

MINUTES OF THE CANANDAIGUA CITY COUNCIL MEETING
THURSDAY, NOVEMBER 1, 2018 7:00 P.M.
City Council Chambers
City Website: canandaiguanewyork.gov

Pledge of Allegiance:

Roll Call:

Members Present: Councilmember Ward 1 Nick Cutri
Councilmember Ward 2 Robert Palumbo
Councilmember Ward 3 Karen White
Councilmember Ward 4 Renée Sutton
Councilmember-at-Large Robert O'Brien
Councilmember-at-Large James Terwilliger
Councilmember-at-Large Stephen Uebbing
Mayor Ellen Polimeni

Members Absent: Councilmember-at-Large David Whitcomb (Due to illness)

Also Present: City manager, John Goodwin
City Clerk-Treasurer Nancy C. Abdallah
Corporation Counsel Terence Robinson, Boylan Code
Assistant City Manager Rob Richardson

Public Hearing on Ordinance 2018-010: Amending Chapter 850 of the Municipal code Entitled
“Zoning Regarding Short Term Rentals”

Mayor Polimeni opened the public hearing at 7:01 PM.

- Bill Keiper, Oliver Phelps B&B at 252 North Main St – This amendment is a reasonable adjustment to the ordinance. The Council should possibly identify a time limit for the grandfather rule to eliminate someone from claiming the exemption at a later date.
- Mike Yarger, Rochester NY – He feels that the dates are arbitrary. The City has no way of knowing who rented property at the time and the ordinance requires no proof. This should be changed in the ordinance.
- Jill Myers, 290 North Main St. – The grandfather rule is reasonable but sees a need for a deadline date for the exemption. Requiring this to also be a primary residence is essential to maintain the residential neighborhoods.

Mayor Polimeni closed the public hearing at 7:05 PM.

Review of Community Core Values: Council Member Ward 2 Palumbo read Community Core Values: As residents, city staff and appointed & elected officials of the City of Canandaigua, our decisions and actions will be guided by these core values: Responsive, Participatory Governance; Caring & Respect; Integrity; Heritage; Stewardship; and Continuous Improvement.

Approval of Minutes:

October 4, 2018

Moved: Councilmember-at-Large Terwilliger

Seconded: Councilmember-at-Large Uebbing

Vote Result: Carried unanimously by voice vote (8-0)

Recognition of Guests: None

Committee Reports:

Planning/Development Committee Meeting: October 2, 2018 (Minutes were listed in October Meeting)

Environmental/Parks Committee Meeting: October 16, 2018 (Exhibit A)

Ordinance/PUD Committee Meeting: October 16, 2018 (Exhibit A)

- On-Street Parking
- Plastic straws
- Pesticides in the right of way
- Rules for Dog Park
- Dog Park Legacy Memberships

Finance/Budget Committee Meeting: October 23, 2018 (Exhibit B)

- Change Order for Fencing
- Fuel Agreement – FLCC
- Engineering Apparatus Bay Floor
- Information only – Economic Development
- Review 2019 Capital Budget

Committee of the Whole: October 09, 2018 (Exhibit C)

- Fire Study Discussion

Resolutions:

Resolution #2018-092

Moved: Councilmember-at-Large Terwilliger

Seconded: Councilmember Ward 4 Sutton

A RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC HEARING ON THE CITY OF CANANDAIGUA'S PROPOSED 2019 CITY BUDGET

WHEREAS, Section 14.6 of the Canandaigua City Charter requires that a public hearing be held at least two weeks prior to adoption of the annual budget; and

WHEREAS, the City Manager has prepared and distributed the proposed 2019 annual budget to the members of the City Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Canandaigua that a public hearing pursuant to Chapter 14.6 of the Canandaigua City Charter shall be held in the City Council Chambers, City Hall, Two North Main Street, Canandaigua, New York at 7:00 p.m. on November 15, 2018; and

BE IT FURTHER RESOLVED that the City Clerk shall cause notice to be given as required by Section 14.6 of the Canandaigua City Charter.

Vote Result: Carried unanimously by voice vote (8-0)

Resolution #2018-093:

Moved: Councilmember-at-Large Uebbing

Seconded: Council Member Ward 2 Palumbo

A RESOLUTION AUTHORIZING A CHANGE ORDER FOR FENCING AND SECURITY GATE ACCESS AT THE WASTE WATER TREATMENT PLANT

WHEREAS, earlier this year, City Council passed Resolution #2018-045 awarding a contract to New York State Fence, Inc. to install fencing at various City facilities and parks; and

WHEREAS, this contracted included the installation of new fencing and security gate access at the Waste Water Treatment Plant (WWTP); and

WHEREAS, the work on the fence is nearly complete, and to ensure the security gate functions as intended there are a Staff would like to purchase few additional components; and

WHEREAS, these include a keyed on/off switch that will keep the gate open during the day (\$550), remotes for the gate (\$360 for 8), and proximity cards (\$750 for 100) totaling \$1,660; and

WHEREAS, in addition to these items, the dumping station manhole needs to be secured, and will be done using a 6-foot-high chain link with two gates to allow access to the manhole from both rear discharge and side discharge haul trucks;

WHEREAS, the cost for the dumping station manhole enclosure is \$5,980, and when combined with the \$1,660 needed for additional fencing components brings the total cost of the change order request to \$7,640; and

WHEREAS, Staff recommends approving the change order for \$7,640 to complete the project; and

WHEREAS, this proposal was reviewed and approved at the October 23rd Finance/Budget Committee meeting;

NOW, THEREFORE, BE IT RESOLVED, that City Council hereby authorizes the City Manager to execute a change order for \$7,640 to complete the fencing and security gate access project at the Waste Water Treatment Plant.

The motion CARRIED UNANIMOUSLY on the following vote:

AYES: Council Member Ward 1 Cutri, Council Member Ward 2 Palumbo, Councilmember Ward 3 White, Councilmember Ward 4 Sutton, Councilmember-at-Large O'Brien, Councilmember-at-Large Terwilliger, Councilmember-at-Large Uebbing and Mayor Polimeni.

NOES: None

Resolution #2018-094:

Moved: Councilmember-at-Large O'Brien

Seconded: Council Member Ward 1 Cutri

A RESOLUTION AUTHORIZING A MOTOR FUEL PURCHASE AGREEMENT FOR FINGER LAKES COMMUNITY COLLEGE

WHEREAS, Finger Lakes Community College (FLCC) is an education institution that contributes heavily to the City of Canandaigua and the surrounding community; and

WHEREAS, for many years FLCC has had an agreement in place with the City allowing the college to purchased fuel at the City's facility at the City's cost plus \$0.03 per gallon and the initial term of said agreement has expired; and

WHEREAS, the agreement includes the option to extend the agreement for an additional five (5) year term upon mutual consent of both parties at the end of the term; and

WHEREAS, City staff recommended extending the agreement and said recommendation was reviewed and approved by the Finance/Budget Committee at its October 23rd meeting;

NOW, THEREFORE, BE IT RESOLVED, that the City Council hereby authorizes the City Manager to execute the attached Motor Fuel Purchase Agreement with Finger Lakes Community College for a five (5) year term; and

BE IT FURTHER RESOLVED, the City Manager is authorized to extend said agreement, upon mutual consent, for an additional five (5) year period at the end of the initial term.

The motion CARRIED UNANIMOUSLY on the following vote:

AYES: Council Member Ward 1 Cutri, Council Member Ward 2 Palumbo, Councilmember Ward 3 White, Councilmember Ward 4 Sutton, Councilmember-at-Large O'Brien, Councilmember-at-Large Terwilliger, Councilmember-at-Large Uebbing and Mayor Polimeni.

NOES: None

Resolution #2018-095

Moved: Council Member Ward 2 Palumbo

Seconded: Councilmember Ward 3 White

A RESOLUTION AUTHORIZING PAYMENT FOR ENGINEERING & DESIGN SERVICES

WHEREAS, the City has been pursuing energy efficiency projects to meet a strategic goal by taking a leadership role with respect to the utilization of alternative energy sources and reducing energy use; and

WHEREAS, as part of the street light LED conversation performance project various other energy efficiency projects were explored for potential inclusion in the performance contract including the installation of a radiant floor heating system to the apparatus bay of Fire Station #1, said floor being already in need of replacement; and

WHEREAS, SmartWatt, the City’s performance contractor, began exploring the installation of a radiant floor heating system by taking core samples from the apparatus bay floor; and determined that radiant floor heating system was not feasible; and

WHEREAS, despite not being able to install the radiant floor heating system, City staff instructed SmartWatt to complete the engineering and design for the floor replacement with the intention of including the floor replacement as part of the overall project; and

WHEREAS, upon review of the final scope of work to be included in the performance contract, the floor replacement was removed, resulting in SmartWatt requesting compensation for the engineering and design services performed at a total cost of \$24,983; and

WHEREAS, SmartWatt will be providing the City a bid and design documents that will be used as the basis for a bid package to install a new apparatus bay floor at Fire Station #1; and

WHEREAS, City staff reviewed the proposal and recommended approving the request from SmartWatt, with said recommendation reviewed and approved at the October 23rd Finance/Budget Committee meeting;

WHEREAS, at its September 6th meeting, City Council approved a Capital Budget amendment appropriating \$35,000 from the Capital Reserve to the Capital Fund via Resolution #2018-086 for engineering and design services related to the replacement of the apparatus bay floor;

NOW, THEREFORE, BE IT RESOLVED, that City Council hereby authorizes the City Manager to execute a professional services agreement with SmartWatt for the engineering and design services of an apparatus bay floor at Fire Station #1 for an amount not to exceed \$24,983.

The motion CARRIED UNANIMOUSLY on the following vote:

AYES: Council Member Ward 1 Cutri, Council Member Ward 2 Palumbo, Councilmember Ward 3 White, Councilmember Ward 4 Sutton, Councilmember-at-Large O’Brien, Councilmember-at-Large Terwilliger, Councilmember-at-Large Uebbing and Mayor Polimeni.

NOES: None

Resolution #2018-096:

Moved: Councilmember Ward 4 Sutton

Seconded: Councilmember-at-Large O’Brien

A RESOLUTION REPLACING AND ADOPTING A NEW SEXUAL HARASSMENT POLICY FOR THE CITY OF CANANDAIGUA

WHEREAS, as part of the New York State Budget, New York State Law was changed requiring all employers to adopt a sexual harassment prevention policy that the a model policy issued by the New York State Department of Labor or meets and exceeds minimum standards; and

WHEREAS, while the City has had a policy addressing sexual harassment for some time, and remains committed to maintaining a discrimination-free workplace, which includes creating an environment where harassment of any kind, including sexual harassment, is prohibited; and

WHEREAS, the City Manager, as the personnel officer for the City, issued a new City of Canandaigua Sexual Harassment Policy on October 9, 2018 in compliance with New York State Law;

NOW, THEREFORE, BE IT RESOLVED, that City Council formally adopts the new Sexual Harassment Policy mandated by New York State.

The motion CARRIED UNANIMOUSLY on the following vote:

AYES: Council Member Ward 1 Cutri, Council Member Ward 2 Palumbo, Councilmember Ward 3 White, Councilmember Ward 4 Sutton, Councilmember-at-Large O'Brien, Councilmember-at-Large Terwilliger, Councilmember-at-Large Uebbing and Mayor Polimeni.

NOES: None

Resolution #2018-097:

Moved: Councilmember-at-Large Terwilliger

Seconded: Councilmember-at-Large Uebbing

A RESOLUTION SETTING THE TIME AND PLACE OF A PUBLIC HEARING ON LOCAL LAW #2018-002 ESTABLISHING AND IMPOSING SEWER RENTS IN THE CITY OF CANANDAIGUA

WHEREAS, the City Manager has recommended an increase in sewer rents which may only be enacted through the adoption of a local law; and

WHEREAS, it is required that a public hearing be held prior to the adoption of a local law;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Canandaigua that a public hearing on Local Law #2018-002 shall be held in the City Council Chambers, City Hall, Two North Main Street, Canandaigua, New York beginning at 7:00 p.m. on Thursday, November 15, 2018.

Vote Result: Carried unanimously by voice vote (8-0)

Ordinances:

Ordinance #2018-008: *(Remains on the Table)*

**AN ORDINANCE AMENDING
CHAPTER 292 OF THE MUNICIPAL CODE
TO PROHIBIT PESTICIDES ON RIGHTS-OF-WAY**

Ordinance #2018-010: *(Introduced and tabled on October 4, 2018)*

Councilmember-at-Large Whitcomb read the following ordinance and placed it on the table.

**AN ORDINANCE AMENDING CHAPTER 850
OF THE MUNICIPAL CODE ENTITLED "ZONING"
REGARDING "SHORT TERM RENTALS"**

Lift from the Table:

Moved: Councilmember-at-Large Uebbing

Seconded: Councilmember-at-Large Whitcomb

Vote Result: Carried unanimously by voice vote (8-0)

Amendment #1: Councilmember Ward 4 Sutton moved that the date for grandfathering be changed to August 31, 2019". Councilmember-at-Large Uebbing seconded the motion.

Vote Result: Carried by voice vote (7-1) with Councilmember Ward 3 White voting against.

Amendment #2: Councilmember Ward 4 Sutton moved that additional language for grandfathering be added to state that applications must be "received on or before August 31, 2019". Council Member Ward 1 Cutri seconded the motion.

Vote Result: Carried by voice vote (7-1)with Councilmember Ward 3 White voting against.

Vote on Amended Ordinance:

Moved: Councilmember-at-Large Terwilliger

Seconded: Councilmember-at-Large Uebbing

The motion CARRIED UNANIMOUSLY on the following vote:

AYES: Council Member Ward 1 Cutri, Council Member Ward 2 Palumbo, Councilmember Ward 3 White, Councilmember Ward 4 Sutton, Councilmember-at-Large O'Brien, Councilmember-at-Large Terwilliger, Councilmember-at-Large Uebbing and Mayor Polimeni.

NOES: None

Ordinance #2018-011:

Council Member Ward 1 Cutri read the following Ordinance and placed it on the table.

AN ORDINANCE AMENDING CHAPTER 519 OF THE MUNICIPAL CODE ENTITLED "PARKS AND RECREATION AREAS"

Local Laws:

Local Law #2018-002:

Councilmember-at-Large Terwilliger read the following local law and placed it on the table.

A LOCAL LAW ESTABLISHING AND IMPOSING SEWER RENTS IN THE CITY OF CANANDAIGUA

Manager's Report: City Manager John D. Goodwin reported the following:

- The Dog Park is waiting for power to the fence but will hopefully open at the end of month.
- November leaf collection will start with Ward 1 on Monday. Please do not place leaves in the roadways.

Appointments: None

Miscellaneous: None

Adjournment

Council Member Ward 2 Palumbo moved to adjourn the regular session at 8:08 PM. Councilmember Ward 4 Sutton seconded the motion.

Vote Result: Carried unanimously by voice vote (9-0).

Nancy C. Abdallah, Clerk Treasurer
City of Canandaigua

**APPENDIX A
JOINT MEETING
ENVIRONMENTAL/PARKS COMMITTEE
ORDINANCE COMMITTEE
Tuesday, October 16, 2018
7:00 PM
Wood Library**

Environmental/Parks Committee: Karen White- Chair
Bob Palumbo
Renée Sutton (absent)
Dave Whitcomb

Ordinance Committee: Dave Whitcomb- Chair
Jim Terwilliger
Nick Cutri
Karen White

Other Councilmembers: Mayor Polimeni, Robert O'Brien, Steve Uebbing

Staff: John D. Goodwin, Rob Richardson, Terence Robinson

1. On-Street Parking Law

In the City of Canandaigua, it is illegal to park on the street from the hours of 2 a.m. until 5 a.m. This allows DPW access to the roads for plowing and street sweeping, as well as to protect the aesthetic of the City. Bradley Ward, a new resident, came to City Hall to ask that Council revisit this law to see if it can be amended. Mr. Ward has been invited to the meeting to discuss the matter further.

Bradley Ward was at the meeting to discuss his thoughts- Dave stated this has been discussed many times. Dave turned the floor over to Mr. Ward, who motioned to go last. The Committees agreed to let him go last. We revisited this after all the other agenda items were completed. He has a vision for this City, and Canandaigua is the Chosen Spot. He knows what the people want, because he works at the West Ave. Bryne Dairy. He now has taken on additional jobs. He's quintupled his income since being here as an Instacart, Lyft and Uber driver. He also is a teaching assistant at BOCES. We need to take the steps necessary now to address future changes. If you do nothing but dream, nothing get done. We should look at what Ithaca and their Mayor have done. He proposes working with Ithaca to solve all of our problems. We look to them for inspiration and look to them for guidance. Change needs to happen slow, especially in a town like this.

Limiting parking from 2-5 a.m. caused him to get a ticket for parking in the street. He would like the City to ban parking from 12 a.m.- 6 a.m. from November 1st to March 31st. Why would the City ban parking if it is just an aesthetic issue? If we don't copy them, we should copy Ithaca and allow on street parking all days of the year with alternating days. The City of Rochester does this too. According to Bradley, this would make everyone happy and the City would wake up just a little bit. Dave says he will have Staff look at it.

2. Paper Straws

At the September 18th Ordinance Committee meeting, Council explored the possibility of enacting an ordinance banning the use of plastic straws in the City. As requested by Council, an ordinance has been drafted and will be presented by Corporation Counsel Terence Robinson for discussion.

Terrence was unable to get to the meeting until 7:30, so the committees moved on to agenda item #3.

Dave read the ordinance aloud and opened it for discussion. Jim liked the intent of the ordinance, but asked wouldn't this cause other non-biodegradable things to be used in of straws. How effective will this be at accomplishing the intended task? If the intent is to make a difference, we need to take a more comprehensive

approach. Robert O'Brien doesn't think this is needed and won't be supporting this. He appreciates the sentiment but this seems like we have bigger issues. Bob agreed with Robert, and found that younger folks are already eliminating the personal use of straws. Some businesses have switched to paper straws or not giving them out unless they ask for them. He sees this as a possible detractor for tourism, and in the grand scheme of things this won't have the intended impact. Dave likes Jim's proposal and is interested in a more comprehensive approach. Maybe we should go back to the drawing board and find a different approach. The Mayor sees plastic bags as a huge issue. Dave is in favor of how Terence wrote the ordinance, but it would need more than a 30 day roll out so we should adjust that and use a phased in approach.

Sophie Proost from the Center for Disability rights about her opposition to the ordinance. They serve many counties including Ontario County, and they provide services allowing seniors and the disabled full access to the community. Outlawing plastic straws limits the impact of their mission- this includes young children. Disabilities and age prevent people being able lift cups or turn them at the angle to drink from them. Straws make up 4% of trash by piece, but only make up a minuscule percentage that end up in the ocean. Bags, bottle caps, etc. are far more dangerous. Other straws don't work, as their disabilities put people using non-plastic straws at risk. Reusable straws are expensive and easily contaminated- if they can't hold a cup how can they clean the straw appropriately. She recognizes the effort to accommodate medical exemptions, but its short sighted. People deserve to live their lives and enjoy their community, and we're telling them the only place they can be comfortable is in an institutional setting. Disabled people live in this world too, and we need to take them into account. She recommends reconsidering how the City approaches it, and referenced the Seattle ordinance which also doesn't go far enough. She recommends asking businesses to look at their practices as a way to reduce the use of plastic as opposed to following social media trends. You don't have to ban straws to show the City cares about the environment, and she hopes that the City will take her input into account.

We will revisit this in January after budget season.

3. Pesticides in Right of Way

At the September 18th Ordinance Committee Meeting, the legality of an Ordinance banning the use of pesticides came up after Corporation Council stated that New York State has preempted the entire subject matter. This item was added to allow for continued discussion on the topic, and Kevin Olvany has been invited to the meeting to discuss the impact of pesticide use in the watershed.

Karen pointed out that we have been discussing this for years, and Kevin Olvany was invited to discuss how pesticides and fertilizers impact the watershed. Wade Sarkis from the Watershed Association was also at the meeting. Kevin stated in terms of the watershed council, they don't want to recommend or tell other municipalities what they should do. Each should do what is best for them, and they shouldn't look for a formal recommendation. They use the USGS, who does lots of research on pesticides impacting waterways. They have reached out to ask to do these tests here, but they are expensive. If done, he would expect to see them in the results from the City and Suckerbrook. He has provided a balanced approach, and he recommended integrated pest management which he thought worked well. It minimized the use of pesticides in city parks. He though IGM is the best approach. When looking at the right of ways, this is going to be the area with the highest risk of getting into storm drains. He encourages people to minimize the use of pesticides in the areas. He pointed out that all matter dealing with this is vested with the DOC commissioner, which creates a gray area that needs to be addressed. He doesn't know if it's legal for the City to regulate pesticides in rights-of-way. Kevin also said it's important to think about enforcement and what this may be setting the City up for in terms of time and resources to enforce this kind of law. He thinks they can partner with the watershed association and City to push for a strong educational campaign. He still believes in the educational aspect, and we need to think through whether we can enforce this and how we would do that. Steve told Kevin he looked for legislation, and found Rockland County owns but doesn't maintain their right of ways. Kevin also said he hasn't found reference legislature. Kevin suggested using the conference of mayors and department of state recommendations on how to handle this, as well as the DEC legal team. Karen has always looked at this as a quality of life issue, and we need to challenge for home rule ability. She sees state decisions being influenced by lobbyists which is the origin of the current legislation. She is also concerned about airborne and treading it through homes.

Joel Freedman asked Kevin and people who have been on council for a long time if, when Michele was here, if there was anything preventing the City from regulating this and she said no. Joel doesn't hear anything in state law

saying the City can't regulate this. He thinks we should pass it anyway. He pointed to Kevin's statement that the right-of-ways are a high-risk area and we should take a bolder newer approach other than education. Karen agrees with a proactive approach. Bradley Ward suggested working with local retailers who sell the pesticides and ask them not to sell certain products. Karen asked Wade if he would like to weigh in, and Wade said he was primarily there to listen. He discussed the upcoming lake front lawncare campaign, and said the association is more concerned fertilizers than pesticides. Many people don't realize that the grates in front of their homes lead to the lake. The Mayor added the fertilizer issue is just as big, and that a lot of this deals with phosphorous- he nutrients are as great a concern as the pesticides. Kevin added some herbicides have synergistic effects with pesticides, but this is an extremely complex science which continues to evolve. Karen is looking for a stronger avenue to make this point. Kevin and Wade agree that reducing pesticides going into the lake is a good idea, but finding the right way to do it is important.

Steve said he really appreciates Kevin's remarks, and that everyone can agree we would like to see less going into the lake. The question isn't if we want to achieve this, its how to accomplish it. We have limited resources and staff, and we need to be smart with how we apply that. He'd like to see a more comprehensive approach, and referenced the recycle, reduce, reuse campaign. He would support local laws with some kind of penalty for people spill chemicals and don't clean them up, and he thinks that is enforceable. He'd also like us to approach HOAs and areas with high acreage on the lake to discuss how to prevent these chemicals going into the lake. He's anxious to see a strategy that doesn't create winners and losers.

Bob asked about organic pesticides, and Kevin said they have some alternatives. The IPM approach he recommended does talk about proper fertilization where there is dense growth, and the turf reduces runoff. Lawns with weeds allow for greater runoff. He added not all fertilization is bad, and the info they've put out doesn't say outlawing these is the way. He said it's about finding a balance. That said, there is no perfect answer to Bob's question. The science continues to evolve. He fertilized his lawn after skunks dug it up looking for grubs. Fertilization is important to rebuilding or building a strong lawn.

Karen sees this discussion sending no where again, and Dave was frustrated we haven't talked about the ordinance yet. Karen asked the environmental committee if they would like to continue to look at expanding the ordinance. John added there is still the issue of preemption, and DEC has yet to get back to him about getting a variance from the DEC oversight of the issue. Essentially there are already State Laws limiting phosphorous content in fertilizer-those are in place. Karen is frustrated that enforcement is a conversation stopper. Kevin asked Terence if the City has the authority to regulate in the right-of-way areas, and Terence said we can't regulate private use. Terence said there is a potential argument you can, but he isn't comfortable considering the variance in right-of-way properties in the City.

Robert agreed we should include fertilizer and that it's a larger concern. Robert said we should take on New York State, and we should make our case publicly as long as it isn't expensive. Mr. Ward says we need to look at this as a humanitarian issue. If we limit access it might cut the problem at the source. Joel said the stores use the pesticides, and Terence hasn't said where it is illegal. The City can't tell the City do as we say, not as we do. The Mayor recommended more people join the watershed association. We need to support any initiative to keep the lake healthy. Steve asked if there was a fine for spilling pesticides, and Kevin said from the State requirement you need to follow manufacturer standards.

4. Canandaigua Canine Campus Rules

At the joint meeting of the Finance/ Budget and Planning/Development Committees held October 2nd, Staff was asked to finalize a recommended list of rules for Canandaigua Canine Campus. Staff has prepared a list of suggested rules for Council to review and provide feedback.

John discussed the rules he provided, and said they are similar to the rules listed in the CCC recommendations. These will be given to every member when they sign up for the dog park. He also pointed to the sign verbiage to limit the number of bullets. Staff recommends adopting these rules. Karen added a dog park in Rochester had all the rules on the sign- she is in favor of listing all the rules on the sign.

Dave moved we accept the dog park rules, Bob seconded.

Bob asked about the legalese of all this- if we are on City property the City could still be liable. The insurance person recommended having people submit proof of insurance and asked Terence to weigh in as well as our insurance provider. Terence said the disclaimer provided listing risks of the parks, as well as a waiver of liability. Even though it isn't worth the paper its written on, it becomes a deterrent. Terence sees the insurance requirement as onerous, and Karen sees it as personal. Jim said we have risk at all our parks, and people still use them. Someone could be bitten by a dog at Kershaw. Jim is confident John, Rob and Terence can cover the City as much as possible.

3 in favor, 0 opposed. Motion carries to full City Council.

5. Canandaigua Canine Campus Legacy Memberships

While fundraising for the Canandaigua Canine Campus (CCC) is still ongoing, City Council passed Resolution #2018-090 establishing a fee structure for the dog park when it opens. At the joint meeting of the Finance/ Budget and Planning/Development Committees held October 2nd, the idea of creating "Legacy Memberships" was discussed as one way to close the funding gap. These memberships would be in addition to the adopted fee structure where for a large, one-time donation, donors would receive a lifetime membership to CCC as well as be recognized on some sort of plaque at the dog park. This item was added to the agenda to allow for further discussion.

The Mayor is concerned about this, because it would be the City granting a gift and we can't do that. Terence said that is correct. Karen added CCC and Nancy McCarthy were happy with the membership structure as is. Jim doesn't support these memberships, because it was set up to collect annual revenue to help run the park. After a certain point the membership would no longer contribute to the operation of the park. Dave agrees with that, but if people want to write a big check it won't be because of the lifetime membership. The Mayor added gift memberships can be given yearly. Adam Kwok from the audience added the membership is for the dog- not the owner. Annual renewal allows for updated policies to be distributed, and prevents bad dogs who had big donor owners. Steve withdraws his idea.

Bob motioned to adjourn to Executive Session, Karen seconded.

Meeting adjourned to Executive Session at 8:32 p.m.

Karen motioned to close, Dave seconded.

Meeting adjourned at 8:57 p.m.

APPENDIX B
FINANCE/BUDGET COMMITTEE
Tuesday, October 23, 2018
7:00 p.m.
Wood Library

Committee: James Terwilliger, Chairman
Robert O'Brien
Steve Uebbing
Nick Cutri

Other Councilmembers: Mayor Polimeni, Bob Palumbo, Karen White, Renée Sutton, Dave Whitcomb

Staff: John D. Goodwin, Rob Richardson, Jim Sprague

1. Fence Change Order- Controls at WWTP

Earlier this year, City Council awarded NY Fence via Resolution #2018-045 to install fencing at various City facilities and parks including the Waste Water Treatment Plant (WWTP). The contract included the installation of new fencing and secure gate access. The work on the fence is nearly complete, and to ensure the security gate functions as intended there are a Staff would like to purchase few additional components. These include a keyed on/off switch that will keep the gate open during the day (\$550), remotes for the gate (\$360 for 8), and proximity cards (\$750 for 100). In addition to these items, the dumping station manhole needs to be enclosed. The enclosure would have a 6-foot-high chain link with two gates to allow access to the manhole from both rear discharge and side discharge haul trucks and a total cost of \$5,980. Staff recommends approving the change order for a total cost for \$7,640 to complete the project. Jim Sprague will be at the meeting to discuss the request and answer questions.

Jim Sprague briefly discussed the scope of the project. Nancy has asked for more security to the dumping station, which the vast majority of this change order addresses. The remaining components were identified as necessary after construction was underway. This will lead into an additional project next year. There is money in the Sewer Capital Fund.

Bob asked if the proximity cards will be person specific, and Jim said yes. They will be unique to every person/truck that utilizes the facility. Robert asked if the additional fencing was the pump change out, and Jim said yes. Eventually we will be able to track everything and be able to turn cards on and off when people don't pay. Jim sees a card getting presented to each customer, and the business is going to be responsibility for all activity on the card. Robert asked if this area will be video monitored, and John said it may be part of the security project. We are waiting on a report. Bob asked if we have ever monitored what people dump, and Jim said no. The cost benefit analysis doesn't support monitoring what gets dumped. Renée asked if this would need to go out to bid, and Jim said no.

Nick moved to approve the change order, Steve seconded.

Robert asked how we would protect the fence from being hit by trucks, and Jim said they may install bollards but they may not be necessary due to the layout.

4 in favor, 0 opposed. Motion carries to full City Council.

2. FLCC Fuel Agreement

For the last decade Finger Lakes Community College (FLCC) purchased fuel from the City per an agreement that expired this year and needs to be renewed. The agreement allows FLCC employees in marked FLCC vehicles to purchase fuel at the City's fueling station Monday through Friday, with the exception of City holidays, during the

hours of 7 a.m. to 3:30 p.m. at \$.03 over the City's cost. This agreement has the same terms and conditions as the Canandaigua Emergency Squad agreement that City Council approved earlier this year.

John explained this is a continuation of an ongoing agreement and the terms are similar to the Canandaigua Emergency Squad agreement approved earlier this year. Jim asked if the previous agreement allowed for an extension, and John said yes. Robert asked how this is monitored, and John said we have fobs for the people who use them. Nick asked if the pumps are opened all the time, and John said no. It's totally fenced in and you need the fob to get gas. Renée and Jim asked for information on how much the City makes on this every year. Renée asked if they pay on time, and John said yes.

Robert moved to approve the agreement, Steve seconded.

4 in favor, 0 opposed. Motion carries to full City Council.

The Mayor asked if the Canandaigua Lady will be docking on the pier, and John and Jim said they haven't received a permit request.

3. Apparatus Bay Floor Engineering

As part of the performance contract with SmartWatt, the City intended to install a radiant heat flooring system to the apparatus bay of Fire Station #1. Once core samples from the apparatus bay floor were taken, however, it was determined that radiant heat flooring could not be installed and the project was removed from the performance contract. Despite not being able to install the radiant heat flooring, SmartWatt completed the engineering and design for the floor replacement. As the floor replacement was removed from the performance contract, SmartWatt has requested to be compensated for the engineering and design services performed. SmartWatt submitted a proposal with a total cost of \$24,983. SmartWatt will be providing the City a bid documents that can be used as the basis for a bid package to install a new apparatus bay floor at Fire Station #1. City Council approved a Capital Budget amendment for \$35,000 for this purpose via Resolution #2018-086. Staff recommends compensating SmartWatt \$24,983 for services rendered.

John gave a brief synopsis of the request. Steve asked what value we get for this, and John said they will provide us a bid document. Renée asked if the document will be accepted by other contractors, and John said yes. Renée asked if there was a breakdown on this cost, and John said no but this is in line with other engineering costs. John explained these drawings would be the basis for the RFP. Bob asked if this was budgeted, and John said the money is available. Mike asked about doing epoxy instead of radiant heat flooring. John stated we would have done an epoxy cover over the radiant heat floor if it had gone in. Mike asked if there was a warranty on the floor, and John said there would be coverage. Jim S. stated the epoxy would last longer. John added if it is cold we may have to hold off for warmer weather to prevent damage to trucks when they get left outside. Steve said, in his experience, he thinks core samples come early in the process. Jim S. explained that under the performance contract, we still thought we could do the floor in that project. As a result, they asked them to continue the engineering. They will provide us with the bid documents that will be the specifications for the actual flooring project. Renée pointed out that the contract doesn't require us to pay this, but John said that would require us to do another engineering study and we wouldn't get the bid documents. Essentially, we are doing the right thing and paying someone for work they have already done for something we need anyway.

Robert moved to approve the contract, Nick seconded.

4 in favor, 0 opposed. Motion carries to full City Council.

4. Economic Development Committee Update

John recapped the economic development work that has been done thus far. He, Doug and Karen have a meeting with the CADC to create their own LDC. John asked Council if we should continue pursuing creating our own. Jim said he is ambivalent, whatever will work. He then discussed meetings with Richard and Ginny from Constellation. They were invited to discuss whether we wanted to work through the CADC. The second meeting including Matt Horn, and exploring the possibility of hiring him to run the CADC. Steve stated he doesn't think we have money to

pay for a position, but there is there private funding to establish this they would be interested. They also stated they think all work though the One Canandaigua initiative.

The Mayor said we need to be looking at our own LDC. She pointed out Matt Horn has not had the courtesy to respond to John, which concerns her. She told John to carry through with the CADC meetings, and weigh that against what Doug, John and Karen think we should do. She added transparency is a big part of this, and she wants to make sure there would be transparency moving forward. Bob asked why the CADC would be against transparency, and John said in his experience private businesses like to keep their business private. Bob asked if we are losing out on private funds by creating our own LDC, and John said he won't know until after the meeting in November. Steve said that he thinks if we worked with CADC we would have a contract with them, which would require them to meet public transparency rules. This language would be included in the contract. Any donors choosing to donate would also need to be on the up and up, and ensure it doesn't give them favorable treatment or leverage to accomplish their own agendas. They would be a semi-public organization who need to abide by all the rules.

Karen asked who is on the CADC, and John said George Hamlin, Richard Sands, Danny Wegman, and others. Steve said the CADC helped get Pinnacle North moving, and while everything was on the up and up they prefer to do their business in private. If we want them involved, they will get things moving but we will need them to operate as a semi-public entity. Karen asked what we are going to ask them to do, and John said that was part of the economic development study we did. That study will be the basis for the work we need done. Renée agrees with Steve that we need transparency, and based on what she has seen she doubts they will be likely to do this. The Mayor said we need to wait to have the November meeting to get transparency on what is going on, and she is concerned about Mr. Horn's involvement. Jim added that if the CADC was going to be the agency, they were thinking of hiring Matt Horn to drive the project. The Mayor asked what Mr. Horn is doing now, and John said he is working for a consulting firm. Dave asked if we are planning on using the Fairweather report, and John said the two studies align nicely. Steve added he totally agrees with the Mayor on seeing what the climate of the next meeting is. We need to be open to whatever is best for economic development whether it's CADC or not, and he made it clear to the CADC that moving forward the Mayor, Doug and John need to be included. Robert feels that we need to pick one or two of the things the economic development report suggested and create a mission for what needs to be accomplished. Jim added that isn't the case, and John says he feels we have a solid focus. Jim said in principal he agrees with Robert, but we're partners with the Town and they will have ideas about what priorities should be. He also believes we need to wait until the meeting to hear what CADC proposes. The Mayor suggested the economic development group come back and report what happened.

John added we have a draft agreement from the comptroller's office for Tom's Mobil. We would be required to demo the site, and the State would need to do the clean-up. When the property is sold, we would need to split the proceeds with the State. We would need to spend money to demo the building and possibly for asbestos abatement. Jim asked what the cost to contract the work out would be, and Jim S. said it would probably be about \$25,000 for the survey and abatement, and the demo would be done in a few days. He thinks \$50-60k would be a fair estimate. John thinks the City will need to spend about \$150,000 for our portion of the project and we may not make the money back. Council did not care and instructed John to move forward.

Mike Yarger has an issue with forming an LDC because it gives them powers for eminent domain. These organizations aren't accountable to the tax payer and he would like a straw poll to see if Council even wants to use one of these organizations. The Mayor suggested asking Terence. Jim said is in favor of avoiding another eminent domain situation.

5. Capital Budget

In anticipation of potentially lengthy discussions during the November budget review process, Staff presented the proposed 2019 General Fund Capital Budget for review and discussion at the August 30th Finance/Budget Committee meeting. The 2019 General Fund Capital Budget was tabled for further discussion. The proposed budget was previously distributed.

John recapped the projects on page 7 of the Capital Budget document and some of the money spent in 2018. The first dealt with adding a side entrance at City Hall on the West Side. The stairs on Main Street need to be resealed, and that is being carried forward. We also need to replace some of the roof systems over the next 4 years at the

Hurley Building. Bob asked why the roofs weren't included in the renovation, and John said we needed to reduce the scope of work to fit it into the bond. We didn't know how bad the roof was until we got up there. Renée asked if there will be a mold issue, and Jim said only on the roof. Bob asked about contingency and emergency funds and wants to know why we aren't using those to fix the roof. John stated that because the roofing system was part of the original scope, we would need to amend the bond even if we add cash to do it.

John moved on to page 8 which included the sky light at the police station. The funding for that will carry over from 2018. We would also like to renovate the evidence room in 2019. The Mayor asked why we can't outsource the sky light project, and John said we haven't had the time to do it. Jim S. stated it will be contracted out, but we will need architects to redesign the roof. Robert asked if the police department roof was part of the performance contract, and John said there are things being addressed by SmartWatt but roof wasn't part of it. John mentioned the floor at Fire Station #1, but we also need to fix the exhaust system. Chief Magnera thinks he can get some grant money, and we may be able to retrofit old equipment. Steve asked if we contract the work out, and John said some of the stuff at the police station was done by DPW guys. Whether we can use DPW depends on the scope of the work as well as other projects in the City.

Page 9 dealt with rolling stock. Jim asked if we would be buying sedans or SUVs as a replacement vehicle for the PD, and John said the vehicle being replaced in 2019 is an Explorer. Moving forward we may not be able to ford sedans. The other item is a fire rescue boat through a grant from Pam Helming. Cheshire will be getting this boat and they want to share it with us. Dave asked if we can lease vehicles. John said we explored that last year, but Jim asked to see a cost comparison between buying a vehicle or leasing a vehicle. Bob said we need larger vehicles because our police carry tons of equipment.

Page 10 deals with DPW rolling stock. We have 2 trucks due to be replaced, along with a stone roller and the sandblast and paint program to extend the life of our trucks. Renée asked if the stone roller is a replacement, and Jim S. said yes. Renée asked what drives the decision to replace it, and Jim said that was established before his time and they have just been sticking to the schedule. They do switch things around depending on the condition of the equipment. Renée asked if the replacement schedule can be added to all rolling stock, and John said yes.

Page 11 also dealt with DPW rolling stock, and we would like to purchase additional attachments for the skid steerer we just purchased. We will be pushing the street sweeper replacement forward until 2019 because we have been borrowing the county's street sweeper and we can't use it all the time. The Mayor asked if we can get any grant funding to purchase this equipment, and John said he will reach out to Kevin.

Page 12 included a new software to assist in City Maintenance and help with efficiencies at DPW. We have 40% of staff leaving so having that mapped out would be helpful. It will also help report the work DPW does to Council and the community. Steve asked if we are going to do anything with South Main Street, and Jim and John said no at this point. We will look at this next year, but Steve is also worried about impact to tax payer vehicles. Renée asked about the \$50,000 and the return on investment, and John said it would cover the software but also the technology in the trucks. John said this is also a community engagement. Renée asked about an ongoing subscription cost, and John said yes there would be one. Phase 2 of the camera program is also on this page, and the City is looking to expand the program to parks as well. Renée asked to see a breakdown on where there are more incidents- Baker or Jefferson. John said not all of these issues are handled by the police, and often if things need to be cleaned up it just gets done.

Robert motioned to adjourn to Executive Session, Steve seconded.

Meeting adjourned to Executive Session at 8:50 p.m.

Nick motioned to adjourn, Steve seconded.

Meeting adjourned at 8:58 p.m.

APPENDIX C
COMMITTEE OF THE WHOLE
Tuesday, October 9, 2018
7:00 p.m.
Wood Library

Committee: Mayor Ellen Polimeni- Chair
Nick Cutri
Bob Palumbo
Karen White
Renée Sutton
Robert O'Brien
Jim Terwilliger
Steve Uebbing
Dave Whitcomb (**absent**)

Staff: John D. Goodwin, Rob Richardson, Chief Magnera

1. Fire Study Discussion

Earlier this year, the City and Town contracted the Center for Public Safety Management (CPSM) to do an operational study of the City of Canandaigua Fire Department and a community risk assessment. The final report listed 26 recommendations, including suggestions on staffing levels and how to improve fire service delivery. At the August 7th Planning/Development Committee meeting, City Manager John Goodwin, Town of Canandaigua Manager Doug Finch, and Fire Chief Frank Magnera discussed these recommendations and categorized them as short-term, intermediate, and long-term goals for implementation. At the September 6th City Council meeting, Councilmembers expressed desire for the opportunity to provide their feedback to the report and its recommendations along with a Staff's proposed course of action for each recommendation. This item was originally scheduled for the joint Planning/Development and Finance/Budget Committee meeting held October 2nd, but was moved to this agenda to allow for dedicated discussion.

Before the fire study discussion, John handed out the City's sexual harassment policy for Council to sign. Jim asked that the Policy be added to the next Council meeting for further discussion.

The Mayor stated there will be no formal action taken tonight, but this is for Staff as they prepare the budget. John started by explaining Chief Magnera was likely going to be late as he is responding to a call. John recapped the process thus far, including reviewing the info presented at the August 7th meeting. He then referred to the sheet he handed out for last meeting to show where staff is on some items. Some have already been implemented, others are in progress. He would like to hear how Council will like to move forward. The Mayor confirmed the Town intends to move forward as planned. They are asking we have two more on staff by February 1st, and they will increase their contribution. Jim mentioned the Town has not made any commitment to the agreement beyond 2019, and John added they have a tentative agreement to cover the half the cost as firefighters are added. Jim isn't comfortable banking on the town board beyond 2019, and John said his plan is to ask for a 3-year contract after this budget season to the agreement is firmed up.

The Mayor opened up questions for Council. Renée asked if we have heard about the SAFER grant, and we have not. They usually make announcements on Friday, and we haven't gotten any indication. Other local municipalities have received awards so it's a waiting game. Robert asked what the ultimate goal of the fire department, especially because he has heard criticism we didn't save buildings. If we are looking to save buildings instead of people, we won't be able to budget appropriately. The role of the department could change over time, especially as volunteer ranks become smaller. We will also be offering services to other municipalities, but what are those services? The Mayor referred to section 3 of the fire study which is dedicated to protecting timely and quality services. Robert thinks that if we go by this report are we committing to all the benchmarks it states? Or others? Bob said the job of the fire department is to the best they can with the resources they have. The benchmarks are set nationally and based on safety standards. There has been a lot of studies done with create new standards and regulations for fire services. The mission should always be the best we can with what we have, and what we've proven in the last few years is we aren't prepared. The report discusses old buildings, which the city has many, and how they pose a risk to downtown as well as historic buildings. If a fire similar to Nolan's happened downtown we'd have a hole in the

middle of main street. He thinks what the study recommends is reasonable and a great start. Karen agrees protection is important, but she also thinks proactive is also important and we are being reactive to the unknown. There are several proactive measures suggested that could be taken. Public support in installing sprinklers, smoke detectors, public education about safety is important- and lives are more important than buildings. She would like us to budget for proactive measures. Robert is concerned about meeting the benchmarks the study lists, and there are other ways. Fixing infrastructure i.e. helping with sprinkler installation is a better use of money than reacting based on unknowns. He wants us to look more at the Elgin model discussed in the study. Steve anticipated we'd be going through the recommendations 1 by 1 and reacting to that document. He thinks we have the capacity with equipment and stations to address these issues. Renée added it's not just response times to fires- its response time to emergencies. She pointed to the overlap in calls for why they need staffing, and Karen said other emergencies get police and EMT help.

The Mayor went back to the recommendations. She had John go through the recommendations 1 by 1.

The first two have to do with closing station 2, and Chief Magnera is in the process of doing an impact study to see how closing the station would impact services. The City consolidated to 2 pieces from 3 a decade ago, and not having both apparatuses makes it difficult to have enough equipment. Responding to Stable Gate, for example, would take longer than the NAAFP standard as well as ISO PPC insurance classification. Even with automatic aid we'd be exceeding that distance. He feels we need to keep it open, even if just for the ISO credit. Steve is concerned by having one person staffing a fire station, and Frank agrees. Steve can't be comfortable with one-person alone 24/7- at some point there will be an emergency where we can't support that person. Both agreed there should be 2 at each station, and this isn't about staffing. He will not support anything that doesn't put two people at a station. Even Station 1 has Frank there sometimes, and he isn't comfortable continuing to put employees in this dangerous situation. Frank added about 50% of the calls are medical or rescues, and asking someone to wait longer for us to get there isn't fair. Steve added this is there because one-person staffing, not closing station 2. The Chief is telling us there will be problems closing it and the Town is giving us money to protect it. Steve's first goal is to get 2 people in each station. Bob agrees.

Robert thinks we should be specifying these things in our mission, and we need to maintain them. If we decide we want to maintain a certain standard, the staffing discussion will be smoother. Frank added OSHA doesn't like our staffing but aren't interested in attacking our policy. The Mayor said the City is dedicated to keeping a good ISO standing. Frank added there are things he doesn't think we got credit for all the ISO items, and he has already made efforts to correct somethings. He is hoping we can get our rating down to a 2 in the next year. Mike Yarger asked how insurance rates will be impacted and Frank said it will benefit businesses primarily

Recommendation 3 dealt with providing Erina Hose Company being supported, and John and Eric Cooper are looking at different ways to use their incentive money more impactfully. They will be meeting again to see how to use the available resources to incentivize both student volunteers and volunteer companies, which is roughly \$21,000. The Mayor asked if we have any student volunteers, and Frank said no. He has reached out to FLCC and they are still advertising the program there and at MCC. Jim asked Frank to think about the following question: Why does a volunteer company 6 miles from here (Cheshire) end up with 40 or 50 active volunteers but we can only attract a handful? We need to understand why this is, and we deserve to know why. Ryan spoke to the progress made at the Erina hose company- 2 new recruits and 3 applicants are on the way. They are working diligently to get more volunteers, and he thinks its more than just incentives- what makes people want to volunteer? Some of their numbers are misleading, i.e. Cheshire, have social components, and having social organizations (alcohol) helps. They have a lot more funds spent on volunteers, do more recognition, etc. Jim said we need to address that at a separate point and thanked Ryan for his input. The Mayor added many volunteers are generational, and Frank said that is why Geneva is still doing well. Ryan added there are different challenges for young people (student loans, training hours) also pose obstacles.

Number 4 deals with training on exterior attacks, and Frank and John said this is something the department has used for years. This approach softens the target, and Frank is working to build a training regimen with other departments. The Jim wants to see something about the VA, and Frank said they are spread thin with construction. He's working on setting up a training. Bob said people leave us because our standards are so high which is why people go other places.

Number 5 deals with equipment, which the City already meets. Frank added the City's water system is very strong.

Number 6 deals with training- NYS has no minimum training standard. Getting the surrounding departments to agree on those standards will take some time, and will not happen overnight. They hope to accomplish this in 2-4 years and develop a standard that fits the region. Frank added the State is looking at training requirements and trying to revamp the whole system.

Number 7 also deals with training and mutual aid response- we need to establish a training benchmark which will take some time to develop. Jim said this goes back to the same question we've been trying to answer for 10-15 years. If paying all this money to get 2 in 2 out isn't being met by mutual aid, it will cost more for us to provide that service. Renée asked what the differing standards are, and Frank said it comes down to how Fire Fighter one is handled. They don't see real fire until fire fighter 2, which is why that is the city standard. Frank and John said it's difficult now to get our guys fire fighter 2. Frank is trying to get career staff to take "train the trainer" courses to help certify volunteers but there is red tape at the State level. Ryan added we are lucky to be able do any inhouse training. Bob added we could generate revenue for the City by offering a more flexible training schedule.

8, 9 and 10 all deal with dispatch from 911, and Frank has been working with them to address these concerns. They are a mess with remodeling and transition, and with a new sheriff coming on there will need to be further discussion. They are also short staffed. Frank added he can't offer adequate reports without 911 time stamping calls, and they need that data to apply operationally. They try to keep it consistent, but Frank is trying to get them to address it. He can't give a timetable but has a meeting coming up regarding other issues. Renée asked if we've reached out to the board of supervisors regarding the recommendations with the 911 center, and John said he is trying to work with them first. John added it starts with the Sheriff, and the request for more staffing can be made with the new sheriff. The Mayor added the current sheriff has put more money into 911 in his budget this year.

Number 11 deals with incident responses, and John said we do these reports after major incidents. Renée added this contributes back to 911, and how these reports cannot be done accurately without timestamping from 911 dispatch. Renée asked how we are going with the NFPA 1720 standard, and Frank said we think we do well but its hard to track. Frank said he has something in this budget which will help planning and possibly reduce response times. He had it at his former department and it was great.

Number 12 also deals with response time i.e. mutual aid agreements, specifically automatic aid. Staff is working with other departments to see if they can do that for us, but also if we can do it for them. Automatic aid would push us out of the City which could have impacts on our service. Jim is concerned these automatic aid agreements make our force unable to respond to our City. These may be to our detriment, and it's not clear to him we should have these agreements. John isn't concerned with automatic aid, but sharing in the cost of running a department. He would like to have an automatic agreement with the VA, especially considering we only have 2 fires a month. He would like to see that discussion because they can supply 2-3 professional fire fighters allowing us to do 2 in, 2 out for fires. Bob also suggested supplying staff to other departments.

Number 13 deal with volunteer recruitment, and everyone agrees this is both a good idea and necessary. Recommendation 14 also address volunteer recruitment through more funding. The City is committed to helping fund initiatives for volunteer recruitment. Ryan recommended forming one volunteer organization because the Merrill's aren't doing anything to help- Frank is working with them to try and get them to "put up or shut up." The Mayor added some of their volunteers are active in other departments. Renée asked if John is working with Ryan, and John said he has \$21,750 in the budget. She doesn't think anything should be earmarked for someone not contributing, and John said they have not received anything during his tenure here. Recommendation 15 dealt with these incentives, and John said a meeting would be scheduled.

Number 16 deals with dual role employees, and the City has language in labor contracts letting them volunteer in departments with support from the City. Several DPW workers are active in other volunteer departments but they are active in these departments but they can't be in both departments. They also can't leave what they are doing to respond because it may create other safety hazards. Renée asked how many employees are volunteers, and Frank said thought 5 but none in the City departments. She asked how often they tap these benefits, and John said he

would need to check. Frank added they belong to departments where they live. Steve would like to see employment given to City residents looking to become a volunteer firefighter. John is concerned about the legality.

Number 18 deals with a bunker program recommendation- instead of providing tuition we provide room and board. This opens up another set of liability issues, and Frank noted issues with other departments. Brighton is successful with this but they have several career staff dedicated to maintaining the program. Frank does not recommend this, and Bob also sees this as a potential safety/liability nightmare. Steve asked if we had explored High School programs, and suggested we explore something like what was at East High School for fire fighters. Frank agrees this is a good idea, and Steve volunteered to head the initiative with the local BOCES. Ryan added students don't want to come work in a department where there are no job opportunities. Steve said BOCES pays these costs.

Recommendation 20 deals with incident response software which the department is piloting.

Recommendation 21 starts to deal with the staffing. The 2019 will include 2 additional firefighters, maybe 2 more with the SAFER grants. Steve says we need to find other ways to staff the department with paid firefighters who aren't necessarily full-time union firefighters. Hiring part times would allow for more robust staffing and competition for full time spots. Creating as many fulltime spots as we may need is a paradigm that must be broken because it isn't sustainable in the long term. He will always consider the Chief as the 4th person. John added the one we just hired started as a part timer. We have traditionally hired already qualified guys, and bringing in guys with no training will cost more. Steve disagrees.

John spoke briefly regarding 22, 23 and 24 because they deal with the Town. Doug is trying to minimize the outside agency contracts, but this will take time. Number 23 deals with automatic aid responding to all their calls, and #24 deals with regionalization. All of these will take some time.

Number 25 and 26 deal with public education programs regarding sprinklers. John discussed the current public education programs available, and they are working with the Red Cross to hand out free smoke detectors. They are also trying to target some specific areas. This is fire prevention month, so they will be in the schools over the next few weeks educating the public. There is a lot of money available for sprinkler systems- the Mayor asked if they were State grants and Frank said he could check. It's difficult and costly to retrofit century old buildings with these systems. He is for it, but he is still doing research. There was suggestion of a loan program and a grant program to set these up.

The Mayor opened the floor to Council with other questions. Steve struggles with the supervision aspect, and would like to see us get up to 16 because 2/3 of the time during the week and no onsite supervisor during the week. The current program relies on captains, and he does not think any public service organization should have supervisors and front-line staff should be in the same unions. There needs to be a break between those who supervise and those who lead. He liked the idea of adding a deputy chief, and we get several things including added supervision and support from Frank. He thinks supervision would help relationships with other departments and adds a guaranteed 4th person 2 shifts, 5 days a week. It also gives us a succession plan should Frank leave. He wants to see it added back into the upcoming budget. What we have now for supervision cannot work.

Renée asked if Frank wants a deputy chief, and Frank said the position is needed but he also needs people filling the trucks. He does need the help, but right now he wants to fill seats on the trucks. He relies on his captains to help him with the supervision, and he doesn't feel our members create an issue. Steve added there is an inherent conflict of interest, and Frank agrees. John added will be adding a part time admin person back in to the budget.

In light of what Steve mentioned, Karen asked if some of these duties fall to the captains and people who aren't being called out. Frank said he uses them for vehicle maintenance, code research, meter calibration, etc. Having them around 1 every 4 days makes it hard to wait for them. Karen asked if only one person can do these projects, and Frank said they do one offs. Renée asked if volunteers have any additional responsibilities, and Frank said not beyond routine cleaning. The Mayor agreed we need a deputy chief, and Steve added the Deputy Chief can be the 4th person on scene. He would also like to see us recruit some women. Jim added the union negotiations hamper our efforts for staffing because they refuse to move off of 24-hour shifts allowing for flexibility. This could create more staffing solutions. John added we have tried to get that addressed and it was immediately taken off the table. Robert

still is unclear about somethings that Council can't really get involved in. He wants clarity over what Council is allowed to push. He would like to see a sprinkler program or initiative. John said is included in the intermediate (2-4 year) goals.

Robert motioned to close, Bob seconded.

Meeting adjourned at 9:00 p.m.