

TOWN OF RIDGEWAY  
TOWN BOARD MEETING  
MONDAY DECEMBER 21, 2015 -7:00 P.M.

The regular board meeting was called to order by Supervisor Napoli at 7:00 P.M. at the Town Hall, Medina, NY.

Those Officers Present:	Brian Napoli	Supervisor
	Jeffrey Toussaint	Councilman
	Paul Blajszczak	Councilman(Absent)
	David Stalker	Councilman
	Mary Woodruff	Councilwoman
Others:	Mark Goheen	Hwy Superintendent
	Daniel Wolfe	Code Enf.Officer (Abs. Exc.)
	Katherine Bogan	Attorney
	Patricia Laszewski	Assessor
	Barbara J. Klatt	Town Clerk(Absent Exc.)
	Karen Kaiser	Deputy
	Tom Fenton	Planning Bd. Chairman
	David Moore III	
	Baylee Vercryse	

PLEDGE OF ALLEGIANCE

RESOLUTION NO. 119 – 12/21/15

RESOLUTION TO ACCEPT AGENDA

Offered by Councilman Toussaint, who moved its adoption.  
Seconded by Councilwoman Woodruff.

Adopted:                                    3 ayes                                    0 nays

RESOLUTION NO. 120-12/21/2015

RESOLUTION TO APPROVE MINUTES  
OF NOVEMBER 16, 2015 TOWN BOARD  
MEETING

Offered by Councilman Toussaint, who moved its adoption.  
Seconded by Councilman Stalker.

Resolved to approve minutes of November 16, 2015 Town Board Meeting .

Adopted:                                    3 ayes                                    0 nays

**COMMUNICATIONS:**

A. WD#12 – Chatfield Engineers-Certificate of Substantial Completion.

**DATE OF NEXT MEETINGS**

End of the Year Meeting: December 30, 2015 @ 2:00 PM- Ridgeway Town Hall

Organization Meeting: January 4, 2016 @ 2:00 PM – Ridgeway Town Hall

Work Session – Tuesday, January 12, 2016 @ 7:00 PM–Ridgeway Town Hall

Regular Town Board Meeting –Tuesday, January 19, 2016 @ 7:00 PM–Ridgeway Town Hall

**OLD BUSINESS**

A. WD#12 project is almost complete the have begun boring under the Erie Canal.  
Things are going through although they had a tough time boring through the bedrock..

**NEW BUSINESS**

RESOLUTION NO. 121– 12/21/15

RESOLUTION TO APPROVE THE  
WATER RATE SCHEDULE AND FEE  
SCHEDULE EFFECTIVE  
JANUARY 1, 2016

Offered by Councilman Toussaint, who moved its adoption.  
Seconded by Councilwoman Woodruff.

Resolved to approve the water rate schedule and fees as presented effective January 1, 2016

Adopted:                                3 ayes                                0 nays

**Town of Ridgway**  
**WATER SERVICE RATE AND SCHEDULE**

**Effective January 1, 2016**

**1. Permanent Service Installations:**

**A. Prior to completion of water main construction**

- |   |           |
|---|-----------|
| 1. Tap in and pipes to curb box and shutoff | No charge |
| 2. Meter Charges                            | \$225.    |
| 1/2" standard                               |           |
| 1" meter                                    | \$265.    |

**B. After completion of water main**

- |   |        |
|---|--------|
| 1. Tap in and pipes to curb box and shutoff | \$800. |
|---|--------|

**C. Meter Pit (where required. exc mobile home and homes without basement)**

- |                  |  |
|------------------|--|
| 1" Meter Pit     | \$650. (subject to adj in cost)  |
| 1 1/2" Meter Pit | \$880. (cost subject to adj at time ordered)<br>Cost subject to time ordered |

Any meter pit with pressure regulator in the pit, subject cost at time of order with 6 weeks lead-in time.

**2. Water Service Rates:**

**A. Quarterly rates per 1,000 gallons**

- |  |                  |
|--|------------------|
| Minimum Charge - up to 4,000 gal/quarter | \$20.00          |
| Next - up to 20,000 gal/quarter          | \$4.70/1,000 gal |
| All Over - 20,000 gal/quarter            | \$4.20/1,000 gal |

**B. Temporary Emergency Water Service**

- |  |                  |
|--|------------------|
| Minimum charge                             | \$100.00         |
| (Domestic rates above apply after minimum) |                  |
| Agricultural (Irrigation)                  | \$4.20/1,000 gal |
| Plus yearly meter use charge               | \$100.00         |
| Commercial Hauling from Hwy Garage         | \$4.20/1,000 gal |

**3. Miscellaneous Charges:**

**A. Charge to turn on after shutoff for non-payment**

During normal Hwy Depart working hours	\$60.00
After normal working hours	\$100.00

**B. Charge for Relevy of unpaid bills to taxes in November** \$100.00

**C. Charge for testing of meter** \$50.00

(No fee adjustment for over registering meters)

**D. Charge for Frost Plate** \$25.00

**4. Temporary Service connections -- Deposit required** \$100.00

Hydrant Hook Ups

**5. Turn On/ Turn Off charges --\$50.00 to turn on/ \$50.00 to turn off** TOTAL \$100.00

RESOLUTION NO. 122-12/21/2015

RESOLUTION TO AUTHORIZE NEW  
NEW POSITION AND TITLE: REAL  
PROPERTY APPRAISAL TECHNICIAN/  
TRAINEE. SEND COPY TO COUNTY.

Offered by Councilman Stalker, who moved its adoption.  
Seconded by Councilwoman Woodruff.

WHEREAS, the Ridgeway Board of the Town of Ridgeway on December 21, 2015  
makes a resolution to authorize a new position of Real Property Appraisal  
Technician/Trainee. Send Copy to the County

Adopted: 3 ayes 0 nays

Date: November 23, 2015

COPY

To: Brian Napoli, Supervisor  
and Town of Ridgeway Board Members

From: Patricia M Laszewski, Assessor *PLW*

RE: Resolution to Authorize Position Title

I am asking that the Town Board please authorize a resolution to create the new position title of Real Property Appraisal Technician/ Trainee. The position must be created before the job is posted for hire.

Once the resolution is passed a certified copy of it should be forwarded to Jack Welch, Orleans County Civil Service Director. At that time the position can be advertised and a candidate can be provisionally hired. NYS determines when the test is to be given.

Attached is a copy of the new position description.

Thank you

**Real Property Appraisal Technician / Trainee continued**

- Ability to read and understand documents of a legal nature relating to property valuation and assessment work;
- Ability to operate a personal computer and utilize common office software programs including word processing, spreadsheet and databases.
- Good judgment and tact;
- Physical condition commensurate with the demands of the position.

**Minimum Qualifications:**

Graduation from high school or possession of a high school equivalency diploma; AND

- (A) Three (3) years of satisfactory full-time paid experience in an occupation involving the valuation of real property, such as appraiser, valuation data manager, real property appraiser aide or the like. Two (2) years of college study in a related field may be substituted for one (1) year of the experience. Two (2) years of this experience must have been in a full-time paid position requiring the use of independent judgment in the appraisal of real estate, including the preparation of original written detailed reports; OR
- (B) (1) Graduation from an accredited two- or four-year college with a major in a related field and a minimum of 12 credit hours in real property appraisal courses; or (2) One (1) year of satisfactory full-time paid experience in an occupation involving the valuation of real property, such as appraiser, valuation data manager, real property appraisal aide or the like. This experience must have been in a full-time paid position requiring the use of independent judgment in the appraisal of real estate, including the preparation of original written detailed reports; OR
- (C) Certification by the New York State Board of Real Property Services as a candidate for assessor; OR
- (D) Trainee shall have one (1) year of full-time paid post high school work experience. Education may not be substituted for the experience requirement.

**SPECIAL REQUIREMENT:** Possession of a valid New York State Drivers' license.

**FOR ADVANCEMENT FROM THE TRAINEE LEVEL:** Certification by the New York State Board of Real Property Services as a candidate for assessor

11/XX/2015

CLASS: COMPETITIVE

Offered by Councilman Toussaint, who moved its adoption.  
Seconded by Councilman Stalker .

Resolved to accept certificate of substantial Completion WD#12 and change order #2.

Adopted: 3 ayes 0 nays



CERTIFICATE OF SUBSTANTIAL COMPLETION

Owner: Town of Ridgeway	Owner's Contract No.:
Contractor: Highlander Construction, Inc.	Contractor's Project No.:
Engineer: Chatfield Engineers, P.C.	Engineer's Project No.: 09-031
Project: Town of Ridgeway Water District No. 12	Contract Name: Water Main Installation

This [preliminary] [final] Certificate of Substantial Completion applies to:

- All Work
- The following specified portions of the Work:  
Angling Road, Postle Road, and Bates Road  
between Sta. 807+50 and Sta. 054+50

November 5, 2015  
Date of Substantial Completion

The Work to which this Certificate applies has been inspected by authorized representatives of Owner, Contractor, and Engineer, and found to be substantially complete. The Date of Substantial Completion of the Work or portion thereof designated above is hereby established, subject to the provisions of the Contract pertaining to Substantial Completion. The date of Substantial Completion in the final Certificate of Substantial Completion marks the commencement of the contractual correction period and applicable warranties required by the Contract.

A punch list of items to be completed or corrected is attached to this Certificate. This list may not be all-inclusive, and the failure to include any items on such list does not alter the responsibility of the Contractor to complete all Work in accordance with the Contract.

The responsibilities between Owner and Contractor for security, operation, safety, maintenance, heat, utilities, insurance, and warranties upon Owner's use or occupancy of the Work shall be as provided in the Contract, except as amended as follows: (Note: Amendments of contractual responsibilities recorded in this Certificate should be the product of mutual agreement of Owner and Contractor; see Paragraph 15.03.D of the General Conditions.)

Amendments to Owner's responsibilities:  None  As follows

Amendments to Contractor's responsibilities:  None  As follows

The following documents are attached to and made a part of this Certificate: None

This Certificate does not constitute an acceptance of Work not in accordance with the Contract Documents, nor is it a release of Contractor's obligation to complete the Work in accordance with the Contract.

EXECUTED BY ENGINEER:		RECEIVED:	
By: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>[Signature]</u>	By: <u>[Signature]</u>
(Authorized signature)	Owner (Authorized Signature)	Contractor (Authorized Signature)	
Title: <u>[Signature]</u>	Title: _____	Title: <u>President</u>	
Date: <u>11/5/15</u>	Date: _____	Date: <u>11/9/15</u>	

RESOLUTION NO. 124-12/21/2015

RESOLUTION TO APPROVE PAY APPLICATION #3, WD#12- \$46,563.50

Offered by Councilman Toussaint, who moved its adoption.  
Seconded by Councilman Stalker.

Resolved to approve pay application #3 for WD#12 - \$46,563.50.

Adopted: 3 ayes 0 nays



Change Order No. Two (2)

Date of Issuance: November 2, 2015 Effective Date: November 2, 2015  
 Owner: Town of Ridgeway Owner's Contract No.:  
 Contractor: Highlander Construction, Inc. Contractor's Project No.:  
 Engineer: Chatfield Engineers, P.C. Engineer's Project No.: 09-831  
 Project: Town of Ridgeway Water District No. 12 Contract Name: Water Main Installation

DEC 04 2015

The Contract is modified as follows upon execution of this Change Order:

Description: This change order is for installation of a 2-inch long side water service on Ramshaw Road and a 2-inch short side water service on Bates Road as requested by the Town of Ridgeway.

Attachments: *Extra Work Order No. 1 & 2 showing cost breakdown for the installation of the 2" water services.*

CHANGE IN CONTRACT PRICE	CHANGE IN CONTRACT TIMES <i>[note changes in Milestones if applicable]</i>
Original Contract Price: <u>\$ 587,384.20</u>	Original Contract Times: Substantial Completion: <u>December 4, 2015</u> Ready for Final Payment: <u>January 3, 2016</u> days or dates
[Increase] [Decrease] from previously approved Change Order No. <u>1</u> : <u>\$ 155,930.00</u>	[Increase] [Decrease] from previously approved Change Orders No. <u>   </u> to No. <u>   </u> : Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days
Contract Price prior to this Change Order: <u>\$ 743,314.20</u>	Contract Times prior to this Change Order: Substantial Completion: <u>December 4, 2015</u> Ready for Final Payment: <u>January 3, 2016</u> days or dates
[Increase] [Decrease] of this Change Order: <u>\$ 5,339.16</u>	[Increase] [Decrease] of this Change Order: Substantial Completion: <u>N/A</u> Ready for Final Payment: <u>N/A</u> days or dates
Contract Price incorporating this Change Order: <u>\$ 748,653.36</u>	Contract Times with all approved Change Orders: Substantial Completion: <u>December 4, 2015</u> Ready for Final Payment: <u>January 3, 2016</u> days or dates

RECOMMENDED: By: [Signature] Title: President Date: 11/19/15  
 ACCEPTED: By: [Signature] Title: SUPERVISOR Date: 11/25/15  
 ACCEPTED: By: [Signature] Title: President Date: 11/19/15

Approved by Funding Agency (if applicable)  
 By: [Signature] Title: Const. Analyst Date: 12-4-2015



Offered by Councilwoman Woodruff, who moved its adoption.  
Seconded by Councilman Toussaint.

Resolved to Authorize the tAdopted:                      3 ayes                      0 nays

**OTHER BUSINESS**

**A. FIRE COMPANY REPORT**

Ridgeway Vol. Fire Co. report (Oct.) compiled and read by Councilman Stalker.

**RIDGEWAY VOLUNTEER FIRE CO. INC**



11392 Ridge Road  
PO Box 816  
Medina, NY 14103-0816  
[ridgeway@rochester.rr.com](mailto:ridgeway@rochester.rr.com)



**ASST CHIEF**  
Jason Bessel

**CHIEF**  
Don Marchner

**ASST CHIEF**  
Francis Woodward

**MONTH OF NOVEMBER 2015**

**Mutual Aid-Standby - 1**

**Hazardous Condition - 2**

**MVA -2**

**Grass/Brush - 3**

**E.M.S. - 17**

**Total for Month - 25**

**Total for Year - 236**

**Firefighters per Call - 5.5**

**Total Firefighter Hours - 114.5**

**Respectfully,**

  
**Don Marchner**  
**Fire Chief**

## DEPARTMENT AND COUNTY LEGISLATOR REPORT

Supervisor Napoli stated that Legislator Johnson was in New York City with Dave Godfrey working on Internet Broad Ban  
Deputy Town Clerk Kaiser- Getting taxes ready to be mailed out , and begin collection.

Highway Superintendent Goheen stated that The Highway is ready for the snow plows are ready , and have used 4 tons of salt so far. Also, WD#12 is moving forward and the drilling under the canal has begun. Hannah Hill came in on three different days to help the new clerk Nancy with water bills and that Nancy should be ok by the next read.

Attorney Bogan stated that we are still waiting for WD#13 Appraisals for easements.

## COUNCILMAN REPORT

Jeff Toussaint- Nothing new

Mary Woodruff- Compliments to Lynn Johnson and Dave Godfrey for all their efforts on the Broad Ban. Councilwoman Woodruff also, wished everyone a Merry Christmas and Happy New Year.

Dave- Nothing new

## BOARD REPORTS: PLANNING, ZONING – View on website [www.townridgeway.org](http://www.townridgeway.org)

Planning Bd. Chairman, Tom Fenton discussed the upcoming Kennel SUP application and site plan stating that the people did not have a site plan review form from Dan at the time they appeared in front of the Planning Board and that they will be on the Agenda for the January meeting and that it is moving forward.

## RESIDENT CONCERNS – None

RESOLUTION NO. 126– 11/16/15

RESOLUTION TO PAY BILLS

Offered by Councilman Stalker who moved its adoption.  
Seconded by Councilman Toussaint.

Resolved to pay bills as presented:

PREPAID ABSTRACT

\$ 699.58

ABSTRACT \$ 59233.24

TOTAL ABSTRACT \$ 59932.20

Adopted: 3 ayes 0 nays

Motion made by Councilman Toussaint and Seconded by Councilman Stalker to open an executive session concerning personnel matter at 7:55 P.M.

Motion carried: 3 ayes 0 nays

Motion made by Councilman Toussaint and Seconded by Councilman Stalker to adjourn the executive session at 8:55 P.M.

Motion carried: 3 ayes 0 nays

Resumed regular board meeting at 8:55 P.M.

#### ADJOURNMENT

As there was no further business to discuss, a motion was made to adjourn the meeting at 7:30 P.M. by Councilman Stalker and seconded by Councilwoman Woodruff.

Town of Ridgeway,

Karen L. Kaiser  
Deputy Town Clerk