify in writing the Planning Board. After holding a public hearing and providing notice of such hearing to the subject property's owner, the Planning Board may suspend or revoke a short-term rental special use permit. Suspended short-term rental special use permits shall be suspended for a period as deemed reasonable by the Planning Board. Revoked short-term rental special use permits shall be revoked and ineligible for approval for a period of not less than one year from the date of revocation. The Planning Board may suspend a short-term rental special use permit based on any of the following grounds:

- (1) Permit Holder Applicant has falsified or failed to provide information in the application for a permit, application for renewal of a permit, registration of the property, or registration of property owner.
- (2) Permit Holder Applicant violated any provision of this section during the term of the short-term rental permit.
- (3) Permit Holder Applicant or any tenant violated any provisions of the Code of the Town of Canandaigua.
- (4) Permit Holder Applicant or any tenant violated any provision of the Penal Code of the State of New York, which violation occurred on, or pursuant to the occupancy of the short-term rental unit.
- (5) Any conduct on the premises, which is unreasonable under the circumstances, and which disturbs the health, safety, peace or comfort of the neighborhood or which otherwise creates a public nuisance.
- (6) Any conduct on the premises, which otherwise is not a permitted use in the zoning district.
- (7) Any conduct on the premises, involving parties or events or loud noises or when such activities result in two or more complaints from adjacent property owners relating to such activities.
- (8) Removal or disrepair of any safety devices such as, but not limited to, smoke and carbon monoxide detectors, fire extinguishers and egresses.
- (9) Permit Holder Applicant has failed to provide accommodations and access to the subject property for inspection, as may be required, by the Zoning Officer or Code Enforcement Officer of the Town.
- (10) Permit Holder Applicant or any tenants have exceeded the maximum occupancy limit of two (2) people per bedroom shown on the floor plan included with the application ~~or have exceeded the maximum occupancy limit of twelve (12) people per short term rental unit.~~
- (11) Permit Holder has allowed for occupancy greater than the capabilities of the on-site wastewater septic system, if applicable.
- (12) Permit Holder has not provided proof of pumping and satisfactory inspection of the on-site wastewater septic system, if applicable, by a qualified septic disposal firm within sixty days of request by Code Enforcement; or has violated Town of Canandaigua Code §202 Wastewater Treatment Systems, On-Site.

# Short Environmental Assessment Form

## Part 1 - Project Information

### Instructions for Completing

**Part 1 – Project Information.** The applicant or project sponsor is responsible for the completion of Part 1. Responses become part of the application for approval or funding, are subject to public review, and may be subject to further verification. Complete Part 1 based on information currently available. If additional research or investigation would be needed to fully respond to any item, please answer as thoroughly as possible based on current information.

Complete all items in Part 1. You may also provide any additional information which you believe will be needed by or useful to the lead agency; attach additional pages as necessary to supplement any item.

<b>Part 1 – Project and Sponsor Information</b>			
Town of Canandaigua			
Name of Action or Project: Adoption of a Local Law to Amend Town Code Chapter 220-9.1 Short-term rentals			
Project Location (describe, and attach a location map): Town of Canandaigua			
Brief Description of Proposed Action: The Town Board is considering a Local Law to amend the Town Code Chapter 220-9.1 Short-term rentals to further define and clarify policies and procedures to protect all parties.			
Name of Applicant or Sponsor: Town Board, Town of Canandaigua		Telephone: 585-394-1120	
		E-Mail: sbonshak@townofcanandaigua.org	
Address: 5440 State Route 5/20 West			
City/PO: Canandaigua		State: New York	Zip Code: 14424
1. Does the proposed action only involve the legislative adoption of a plan, local law, ordinance, administrative rule, or regulation? If Yes, attach a narrative description of the intent of the proposed action and the environmental resources that may be affected in the municipality and proceed to Part 2. If no, continue to question 2.		NO <input type="checkbox"/>	YES <input checked="" type="checkbox"/>
2. Does the proposed action require a permit, approval or funding from any other government Agency? If Yes, list agency(s) name and permit or approval:		NO <input checked="" type="checkbox"/>	YES <input type="checkbox"/>
3. a. Total acreage of the site of the proposed action? _____ acres b. Total acreage to be physically disturbed? _____ acres c. Total acreage (project site and any contiguous properties) owned or controlled by the applicant or project sponsor? _____ acres			
4. Check all land uses that occur on, are adjoining or near the proposed action: <input type="checkbox"/> Urban <input type="checkbox"/> Rural (non-agriculture) <input type="checkbox"/> Industrial <input type="checkbox"/> Commercial <input type="checkbox"/> Residential (suburban) <input type="checkbox"/> Forest <input type="checkbox"/> Agriculture <input type="checkbox"/> Aquatic <input type="checkbox"/> Other(Specify): <input type="checkbox"/> Parkland			

5. Is the proposed action, a. A permitted use under the zoning regulations? b. Consistent with the adopted comprehensive plan?	NO  <input type="checkbox"/>  <input type="checkbox"/>	YES  <input type="checkbox"/>  <input type="checkbox"/>	N/A  <input type="checkbox"/>  <input type="checkbox"/>
6. Is the proposed action consistent with the predominant character of the existing built or natural landscape?	NO  <input type="checkbox"/>	YES  <input type="checkbox"/>	
7. Is the site of the proposed action located in, or does it adjoin, a state listed Critical Environmental Area? If Yes, identify: _____	NO  <input type="checkbox"/>	YES  <input type="checkbox"/>	
8. a. Will the proposed action result in a substantial increase in traffic above present levels? b. Are public transportation services available at or near the site of the proposed action? c. Are any pedestrian accommodations or bicycle routes available on or near the site of the proposed action?	NO  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	YES  <input type="checkbox"/>  <input type="checkbox"/>  <input type="checkbox"/>	
9. Does the proposed action meet or exceed the state energy code requirements? If the proposed action will exceed requirements, describe design features and technologies: _____ _____	NO  <input type="checkbox"/>	YES  <input type="checkbox"/>	
10. Will the proposed action connect to an existing public/private water supply? If No, describe method for providing potable water: _____ _____	NO  <input type="checkbox"/>	YES  <input type="checkbox"/>	
11. Will the proposed action connect to existing wastewater utilities? If No, describe method for providing wastewater treatment: _____ _____	NO  <input type="checkbox"/>	YES  <input type="checkbox"/>	
12. a. Does the project site contain, or is it substantially contiguous to, a building, archaeological site, or district which is listed on the National or State Register of Historic Places, or that has been determined by the Commissioner of the NYS Office of Parks, Recreation and Historic Preservation to be eligible for listing on the State Register of Historic Places? b. Is the project site, or any portion of it, located in or adjacent to an area designated as sensitive for archaeological sites on the NY State Historic Preservation Office (SHPO) archaeological site inventory?	NO  <input type="checkbox"/>  <input type="checkbox"/>	YES  <input type="checkbox"/>  <input type="checkbox"/>	
13. a. Does any portion of the site of the proposed action, or lands adjoining the proposed action, contain wetlands or other waterbodies regulated by a federal, state or local agency? b. Would the proposed action physically alter, or encroach into, any existing wetland or waterbody? If Yes, identify the wetland or waterbody and extent of alterations in square feet or acres: _____ _____ _____	NO  <input type="checkbox"/>  <input type="checkbox"/>	YES  <input type="checkbox"/>  <input type="checkbox"/>	

14. Identify the typical habitat types that occur on, or are likely to be found on the project site. Check all that apply: <input type="checkbox"/> Shoreline <input type="checkbox"/> Forest <input type="checkbox"/> Agricultural/grasslands <input type="checkbox"/> Early mid-successional <input type="checkbox"/> Wetland <input type="checkbox"/> Urban <input type="checkbox"/> Suburban		
15. Does the site of the proposed action contain any species of animal, or associated habitats, listed by the State or Federal government as threatened or endangered?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
16. Is the project site located in the 100-year flood plan?	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
17. Will the proposed action create storm water discharge, either from point or non-point sources? If Yes, <div style="margin-left: 20px;">           a. Will storm water discharges flow to adjacent properties?             b. Will storm water discharges be directed to established conveyance systems (runoff and storm drains)?         </div> If Yes, briefly describe:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>
18. Does the proposed action include construction or other activities that would result in the impoundment of water or other liquids (e.g., retention pond, waste lagoon, dam)? If Yes, explain the purpose and size of the impoundment:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
19. Has the site of the proposed action or an adjoining property been the location of an active or closed solid waste management facility? If Yes, describe:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
20. Has the site of the proposed action or an adjoining property been the subject of remediation (ongoing or completed) for hazardous waste? If Yes, describe:	NO	YES
	<input type="checkbox"/>	<input type="checkbox"/>
<b>I CERTIFY THAT THE INFORMATION PROVIDED ABOVE IS TRUE AND ACCURATE TO THE BEST OF MY KNOWLEDGE</b>  Applicant/sponsor/name: <u>Town Board, Town of Canandaigua</u> Date: _____  Signature: _____      Title: <u>Town Manager</u>		

**State Environmental Quality Review  
LEAD AGENCY COORDINATION REQUEST**

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8  
(State Environmental Quality Review Act) of the Environmental Conservation Law

**The Canandaigua Town Board seeks Lead Agency Status for the  
environmental review for the action described below:**

Project Number

Name of Action: Uptown Form Based Code Document

Location: 5440 Route 5 & 20 West Canandaigua, NY 14424

Description of the Action:

Adoption of a Local Law to Amend Town Code Chapter 220-9.1 Short-term rentals

\_\_\_\_\_ This agency has no objection to the **Canandaigua Town Board** assuming Lead  
Agency Status for this action

\_\_\_\_\_ This Agency will seek Lead Agency Status

\_\_\_\_\_  
Print or Type Name of Responsible Officer

\_\_\_\_\_  
Signature of Responsible Officer

Please return to:

Town of Canandaigua, Town Clerk  
5440 Route 5 & 20 West  
Canandaigua, NY 14424

If no response is received within 30 calendar days from the date of this authorization by the  
Canandaigua Town Board (May 15, 2023), the Canandaigua Town Board will assume Lead  
Agency in accordance to 6 NYCRR Part 617.

# ATTACHMENT 17

# *Town of Canandaigua*

5440 Routes 5 & 20 West • Canandaigua, NY 14424 • (585) 394-1120

*Established 1789*

## **ZONING LAW DETERMINATION**

**PROPERTY OWNER:** 2625 Hanna Road, LLC.  
**PROPERTY ADDRESS:** 2625 County Road 22  
**TAX MAP NUMBER:** 71.00-1-21.141  
**ZONING DISTRICT:** AR-1- Agricultural Rural Residential- 1 Acre Lot

### **DETERMINATION REFERENCE:**

Petition to Amend the Official Zoning Map- Mixed Use Overlay District, dated 3/31/2023, dated 3/31/2023.

Letter of Intent, prepared by Logan Rockcastle of Marks Engineering on behalf of the owner, 2625 Hanna Road, LLC, dated 3/31/2023, submitted 3/31/2023.

Commercial Site Plan for 2625 Hanna Road, LLC, prepared by Marks Engineering, dated 3/14/2023, submitted 3/31/2023.

### **PROJECT DESCRIPTION:**

The applicant is requesting to rezone the property from Agricultural Rural Residential- 1 Acre Lot to MUO-3, Mixed Use Overlay. The intent of the applicant is to construct two buildings to create an indoor turf facility for local and regional sports teams.

### **DETERMINATION:**

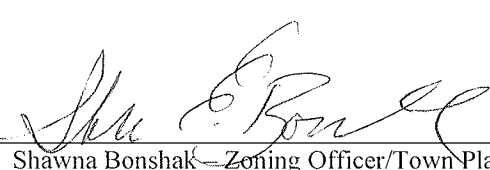
The parcel is located withing Mixed Use Overlay, Subarea #3. This area has been identified as a growth node in the Town of Canandaigua's Comprehensive Plan.

### **REFERRAL TO TOWN BOARD:**

The Town Board may refer the rezoning request to the Town of Canandaigua Planning Board for an advisory report.

### **CODE SECTIONS:** Chapter §220-33(D)

DATE: 4/7/23

BY:   
Shawna Bonshak - Zoning Officer/Town Planner

NYS Town Law, Section 267-a(5)(b), an appeal may be made to the ZBA within 60 days of the date of this determination.

cc: Binder, Property Owner, Town Clerk

**CANANDAIGUA TOWN CLERK**

**APR 07 2023**

**RECEIVED** *HO*





**Marks**Engineering

4303 Routes 5 & 20  
Canandaigua, NY 14424

March 31, 2023

Shawna Bonshak  
Town of Canandaigua  
5440 Route 5 & 20  
Canandaigua, NY 14424

RE: Letter of Intent – 2625 CR 22  
FLXTurf Indoor Sports Facility  
MUO Zoning Petition

Dear Ms. Bonshak,

On behalf of our client, Evan Gilbert, we submit the following material for review by the Town Board and to gain permission to petition the Town of Canandaigua for a Mixed Use Overlay Zoning Amendment of the subject parcel.

**Application Packet:**

For review of these applications, we have provided a copy of the following attachments for review:

1. Letter of Intent
2. Petition to Amend Zoning Map
3. Context Aerial
4. Concept Plan
5. Rendered Concept Plan

**Description of Proposed Development:**

The owner of this property intends to construct two buildings to create a rentable indoor turf facility to support local sports teams and the surrounding community. Due to the underlying zoning not allowing a commercial facility and accessory building of this size, we must rezone this property to MUO-3, much like the parcels adjacent to this property.

**Existing Conditions:**

The project site is located on Hannah Rd. (CR 22), approximately 1,677" south of the intersection with St. Rt. 21. The parcel's tax account number is 71.00-1-21.141 and is located within the AG-1 (Agricultural) and MUO-3 zoning district. This lot is currently undeveloped.

**Proposed Conditions:**

This project will entail the construction of two buildings for an indoor sports facility. A parking area will be created to facilitate the incoming patrons, along with parking for buses of incoming schools and sports teams. This site will also have an on site wastewater management system, along with a stormwater management facility to accommodate the newly created impervious surfaces.



**Marks**Engineering

4303 Routes 5 & 20

Canandaigua, NY 14424

This facility will look to orient their services to K-12 students participating in local clubs and scholastic sports teams. This space will be available for any field sports team, but for the most part will accommodate soccer, lacrosse, and baseball teams who require avenues/resources to practice during the offseason or during inclement weather conditions. Currently, there are no local sport facilities and most local teams and clubs must travel to Victor or Monroe county for an indoor practice facility.

Thank you for your consideration on this project. Please don't hesitate to call me at the office with any questions.

Very truly yours,

Logan Rockcastle

Marks Engineering, P.C.

*Town of Canandaigua*

5440 Route 5 & 20 • Canandaigua, NY 14424 • (585) 394-1120

**PETITION TO AMEND THE OFFICIAL ZONING MAP  
MIXED USE OVERLAY DISTRICT**

1. Name and Address of the Applicant: Evan Gilbert (2625 Hanna Road, LLC)  
5026 West Ridge Rd.  
Canandaigua, NY 14424  
Applicant Telephone and E-mail Address: 860-578-6273, evan.l.gilbert@gmail.com
2. Name and Address of Applicant's Attorney (if applicable): \_\_\_\_\_  
\_\_\_\_\_  
Attorney Telephone and E-mail Address: \_\_\_\_\_
3. Interest of Applicant in Property: Owner/Developer
4. Name and Address of Property Owner, if different : \_\_\_\_\_  
\_\_\_\_\_  
Owner Telephone and E-mail Address: \_\_\_\_\_
5. Subject Property Address and Tax Map Number: 2625 County Road 22, 71.00-1-21.141  
\_\_\_\_\_
6. Current Zoning and MUO Classification: AR-1, MUO
7. Requested Amended Zoning Classification: MUO
8. Existing Land Use and/or Buildings: Vacant
9. Proposed Land Use and/or Buildings: Commercial (Indoor turf facility)  
\_\_\_\_\_

Signature of Property Owner  Date: 3/31/2023

Signature of Applicant \_\_\_\_\_ Date: \_\_\_\_\_

IDENTIFICATION OF POTENTIAL CONFLICTS OF INTEREST  
(Required by NYS General Municipal Law § 809)

1. ***If the Applicant is an Individual:*** Is the applicant or any of the immediate family members of the applicant (including spouse, brothers, sisters, parents, children, grandchildren, or any of their spouses) related to any officer or employee of the Town of Canandaigua?  
YES      ☒ NO
  
2. ***If the Applicant is a Corporate Entity:*** Are any of the officers, employees, partners, or directors, or any of their immediate family members (including spouse, brothers, sisters, parents, children, grandchildren, or any of their spouses) of the company on whose behalf this application is being made related to any officer or employee of the Town of Canandaigua?  
YES      ☒ NO
  
3. ***If the Applicant is a corporate entity:*** Are any of the stockholders or partnership members (holding 5% or more of the outstanding shares), or any of their immediate family members (including spouse, brothers, sisters, parents, children, grandchildren, or any of their spouses) of the company on whose behalf this application is being made related to any officer or employee of the Town of Canandaigua?  
YES      ☒ NO
  
4. ***If the Applicant has made any agreements contingent upon the outcome of this application:***  
If the applicant has made any agreements, express or implied, whereby said applicant may receive any payment or other benefit, whether or not for services rendered, dependent or contingent upon the favorable approval of this application, petition, or request, are any of the parties to said agreement officers or employees of the Town of Canandaigua?  
YES      ☒ NO

If the answer to any of the above questions is YES, please state the name and address of the related officer(s) or employee(s) as well as the nature and extent of such relationship:

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***Property Owner is responsible for any consultant fees  
(Town Engineer, Town Attorney, etc.) incurred during the application process.***

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Please note that the **Property Owner** is responsible for all consultant fees during the review of this application including legal, engineering, or other outside consultants. Applications submitted to the Town of Canandaigua Planning Board will normally receive chargeback fees of at least five hours to ten hours for planning services including intake, project review, resolution preparation, SEQR, and findings of fact. PLEASE NOTE that the number of hours will be SIGNIFICANTLY INCREASED due to incomplete applications, plans lacking detail, or repeated continuations. Subdivision applications and larger commercial or industrial projects traditionally require more hours of engineering, legal, and other consultant review and preparation and will incur higher costs. Applications for new construction may be referred to the Town Engineer for engineering review which may include at least an additional eight to twelve hours of review time. The **Property Owner** will also be responsible for legal fees for applications submitted to the Town of Canandaigua Planning Board, Zoning Board of Appeals, or the Town of Canandaigua Development Office. Fees for engineering and legal expenses traditionally range between one hundred and one hundred fifty dollars per hour. A copy of the Town's annual fee schedule is available upon request from the Development Office or the Town Clerk's Office. The **Property Owner's** signature below indicates that the **Property Owner** understands that the **Property Owner** will be responsible for all outside consultant fees incurred as a result of the submitted application, and consents to these charges. Additionally projects approved by the Town of Canandaigua Planning Board may be required to pay a parks and recreation fee as established by the Town Board (currently \$ 1,000 per unit) if required as part of the conditions of approval.

Erin Gilbert

(property owner print)



(property owner signature)

OFFICE USE ONLY

Date Filed: \_\_\_\_\_ Date Referred to Planning Board: \_\_\_\_\_

Planning Board Action: \_\_\_\_\_

Publication: (dates) \_\_\_\_\_ (location) \_\_\_\_\_

Notice Mailing Date (attach mailing list): \_\_\_\_\_

Hearing: (date) \_\_\_\_\_ (time) \_\_\_\_\_ (location) \_\_\_\_\_

Order: \_\_\_\_\_





- ⊙ Gas valve

⊙ Sanitary Manhole

⊙ Drainage Manhole

⊙ Water shut off

⊙ Sanitary sewer clean out

⊙ Elec. transformer

⊙ Utility pedestal

⊙ Gas pipeline marker
- Monument

⊙ Benchmark

⊙ Utility pole

⊙ Hydrant

⊙ Light pole

⊙ Road Sign

⊙ Water Valve

LEGEND

EXISTING

PROPOSED

Utility Lines

R.O.W. line

Property line

Easement line

Centerline

Drainage

Contour Line

Demo Line

ABBREVIATIONS:

EX-EXISTING

OPP-CORRUGATED POLYETHYLENE PIPE

O.C.-ON CENTER

SICPP-SMOOTH INTERIOR CORRUGATED POLYETHYLENE PIPE

UC-UNDERGROUND

CONC-CONCRETE

CO -CLEAN OUT

TYP-TYPICAL

R-RADIUS

BC-BOTTOM OF CURB

TC-TOP OF CURB

TW-TOP OF WALL

BW-BOTTOM OF WALL

BS-BOTTOM OF STAIRS

PERF-PERFORATED

MIN-MINIMUM

MAX-MAXIMUM

INV-INVERT

CB-CATCH BASIN

MH-MANHOLE

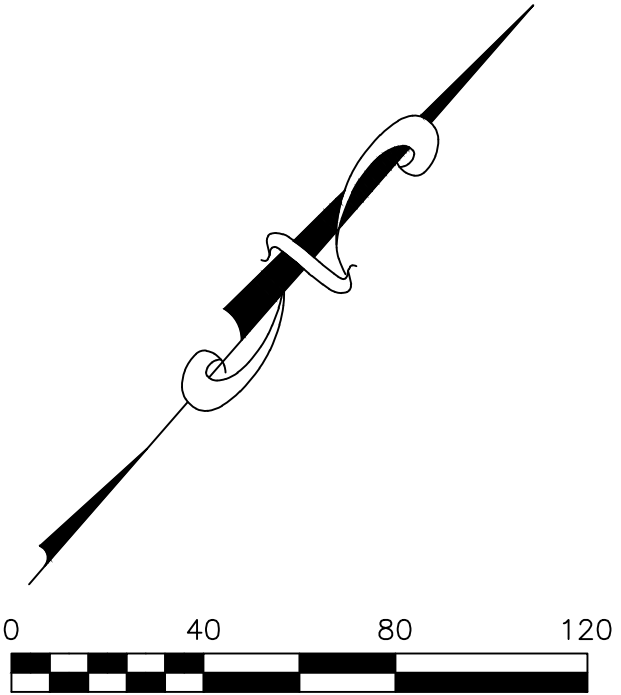
DI-DRAINAGE INLET

BULK TABLE		
	PROPOSED	REQUIRED
ZONING/USE - PRINCIPAL	INDOOR SPORTS FACILITY	AR-1 (AGRICULTURAL RURAL RESIDENTIAL)
ZONING/USE - ACCESSORY	N/A	N/A
FRONT SETBACK	>60'	60'
SIDE SETBACK	>30'	30'
REAR SETBACK	>40'	40'
BUILDING HEIGHT	<35'	35'
MAX. BUILDING COVERAGE	<40%	40%

1

CONTEXT AERIAL

1"=40'



MarksEngineering

4303 ROUTES 5 & 20  
CANANDAIGUA, NY 14424  
www.marksengineering.com

Phone 585-995-0360  
Fax 585-995-0361  
info@marksengineering.com

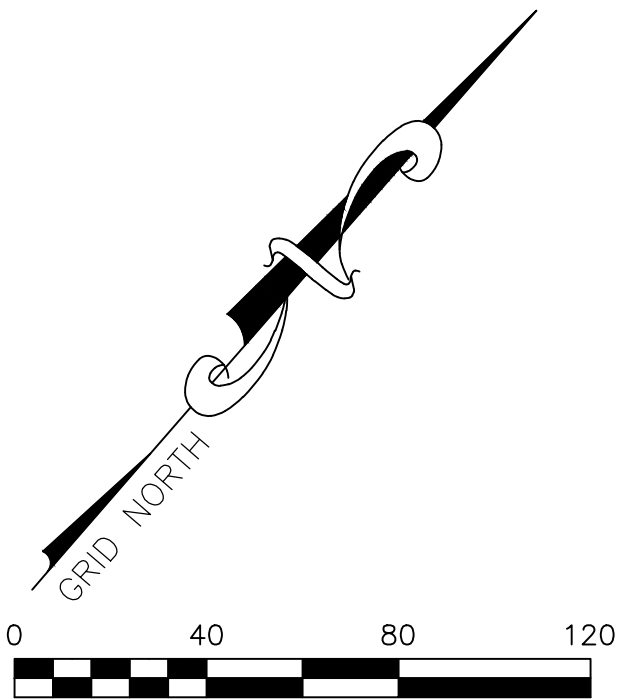
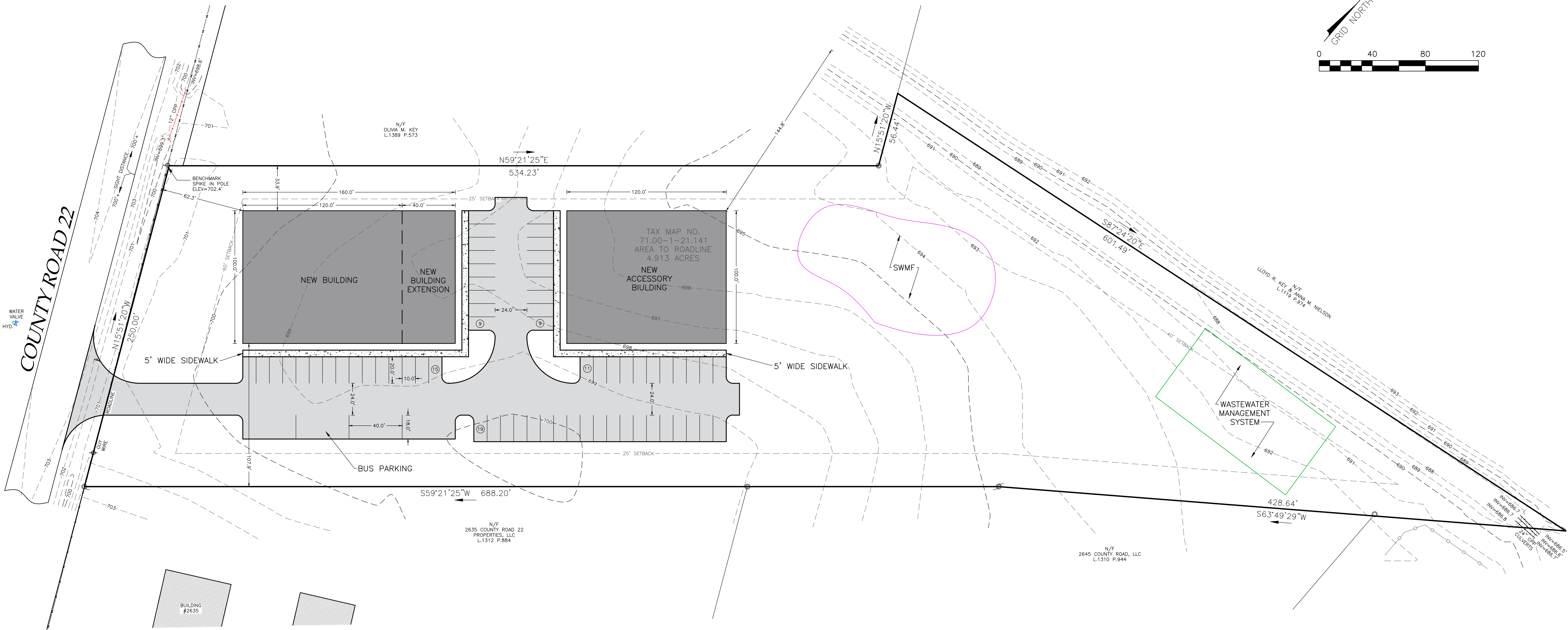
REVISIONS AND APPROVALS	
NO.	DATE   DESCRIPTION OF REVISION OR APPROVAL BY

COMMERCIAL SITE PLAN FOR:  
**2625 HANNA ROAD, LLC**  
SHOWING LAND IN:  
2625 COUNTY ROAD 22  
TOWN OF CANANDAIGUA  
COUNTY OF ONTARIO  
STATE OF NEW YORK

DRAWING TITLE: CONTEXT AERIAL	
DRAWN BY:	LGR
DESIGNED BY:	
CHECKED BY:	BAM
SCALE:	1"=40'
JOB NO.:	23-033
DATE:	3/14/2023
TAX MAP#:	71.00-1-21.141

C100





- ⊙ Gas valve

⊙ Sanitary Manhole

⊙ Drainage Manhole

⊙ Water shut off

⊙ Sanitary sewer clean out

⊙ Elec. transformer

⊙ Utility pedestal

⊙ Gas pipeline marker

⊙ Monument

⊙ Benchmark

⊙ Utility pole

⊙ Hydrant

⊙ Light pole

⊙ Road Sign

⊙ Water Valve
- EXISTING

PROPOSED

Utility Lines

R.O.W. line

Property line

Easement line

Centerline

Drainage

Contour Line

Demo Line
- ABBREVIATIONS:

EX-EXISTING

CPY-CORRUGATED POLYETHYLENE PIPE

O.C.-ON CENTER

SIOPP-SMOOTH INTERIOR CORRUGATED POLYETHYLENE PIPE

UC-UNDERGROUND

CONC-CONCRETE

CO-CLEAN OUT

TYP-TYPICAL

R-RADIUS

BC-BOTTOM OF CURB

TC-TOP OF CURB

TW-TOP OF WALL

BW-BOTTOM OF WALL

BS-BOTTOM OF STAIRS

PERF-PERFORATED

MIN-MINIMUM

MAX-MAXIMUM

INW-INVERT

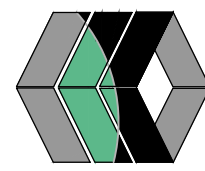
CB-CATCH BASIN

MI-MANHOLE

DI-DRAINAGE INLET

BULK TABLE		
	PROPOSED	REQUIRED
ZONING/USE - PRINCIPAL	INDOOR SPORTS FACILITY	AR-1 (AGRICULTURAL RURAL RESIDENTIAL)
ZONING/USE - ACCESSORY	N/A	N/A
FRONT SETBACK	62.3'	60'
SIDE SETBACK	33.9' & 107.9'	30'
REAR SETBACK	144.8'	40'
BUILDING HEIGHT	25'	35'
MAX. BUILDING COVERAGE	13%	40%

1 CONCEPT PLAN  
1"=40'



STAMP

STAMP

REVISIONS AND APPROVALS

NO.	DATE	DESCRIPTION OF REVISION OR APPROVAL	BY

COMMERCIAL SITE PLAN FOR:

2625 HANNA ROAD, LLC

SHOWING LAND IN:

2625 COUNTY ROAD 22

TOWN OF CANANDAIGUA

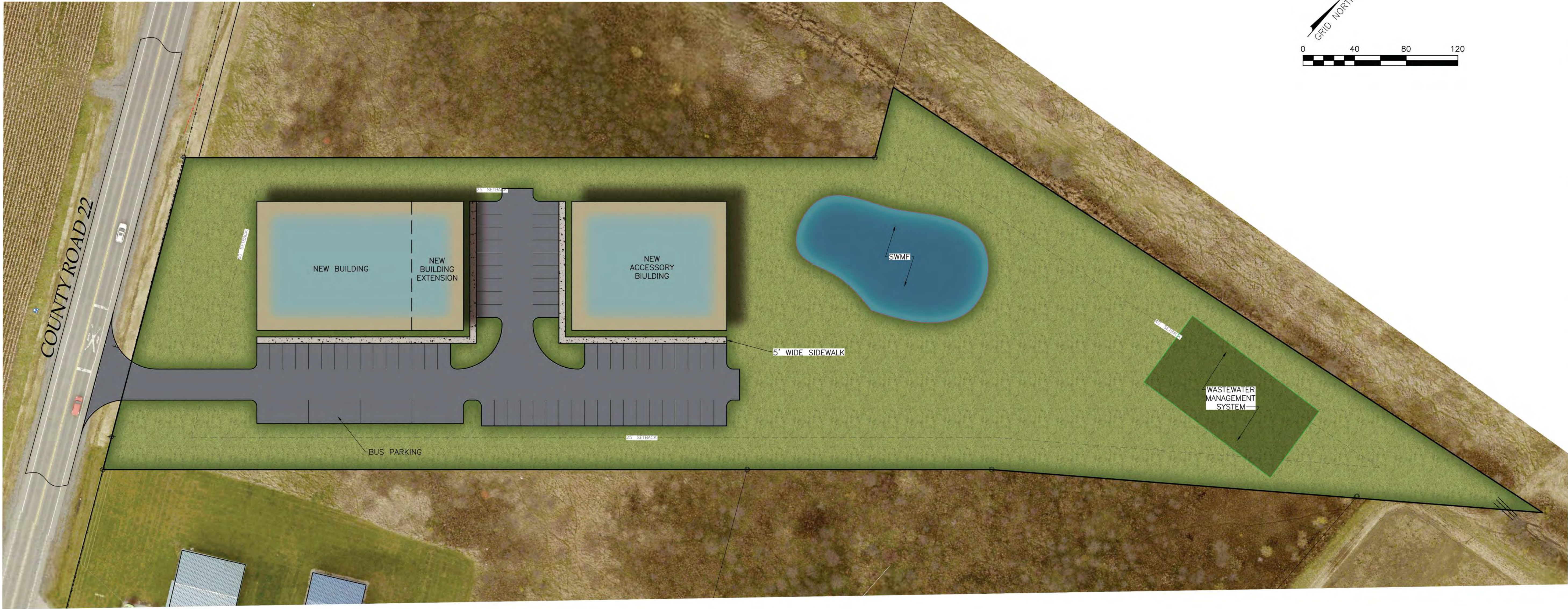
COUNTY OF ONTARIO STATE OF NEW YORK

DRAWING TITLE:  
CONCEPT PLAN

DRAWN BY:	LGR
DESIGNED BY:	
CHECKED BY:	BAM
SCALE:	1"=40'
JOB NO.:	23-033
DATE:	
TAX MAP#:	71.00-1-21.141

C100





- Gas valve
- Sanitary Manhole
- Drainage Manhole
- Water shut off
- Sanitary sewer clean out
- Elec. transformer
- Utility pedestal
- Gas pipeline marker
- Monument
- Benchmark
- Utility pole
- Hydrant
- Light pole
- Flec. transformer
- Utility pedestal
- Water Valve

LEGEND

EXISTING	PROPOSED	Utility Lines
—	—	ROW line
—	—	Property line
—	—	Easement line
—	—	Centerline
—	—	Drainage
—	—	Contour Line
—	—	Demo Line

ABBREVIATIONS:  
EX-EXISTING  
CPP-CORRUGATED POLYETHYLENE PIPE  
O.C.-ON CENTER  
SICPP-SMOOTH INTERIOR CORRUGATED POLYETHYLENE PIPE  
UC-UNDERGROUND  
CONC-CONCRETE

CO -CLEAN OUT  
TYP-TYPICAL  
R-RADIUS  
BC-BOTTOM OF CURB  
TC-TOP OF CURB  
TW-TOP OF WALL  
BW-BOTTOM OF WALL  
BS-BOTTOM OF STAIRS

PERF-PERFORATED  
MIN-MINIMUM  
MAX-MAXIMUM  
INV-INVERT  
CB-CATCH BASIN  
MH-MANHOLE  
DI-DRAINAGE INLET

BULK TABLE		
ZONING/USE - PRINCIPAL	PROPOSED	REQUIRED
	INDOOR SPORTS FACILITY	AR-1 (AGRICULTURAL RURAL RESIDENTIAL)
ZONING/USE - ACCESSORY	N/A	N/A
FRONT SETBACK	62.3'	60'
SIDE SETBACK	33.9' & 107.9'	30'
REAR SETBACK	144.8'	40'
BUILDING HEIGHT	25'	35'
MAX. BUILDING COVERAGE	13%	40%

1 CONCEPT PLAN  
1"=40'

STAMP

STAMP

REVISIONS AND APPROVALS	
NO.	DATE
	DESCRIPTION OF REVISION OR APPROVAL
	BY

COMMERCIAL SITE PLAN FOR:  
2625 HANNA ROAD, LLC  
SHOWING LAND IN:  
2625 COUNTY ROAD 22  
TOWN OF CANANDAIGUA  
STATE OF NEW YORK  
COUNTY OF ONTARIO

DRAWING TITLE: CONCEPT PLAN	
DRAWN BY:	LGR
DESIGNED BY:	
CHECKED BY:	BAM
SCALE:	1"=40'
JOB NO.:	23-033
DATE:	
TAX MAP#:	71.00-1-21.141

C100



# ATTACHMENT 18

**CANANDAIGUA TOWN COURT**  
**5440 ROUTES 5 & 20 WEST**  
**CANANDAIGUA, NY 14424**  
**585-394-9040**  
**585-394-7373 – FAX**

*Feb. 28, 2023*

TO: Doug Finch, Town Manager

FROM: David Prull, Town Justice  
Walter Jones, Town Justice



SUBJECT: 2022 Annual Report of Court

---

- 1) Attached – summary report for each justice for 2022
- 2) Our books are available to Town Board members for audit. Attached – OCA audit closing letter. In light of this, a 2023 internal audit by an outside accounting firm at Town expense seems unnecessary.
- 3) Attached – job description for court clerk, borrowed with permission from Victor Town Court, used by our HR staffer, and used to vet candidates for County Civil Services. Presented to each candidate at an interview and submitted in 2022 memo to Town Manager.
- 4) Total amount of revenues received by Town from Court cases is 67,316.<sup>75</sup> (net)
- 5) We continue to suffer, along with other courts, from "Covid backlog". Hopefully some of these issues will be resolved before the next "variant."
- 6) Thank you for your understanding.

**Canandaigua Town Court**  
**Charge Volume Summary Report**  
**Judge David W. Prull**

Charges from: 01/01/2022  
to: 12/31/2022

Report date: 01/25/2023

Statute	Charges Received	Charges Disposed
VTL	887	783
PL	30	27
ABC	1	1
CIV	13	14
AM	2	0
PHL	2	0
TC	1	1
TOTALS	936	826

Total money collected and remitted to State Comptroller:

Fines:	46384.00
Surcharges:	42575.00
Civil Fees:	6265.50
Total:	95224.50

**Canandaigua Town Court**  
**Charge Volume Summary Report**  
**Judge Walter W Jones Jr.**

Charges from: 01/01/2022  
to: 12/31/2022

Report date: 01/25/2023

Statute	Charges Received	Charges Disposed
PL	89	54
VTL	719	699
CIV	29	27
TC	3	3
NAV	6	10
ECL	1	6
COR	1	1
TOTALS	848	800

Total money collected and remitted to State Comptroller:

Fines: 57720.25  
Surcharges: 37174.00  
Civil Fees: 7385.00  
Total: 102279.25



NEW YORK STATE  
**Unified Court System**

OFFICE OF COURT ADMINISTRATION

LAWRENCE K. MARKS  
CHIEF ADMINISTRATIVE JUDGE

SHERRILL SPATZ  
INSPECTOR GENERAL

DANIEL R. JOHNSON, CPA  
CHIEF INTERNAL AUDITOR

MEMORANDUM

February 15, 2023

TO: Hon. Norman St. Gorge

FROM: Daniel Johnson *(DJ)*

SUBJECT: Follow-up Review – Canandaigua Town Court

In accordance with audit follow-up procedures, the Internal Audit Services office conducted a follow-up review of the financial records and internal controls for the Canandaigua Town Court related to cash receipts and disbursements for the period March 1, 2021 through August 31, 2021.

The final audit report was issued on May 3, 2022. On July 6, 2022, the Seventh Judicial District Office submitted a plan of corrective action in response to the audit recommendations.

Our follow-up review, completed today, showed the Court implemented all seven recommendations cited in the audit report.

We have closed out this audit in accordance with established follow-up procedures.

/smw

c: Hon. Tamiko Amaker  
Hon. William K. Taylor  
Hon. Stephen Miller  
Hon. Jason L. Cook  
Hon. Jared Simpson  
Hon. David Prull

Hon. Walter Jones, Jr.  
Scott Murphy  
Jennifer DiLallo  
Ronald Pawelczak  
Sherrill Spatz, Esq.  
Joan Casazza, CIA

## Duties of Kristen Bartolotta, Court Clerk

- Court Clerk to David W. Prull & Walter Jones, responsible for managing court operations as court clerk. Duties of case processing, receipting, accounting and disbursing of fines, fees, bail and other public or custodial funds.
- Deposits made to CNB 3 times per week.
- Prepares weekly court calendar.
- Upload court appearances to Office of Court Administration daily.
- Collects monies, reconciles daily receipts, deposit receipts, prepares for monthly disbursements, reconciles bank accounts and prepares administrative reports.
- Enters convictions on driver licenses and prepares conviction reports electronically to Dept. of Motor Vehicles. Check and manage TSLED error reports daily.
- Responds to inquiries and provides assistance to lawyers, public defenders and district attorney regarding court proceedings and public.
- Prepares orders, warrants, summonses and other court forms.
- Communicate with outside agencies such as police, Ontario County Jail, District Attorney, Defense Attorneys, Probation, Pre Trial Release, Community Service, Stop DWI in order to coordinate the Court's activities with those parties and sentencing issues.
- Answer telephone, in person inquiries at window from attorneys, parties to the case, the public regarding court procedures and filing of documents.
  - Typically at least 2 to 2.5 hours per day of answering phone calls and responding to people at court window.
- Examines court documents to ensure accuracy and completeness.
- Receives and files summons, traffic tickets, small claims, evictions for court proceedings.
- Assisting the Judge at the bench during all court proceedings, jury trials, small claims actions, evictions, traffic violations and criminal matters.
- Recordings and filings of Criminal Disposition Reports for all criminal matters.
- Running rap sheets on E Justice for recent criminal arrests. E Justice checked daily for inbox of rap sheets.
- Running rap sheets on all Adjournment in Contemplation of Dismissal defendants when ACD expires.
- Prepare sealing orders for police agencies for all sealed cases. This requires resending CDR to Albany each time a seal order is required.
- Suspend licenses for failure to appear and keep track of many tickets for suspensions, scoff lift fees and reductions to traffic tickets.
- Process and enter all plea reductions for traffic tickets
- Apply for JCAP grant (NYS) for improvements, necessity of court when funds available and needed.
- Prepare monthly reports for submission to Comptrollers office.
- Contact NCourt (online and credit card payment processor) when necessary due to online payment issues thru download.

- Ongoing contact with STOP DWI regarding attendance of defendants of VIP, sentencing paperwork, etc.
- Ongoing contact with Ontario County Probation regarding Ignition Interlock Device violations, sentencing, etc.
- Process files, orders and copies to be transferred to county court and drug treatment court.
- Draft civil judgments for non payment of outstanding fines.
- Complete and submit orders of protection into Web DVS (online Order of Protection program). This process can take at least an hour per order of protection due to information required and the need for accuracy.
- Monthly contact with Ontario County Sheriff Civil Division and NYS Troopers regarding outstanding warrants, vacated warrants, etc.
- Attend Centralized Arraignment Part (arraignments) at Ontario County Jail, 12 shifts every 6 months with each judge.
- Attend monthly staff meetings with Town.
- Download daily E payments from NCourt, pull tickets and note each receipt.
- Prepare paperwork for Ontario County Probation for Presentencing Investigations and Interim Probation. Copy entire file for transfers of probation for cases transferred to other counties for probation supervision.

- 1) Supervision of clerk in training including all aspects of court operation.
- 2) Training on required paperwork, reports to the State, as well as correspondence between private attorneys, district attorney's office, public defender's office, probation, Stop DWI, and law enforcement agencies.
- 3) Training in court protocol in handling defendants and other court room visitors/members present in the courtroom.
- 4) Supervise and train new court clerk in use of Courtroom Program including uploading of DMV records, electronic tickets, CDR's, entry of fines and surcharges, entries of all different forms of payments. Train new clerk on operation of credit card machine, daily downloading to DMV, traffic reductions and Training of new clerk on how to access CDR error list, TSLED list and E justice inbox of rap sheets.
- 5) Training on running rap sheets (certain codes to be used and not used, keep a list of rap sheets run in case of audit), obtaining criminal histories of defendants prior to sentencing and when defendant gets ACD and a rap sheet needs to be ran to check to see if any new arrests in system. Train clerk on proper seal orders to NYS Police & OCS Sheriff. Train clerk on how to issue warrants (to figure out when arrest warranted is needed rather than a bench warrant).
- 6) Train new clerk on all the aspects of DWI sentencing paperwork, uploading to DMV, scheduled VIP session, IID Installation and monitoring. Train clerk on how to suspended or revoke licenses due to DWI charges pending or sentencing. Train clerk on how to report to DMV BAC or positive drug tests.
- 7) Train clerk on preparing orders to produce, scheduling preliminary hearings (within 144 hours), order mental health evaluations and/or substance abuse evaluations, community service referrals.
- 8) Train clerk on how to prep for court nights, to prep files and paperwork for each criminal or traffic disposition for Thursday evenings.
- 9) Train clerk on how to schedule and notify all parties of Bench trials, Pc/Huntley hearings, jury trials, notify deputies/troopers of bench trials and follow ups regarding status of supporting depositions.
- 10) Train and supervise new clerk regarding reconciling monthly reports, e pays, CC payments. Train clerk how to submit to the state for monthly revenue and prep paperwork for Town Managers office for monthly reporting.
- 11) Train and supervise new clerk on all bail payments, returns, poundage, etc. Checks to original person who posted bail, deduct poundage and assure on monthly report to state.

12) Extensive training on Web DWSI orders of protection system orders of protection for children. Skill awards and Acknowledgments



# ATTACHMENT 19

# **TIMOTHY A. SCHNEIDER, P.E**

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5266 Parrish Street Extension, Canandaigua, N.Y.14424 (585)739.9256; taschneider79@gmail.com

## **OBJECTIVE**

Seeking position commensurate with ability, experience and interest

## **SUMMARY**

Professional Engineer and Project Manager with 35+ years progressive experience in the areas of:

- Administrative, Technical and Stakeholder Project Coordination
- Adaptive Program Management / Consultant Coordination
- Communications: Internal / External / Executive / Legal
- Public Meetings & Outreach
- Environmental Remediation – Investigation / Cleanup / Construction / Regulatory Compliance
- Highway, Drainage and Traffic Engineering - Design / Construction / Contracts / Regulatory Compliance
- Land Development Commercial and Residential - Design / Construction / Municipal Approvals

## **POSITIONS**

- NYS Environmental Conservation: Environmental Engineer / Project Manager (Dec. 2004–Present)
- Clough, Harbour & Associates: Senior Civil Engineer (July 2004-Dec. 2004)
- Dutchess County Department of Public Works: (Jan.1986-June 2003); Assistant Civil Engineer (1994-2003); Jr. Civil Engineer (1986-1994)
- Consulting Engineer: Sole Proprietorship (1997-2003)
- Milton Chazen Associates: Engineering Technician (1983-1984)

## **EXPERIENCE / PROJECT HIGHLIGHTS**

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### **NYS Department of Environmental Conservation – Project Engineer**

- Managed 35 Brownfield Remedial Investigation and Cleanup Sites including:
  - Sperry Remington Sites (2004–Present / Completion 2027 est. / Cost > 150m est)
    - 80 acres / 8-acre Wetland / 2 mi Creek / 40 Off-site Properties
    - Industrial Use circa 1880s / Once “Largest Typewriter Factory in the World”
    - Current Use – High School and Light Industrial (property divided)
    - Active Investigation, Cleanup Safely / Exposures Mitigated / No Use Disruption
      - > 200k cubic yards Excavated / > 90k-ton Hazardous Waste
      - > 15k Investigation Data Points
    - Coordination of Stakeholders including School District / Property Owners / Responsible Remedial Party / Inter-Agency Partners / USEPA / Local & State Health / Community Coalition / Professional Consultants
    - Coordination of Bi-annual Public Meetings / Community Newsletters, Community Liaison Plan, Covid-19 Response Plan, Health and Safety Plan, [Project Website](#) (<https://www.dec.ny.gov/chemical/102390.html>), [Interactive Construction Activities](#), [Project Hotline](#), [Brownfield Cleanup Program Revitalizes Sports Legacy and School Community in Elmira](#)
    - Coordinate Weekly Administrative and Technical Meetings involving 31 Technical, 13 Administrative, 9 Executive and 5 Legal Professionals
    - Coordinate with Public Affairs and Brief Senior / Executive Leadership at Progress Milestones

### **Clough Harbour & Associates–Multidisciplinary Engineering Firm–Senior Civil Engineer**

- Designed / Managed Site Plan Development, Interfacing with Clients, Municipal Officials and Technical Professionals including:
  - Town of Greece (pop. 90,000) Community and Aquatics Center – Site Plan Grading and Drainage (27k sq.ft. / 14 acres)
  - Walgreens (Greece / Brighton) - Site Plan Grading, Drainage and Traffic Study

### **Dutchess County Department of Public Works - Engineering Division**

- Agency Responsible for Safety and Maintenance of 400 Road Miles / 250 Small Bridges;
- Broad & Progressive Engineering Design, Contracts & Construction Management Responsibilities including:
  - County Road 21 Improvement - 1.1 miles / Alignment / 12' Box Culvert / Slope Stability
    - Designed / Prepared Plans, Contract Specifications, Estimates & Bid Documents;
  - Traffic Control Devices / Turning Movement & Level of Service Analysis, Alignment (vert. / hor.), Sight Distance, Superelevation, Guiderail, Hydrologic Analysis, Pipe Flow & Stormwater Retention, Small Span Bridges (<20'), Box Culverts, Slope Stability, Stream Disturbance Mitigation / Permitting, & Regulatory Review of Development / Utility Plans;

### **Private Consultant – Land Development**

- Designed / Managed Site Plan Development interfacing with Clients, Municipal Officials including:
  - Amanda's Way - 12 Lot Residential Development (36 acres / 1300 In. ft. cul-de-sac)
    - Site layout, Roadway Design, Drainage & Stormwater Retention Design, Water and Wastewater Design, Wetlands Mitigation

### **Milton Chazen Associates – Consulting Engineers and Land Surveying**

- Engineering Technician responsible for field and desktop support including:
  - Land Survey Crew / Drafting
  - Groundwater Exploration / Water Quality Sampling / Data Compilation / Mapping

## **EDUCATION, SKILLS & EXPERIENCE**

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<b>LICENSE</b>	Professional Engineer: NY #074800 – Active 1997-Present;
<b>DEGREE</b>	BS, Geology (1985) State University of New York at New Paltz;
<b>ADDITIONAL ENGINEERING COURSEWORK</b>	SUNY New Paltz: Calculus I, 11, 111; Differential Equations, Linear Algebra, General Physics I, II, Statics & Dynamics, Strength of Materials, Fluid Mechanics, Thermodynamics, Optics;
<b>GRADUATE COURSES</b>	SUNY New Paltz: Geotectonics, Geology of the Adirondacks, Regional Planning, Urban Planning, Geology Research Project;
<b>ABSTRACT</b>	<b>Schneider, T.</b> <i>Field Methods for Correcting Geologic Bearings Determined in Anomalous Magnetic Fields</i> , Eastern Colleges Science Journal (April 1985);
<b>SOFTWARE</b>	Microsoft Word, Power Point, Excel; Adobe Pro; AutoCAD;
<b>TRAINING</b>	Diversity, Equity & Inclusion (NYS), HAZWOPER Annual 8 Hr. / 40 Hr., (Jan.2005), OSHA Construction Safety (10 Hour), Road Surface Management (Cornell Local Roads Program), Design of Prestressed Concrete Bridges (NYSDOT);  Total Quality Management (Xerox); Technical Person in a Leadership Role (Fred Pryor), How to Manage the Problem Employee (Fred Pryor), Learning Your Effective Management Style (Gloria Rutgers), Team Leadership & Development (Gloria Rutgers);
<b>ADDITIONAL</b>	Safety Committee, Site Management Committee, Volunteer – Technical Adviser to School Superintendent (gravity subsidence / capital project), Volunteer – 4 <sup>th</sup> Grade Simple Structures / Popsicle Stick Bridge Building;

## **INTERESTS**

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**Historical Architectural Design, Period Home Renovations, Architectural Antiques, Golf;**

**References Available Upon Request**

# ATTACHMENT 20

Parks and Recreation Letter of interest

To whom it may concern,

My name is Jamie Anderson and I am interested in joining the parks and recreation committee. As a 39 year member of the Canandaigua community I understand the importance of our local parks and natural places. I have two children ages 3 and 5 years old who spend a large amount of time at Outhouse, Pierce, and Onanda parks. I feel it is vital to protect and expand these areas for generations to come.

As a child I attended the "Nature Nuts" program at Onanda park. This helped expand my love for the natural world. In college I spent my summers as a camp counselor at both Baker and Onanda park. Watching the children play and enjoy the property helped me understand the value of these parks to our local families. This experience also helped pave the way to a career in education. For the last 12 years I have been a Biology teacher at the Canandaigua City School District. Interacting with today's post pandemic children solidifies my belief that kids must go outside to learn and properly develop. I have multiple assignments that encourage children to get outside and experience nature in our local parks.

As a father, teacher, and avid outdoors enthusiast I believe that Canandaigua is a very special place to grow up and raise a family. Without our clean water, beautiful forests, amazing parks, and stable farms we would not be able to live up to the prestigious name "The Chosen Spot".

Thank you for your time and consideration.

James "Jamie" Anderson  
4850 State Route 21  
Canandaigua, NY 14424

585-259-4850

James.anderson331@gmail.com

# ATTACHMENT 21

## WINTER MAINTENANCE AGREEMENT

**Whereas**, the Town of Canandaigua Highway Department (“Canandaigua”) and the Lakewood Sunset Homeowner’s Association (the “HOA”) are desirous of utilizing services of the Town of Hopewell Highway Department (“Hopewell”) for winter maintenance work on the road originating from County Road 18 and serving certain HOA Residents’ lots (the “Road”) as shown on the attached map. *See “Attachment A.”*

**Whereas**, Canandaigua will accept dedication of the Road and is therefore responsible for maintaining it; however, because the Road originates in Hopewell, Canandaigua is desirous of having Hopewell accept responsibility for Winter Maintenance services only, including but not limited to snow plowing and salting.

**Whereas**, the HOA is desirous of utilizing Hopewell’s Winter Maintenance services and agrees to compensate Hopewell for said services;

**Now, therefore it is agreed** by and between the above named parties as follows:

1. Hopewell agrees to provide winter maintenance for .25 miles of roadway located within the Town of Canandaigua as shown on the attached map.
2. Winter Maintenance work shall include all snow removal, spreading salt, and similar work needed during the winter season.
3. The above named HOA will pay Hopewell for all maintenance work in accordance with this agreement.
4. The cost for providing said Winter Maintenance shall be calculated annually on a per mile basis using the price set by Ontario County for snow removal services each year (the “County Rate”). The HOA agrees that it will pay **1.5 times** the County Rate to Hopewell for winter maintenance services each year. The yearly cost of Winter Maintenance shall be calculated by Hopewell and billed to the HOA for reimbursement.
5. Hopewell and the HOA shall indemnify Canandaigua for any damages resulting from the performance of Winter Maintenance work contemplated by this Agreement. In the event that a HOA resident’s mailbox is damaged by Hopewell, Hopewell agrees to replace the mailbox with a standard steel mailbox, regardless of the condition and/or quality of the original mailbox.

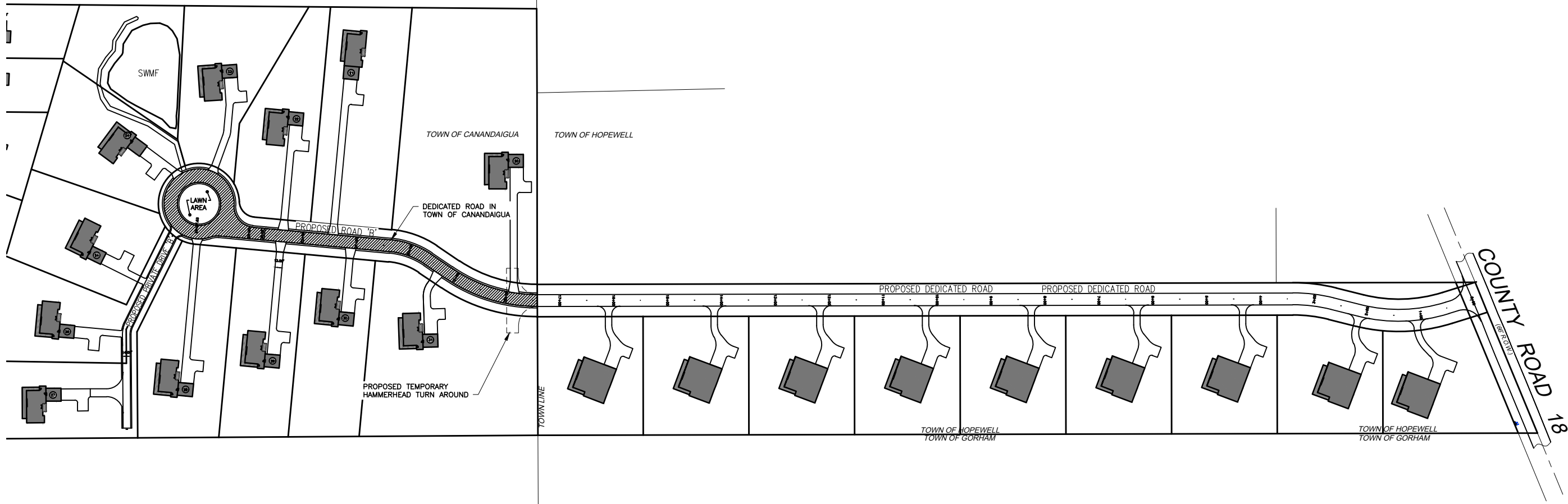
**IN WITNESS WHEREOF** the parties have hereunto set their hands and seals this

\_\_\_\_\_ day of \_\_\_\_\_

Town of Canandaigua Highway Superintendent \_\_\_\_\_


Town of Hopewell Highway Superintendent \_\_\_\_\_

Lakewood Sunset HOA \_\_\_\_\_

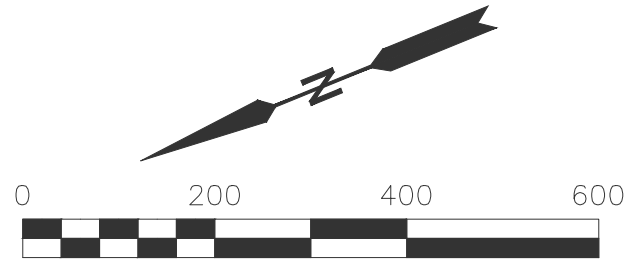


**LEGEND**

○ Monument	EXISTING	PROPOSED	Utility Lines
● Benchmark	— elec —	— E/T —	R.O.W. line
○ Utility pole	— — —	— — —	Property line
● Hydrant	— — —	— — —	Easement line
● Light pole	— — —	— — —	Centerline
PERC TEST	— — —	— — —	Drainage
DEEP HOLE	— — —	— — —	Fence Line
	— — —	— — —	Contour Line

 **Town of Canandaigua**  
**Portion of Dedicated Road**

TOTAL LENGTH OF ROAD DEDICATED TO THE TOWN OF CANANDAIGUA = 656.3 LF (EXCLUDING LOOP)  
= 0.12 MILES



DRAWN BY:	JPS
CHECKED BY:	BMARKS
SCALE:	1"=200'
JOB NO.:	20-243
DATE:	9/30/2022
TAX MAP#:	154.00-3-38.100

WETLAND DELINEATION AND IMPACT MAPS PREPARED FOR  
**SUNSET RIDGE ESTATES/ LAKEWOOD CUSTOM HOMES**  
**RESIDENTIAL DEVELOPMENT**  
SHOWING LAND IN:  
3535 STATE ROUTE 364 /0000 COUNTY ROAD 18  
TOWN OF CANANDAIGUA/HOPEWELL  
COUNTY OF ONTARIO STATE OF NEW YORK

DETAILS		
REVISIONS AND APPROVALS		
DATE	DESCRIPTION OF REVISION OR APPROVAL	

**MarksEngineering**  
4303 ROUTES 5 AND 20  
CANANDAIGUA, NY 14424  
www.marksengineering.com

Phone 585-905-0360  
Fax: 585-485-6205  
bmarks@marksengineering.com

**HIGHWAY**  
**AGREEMENT**  
**MAP**