

TOWN BOARD ORGANIZATIONAL MEETING

JANUARY 7, 2020

3:30 p.m.

ORGANIZATIONAL MEETING AGENDA

01-06-2020

MEETING CALLED TO ORDER BY SUPERVISOR SEELEY

PLEDGE OF ALLEGIANCE

ROLL CALL

ITEMS FOR BOARD ACTION

- 1ORG2020-1 Adopt a Resolution Approving the Provisional Appointment of a Communications Assistant
- 1ORG2020-2 Adopt a Resolution Approving the Provisional Appointment of a Director of Personnel
- 1ORG2020-3 Adopt a Resolution Approving the Provisional Appointment of a Director of Information Services
- 1ORG2020-4 Adopt a Resolution Approving the Provisional Appointment of a Recreation Director
- 1ORG2020-5 Adopt a Resolution Authorizing the Appointment of a Deputy Supervisor for the Town of Irondequoit
- 1ORG2020-6 Adopt a Resolution Authorizing the Appointment of the Town Clerk for the Town of Irondequoit
- 1ORG2020-7 Adopt a Resolution Authorizing the Appointment of Comptroller for the Town of Irondequoit
- 1ORG2020-8 Adopt a Resolution Authorizing the Appointment of a Bingo Inspector for the Town of Irondequoit
- 1ORG2020-9 Adopt a Resolution Authorizing the Appointment of the Director of the Department of Community Development for the Town of Irondequoit
- 1ORG2020-10 Adopt a Resolution Authorizing the Appointment of Commissioner of Public Works for the Town of Irondequoit

- 1ORG2020-11 Adopt a Resolution Authorizing the Appointment of Deputy Commissioner of Public Works for the Town of Irondequoit
- 1ORG2020-12 Adopt a Resolution Authorizing the Appointment of a Town Historian for the Town of Irondequoit
- 1ORG2020-13 Adopt a Resolution to Open Competitive Bids
- 1ORG2020-14 Adopt a Resolution Authorizing the Appointment of the Deferred Compensation Committee
- 1ORG2020-15 Adopt a Resolution Authorizing Reappointments to the Town's Audit Committee
- 1ORG2020-16 Adopt a Resolution to Require Checks to be Countersigned by the Comptroller
- 1ORG2020-17 Adopt a Resolution to Bond Town Officers, Clerks and Employees
- 1ORG2020-18 Adopt a Resolution to Designate an Official Town Newspaper
- 1ORG2020-19 Adopt a Resolution Ratifying and Approving Appointments Made by the Supervisor in 2019 of Seasonal, On-Call, Part-Time and Temporary Staff and Authorizing the Supervisor to Appoint Seasonal, On-Call, Part-Time and Temporary Staff for the Year 2020 for the Town of Irondequoit
- 1ORG2020-20 Adopt a Resolution Awarding of Irondequoit Community Center Early Demolition HVAC Package
- 1ORG2020-21 Adopt a Resolution Awarding of Irondequoit Community Center Early Demolition Electrical Package
- 1ORG2020-22 Adopt a Resolution Awarding of Irondequoit Community Center Early Demolition General Trades Package
- 1ORG2020-23 Adopt a Resolution Awarding of Irondequoit Community Center Early Demolition Fire Protection & Plumbing Package

NEXT WORKSHOP MEETING...TUESDAY, JANUARY 14, 2020 @ 4:00 PM

NEXT REGULAR TOWN BOARD MEETING...TUESDAY, JANUARY 21, 2020 @ 7:00 PM

EXTRACT OF MINUTES OF MEETING OF TOWN BOARD ADOPTING A RESOLUTION APPROVING THE APPOINTMENT OF A COMMUNICATIONS ASSISTANT FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January 2020 at 3:30 P.M. local time: there were

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
John Peticone	Town Board Member
Kimie Romeo	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York Town Law mandates an Organizational Meeting to be held in January of each year, one of the purposes of this meeting is to appoint any vacancies that exist in any Town office at the time; and

WHEREAS, the Supervisor recommends the provisional appointment of Donald Sinton as a Communications Assistant in the Town of Irondequoit; and

WHEREAS, per Monroe County Civil Service rules once the examination is offered Mr. Sinton will participate in the examination and must score within the top three candidates interested in this position.

NOW, THEREFORE BE IT RESOLVED, that the Town Board approves the provisional appointment of Donald Sinton as a Communications Assistant an annual rate of \$64,945.00.

This resolution shall take effect upon approval.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Peticone	voting	_____
Town Board Member	Freeman	voting	_____
Town Board Member	Romeo	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF TOWN BOARD ADOPTING A RESOLUTION APPROVING THE APPOINTMENT OF A DIRECTOR OF PERSONNEL FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January 2020 at 3:30 P.M. local time: there were

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
John Peticone	Town Board Member
Kimie Romeo	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York Town Law mandates an Organizational Meeting to be held in January of each year, one of the purposes of this meeting is to appoint any vacancies that exist in any Town office at the time; and

WHEREAS, the Supervisor recommends the appointment of Jason Vinette as the Director of Personnel in the Town of Irondequoit; and

WHEREAS, per Monroe County Civil Service rules Mr. Vinette has taken the Director of Personnel examination, earned a score of 100 on the test and is therefore currently reachable on the certified list.

NOW, THEREFORE BE IT RESOLVED, that the Town Board approves the appointment of Jason Vinette as the Director of Personnel at an annual rate of \$76,197.00 to be paid from budget code 001.1430.0100.1100.

This resolution shall take effect upon approval.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Peticone	voting	_____
Town Board Member	Freeman	voting	_____
Town Board Member	Romeo	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF TOWN BOARD ADOPTING A RESOLUTION APPROVING THE APPOINTMENT OF A DIRECTOR OF INFORMATION SERVICES FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January 2020 at 3:30 P.M. local time: there were

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
John Perticone	Town Board Member
Kimie Romeo	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York Town Law mandates an Organizational Meeting to be held in January of each year, one of the purposes of this meeting is to appoint any vacancies that exist in any Town office at the time; and

WHEREAS, the Supervisor recommends the provisional appointment of Nathan Stone as the provisional Director of Information Services in the Town of Irondequoit; and

WHEREAS, per Monroe County Civil Service rules once the examination is offered Mr. Stone will participate in the examination and must score within the top three candidates interested in this position.

NOW, THEREFORE BE IT RESOLVED, that the Town Board approves the provisional appointment of Nathan Stone as the Director of Information Services an annual rate of \$69,000.00 to be paid from budget code 001.7989.0100.1100.

This resolution shall take effect upon approval.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Freeman	voting	_____
Town Board Member	Romeo	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION AUTHORIZING THE APPOINTMENT OF A DEPUTY SUPERVISOR FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, The Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations; and

WHEREAS, Section 42 of New York State Town Law authorizes the Town Supervisor to appoint a Deputy Supervisor to preside, when present, at the meetings of the Town Board and to be vested with all of the powers and to perform all of the duties of the Supervisor when the Town Supervisor is absent or unable to act.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit hereby appoints John Perticone as Deputy Supervisor.

BE IT FURTHER RESOLVED, That John Perticone shall take and subscribe before an officer authorized by law to administer oaths on this county the Constitutional Oath of Office and such other oaths as may be required by law.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION AUTHORIZING THE APPOINTMENT OF THE TOWN CLERK FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, The Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations; and

WHEREAS, The Town Clerk appointment is integral to the processes and procedures of town government.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit hereby appoints:

Barbara Genier	Town Clerk	2-Year Term
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BE IT FURTHER RESOLVED, That Barbara Genier shall take and subscribe the Constitutional Oath of Office before an officer authorized by law to administer oaths, and such other oaths as may be required by law.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____

Town Supervisor

Seeley

voting

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION AUTHORIZING THE APPOINTMENT OF COMPTROLLER FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit hereby appoints:

Diana Marsh	Comptroller	2-Year Term
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BE IT FURTHER RESOLVED, that Diana Marsh shall take and subscribe the Constitutional Oath of Office before an officer authorized by law to administer oaths, and such other oaths as may be required by law.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION AUTHORIZING THE APPOINTMENT OF A BINGO INSPECTOR FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit hereby approves the appointment of:

Joseph Lombardo	Bingo Inspector	2-Year Term
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BE IT FURTHER RESOLVED, that Joseph Lombardo shall take and subscribe the Constitutional Oath of Office before an officer authorized by law to administer oaths, and such other oaths as may be required by law.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION AUTHORIZING THE APPOINTMENT OF DIRECTOR OF THE DEPARTMENT OF COMMUNITY DEVELOPMENT FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit hereby appoints:

Kerry Ivers Director, Department of Community Development 2-Year Term

BE IT FURTHER RESOLVED, that Kerry Ivers shall take and subscribe the Constitutional Oath of Office before an officer authorized by law to administer oaths, and such other oaths as may be required by law.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD
ADOPTING A RESOLUTION AUTHORIZING THE APPOINTMENT OF
COMMISSIONER OF PUBLIC WORKS FOR THE TOWN OF
IRONDEQUOIT**

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit hereby appoints:

Robert Kiley	Commissioner, Public Works	2-Year Term
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BE IT FURTHER RESOLVED, that Robert Kiley shall take and subscribe the Constitutional Oath of Office before an officer authorized by law to administer oaths, and such other oaths as may be required by law.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION APPROVING THE APPOINTMENT OF DEPUTY COMMISSIONER OF THE DEPARTMENT OF PUBLIC WORKS FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit hereby approves and appoints:

Erin Magee	Deputy Commissioner, Public Works	2-Year Term
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BE IT FURTHER RESOLVED, that Erin Magee shall take and subscribe the Constitutional Oath of Office before an officer authorized by law to administer oaths, and such other oaths as may be required by law.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION AUTHORIZING THE APPOINTMENT OF A TOWN HISTORIAN FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit hereby appoints:

Patricia Wayne	Town Historian	2-Year Term
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BE IT FURTHER RESOLVED, that Patricia Wayne shall take and subscribe the Constitutional Oath of Office before an officer authorized by law to administer oaths, and such other oaths as may be required by law.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION TO OPEN COMPETITIVE BIDS

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit approves and authorizes the Town Clerk or the Deputy Town Clerk to open competitive bids pursuant to the Town’s Procurement Policy and applicable law.

This resolution shall take effect immediately upon adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION AUTHORIZING THE APPOINTMENT OF THE DEFERRED COMPENSATION COMMITTEE

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January 2020, at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
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Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations; and

WHEREAS, Section 5 of the New York State Finance Law and the regulations of the New York State Deferred Compensation Board require each Deferred Compensation Plan to appoint a Deferred Compensation Committee.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit appoints the following people to the Deferred Compensation Committee:

Jason Vinette	December 31, 2021
Diana Marsh	December 31, 2021
Scott Davis	December 31, 2021
Jessica Franco	December 31, 2021

This resolution shall take effect immediately upon adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION AUTHORIZING RE-APPOINTMENTS TO THE TOWN'S AUDIT COMMITTEE

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations; and

WHEREAS, the Town has established an Audit Committee to perform various oversight and advisory functions pertaining to financial management.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit hereby appoints:

Rachel Adonis	Member, Audit Committee	Term Expires: December 31, 2021
Frances Ostrander	Member, Audit Committee	Term Expires: December 31, 2021
Gary Adams	Member, Audit Committee	Term Expires: December 31, 2021
Lorie Barnum	Member, Audit Committee	Term Expires: December 31, 2021

This resolution shall take effect immediately upon adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD
ADOPTING A RESOLUTION TO REQUIRE CHECKS TO BE
COUNTERSIGNED BY THE COMPTROLLER**

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, pursuant to Section 29 of New York State Town Law, the Town Board may require checks disbursing money belonging to the Town to be countersigned by the Town Comptroller; and

WHEREAS, the Town Board deems it desirable to have checks so countersigned.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit approves the requirement of having all checks disbursing money belonging to the Town to be countersigned by the Town Comptroller.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION TO BOND TOWN OFFICERS, CLERKS, AND EMPLOYEES

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
----------------------------	-----------------------

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations; and

WHEREAS, Public Officers Law §11(2) provides that the Town Board may approve the procurement of a blanket undertaking from any duly authorized corporate surety covering the officers, clerks, and employees of the Town.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit approves the blanket bonding of the officers, clerks, and employees of the Town.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD
ADOPTING A RESOLUTION TO DESIGNATE AN OFFICIAL TOWN
NEWSPAPER**

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
----------------------------	-----------------------

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, New York State Town Law mandates an Organizational Meeting to be held in January of each year for the purposes of adopting annual accounting procedures; and

WHEREAS, the Town deems it necessary to further ensure the organization of Town function by making appointments that guarantee the continuation of daily operations.

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit designates *The Post* as the official Town newspaper.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A RESOLUTION RATIFYING AND APPROVING APPOINTMENTS MADE BY THE SUPERVISOR IN 2019 OF SEASONAL, ON-CALL, PART-TIME AND TEMPORARY STAFF AND AUTHORIZING THE SUPERVISOR TO APPOINT SEASONAL, ON-CALL, PART-TIME AND TEMPORARY STAFF FOR THE YEAR 2020 FOR THE TOWN OF IRONDEQUOIT

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
Kimie Romeo	Town Board Member
John Perticone	Town Board Member
Peter Wehner	Town Board Member

Harter Secrest & Emery LLP	Attorney for the Town
----------------------------	-----------------------

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, the Town Board desires to delegate to the Supervisor, David A. Seeley, the authority to hire seasonal, on-call, part-time and temporary employees for the Town for the year 2020; and

WHEREAS, Town Law § 29(16) provides that the Supervisor may exercise such powers on behalf of the Town Board as provided by resolution of the Town Board; and

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Irondequoit hereby ratifies and approves the seasonal, on-call, part-time and temporary appointments made by the Supervisor in 2019, a list of which appointments is attached hereto, and made a part hereof; and

AND, THEREFORE, BE IT FURTHER RESOLVED, that the Supervisor is hereby authorized to appoint seasonal, on-call, part-time and temporary employees of the Town, based upon the recommendation of appropriate staff and subject to ratification by the Town Board at year end, in 2020.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____

Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A
RESOLUTION AWARDED OF IRONDEQUOIT COMMUNITY CENTER EARLY
DEMOLITION HVAC PACKAGE**

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
John Peticone	Town Board Member
Kimie Romeo	Town Board Member
Peter Wehner	Town Board Member
Harter Secrest & Emery LLP	Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, it is necessary to contract for interior demolition services for the new Irondequoit Community Center to be located at Skyview on the Ridge (the “Project”); and

WHEREAS, the Town of Irondequoit issued an Invitation to Bid and caused the Notice to Bid to be published in the *Irondequoit Post* on December 5, 2019 as well as publishing the Invitation to Bid on the Town website in compliance with General Municipal Law § 103 and Chapter 51 of the Irondequoit Town Code, requesting bids for the Irondequoit Community Center- Early Demolition Package (Town Bid No. 2019-14), in order to compute the best value to the Town; and

WHEREAS, sealed bids were received and publicly opened and read on December 17, 2019; and

WHEREAS, the lowest responsible bidder for Irondequoit Community Center -Early Demolition HVAC Package was T. Bell Construction in the amount of \$22,200; and

WHEREAS, funding for this expense will be available in account 379-7140-2011; and

WHEREAS, pursuant to Town Board Resolution 2019-128, the Town Board adopted a Negative Declaration for the building of the new Irondequoit Community Center.

NOW THEREFORE BE IT RESOLVED, that the Town Board authorizes the award of Irondequoit Community Center-Early Demolition HVAC Package to T. Bell Construction, in the amount of \$22,200.

AND, BE IT FURTHER RESOLVED, that the Town Board authorizes the Town Supervisor to execute any and all documents related to these awards.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____



600 East Avenue, Suite 201
Rochester, NY 14607
(585) 924-3050
(585) 924-4320 Fax
www.christa.com

December 20, 2019

Town of Irondequoit
1280 Titus Avenue
Rochester, NY 14617

**RE: Irondequoit Community Center
Plumbing and HVAC Contracts**

Dear Supervisor Seeley:

On Thursday, December 19, 2019, Christa Construction de-scoped the apparent low bidder T. Bell Construction. in regards to both the Plumbing and HVAC Demolition Contracts.

Based upon the information presented at the conference, Christa finds that the submitted bids of **\$22,200.00 for HVAC Demolition and \$24,500 for Plumbing and Fire Protection Demolition** to be complete, competitive and compliant.

Christa has determined that T.Bell Construction. is cognizant of all the Drawings, Specifications and Addenda associated with the Project. T.Bell Construction. has demonstrated that they have a comprehensive understanding of the Construction Duration Schedule and acknowledge the milestones established therein.

Based upon our findings, Christa Construction has found that the submitted bid is complete, within market value and recommends that the Town of Irondequoit accept and award the HVAC and Plumbing Contracts to T.Bell Construction.

Sincerely,

A handwritten signature in blue ink that reads "John M. Radesi". The signature is written in a cursive, flowing style.

John M. Radesi
Vice President

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A
RESOLUTION AWARDED OF IRONDEQUOIT COMMUNITY CENTER EARLY
DEMOLITION ELECTRICAL PACKAGE**

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
John Perticone	Town Board Member
Kimie Romeo	Town Board Member
Peter Wehner	Town Board Member
Harter Secrest & Emery LLP	Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, it is necessary to contract for interior demolition services for the new Irondequoit Community Center to be located at Skyview on the Ridge (the “Project”); and

WHEREAS, the Town of Irondequoit issued an Invitation to Bid and caused the Notice to Bid to be published in the *Irondequoit Post* on December 5, 2019 as well as publishing the Invitation to Bid on the Town website in compliance with General Municipal Law § 103 and Chapter 51 of the Irondequoit Town Code, requesting bids for the Irondequoit Community Center- Early Demolition Package (Town Bid No. 2019-14), in order to compute the best value to the Town; and

WHEREAS, sealed bids were received and publicly opened and read on December 17, 2019; and

WHEREAS, the lowest responsible bidder for Irondequoit Community Center -Early Demolition Electrical Package was Kaplan-Schmidt Electric in the amount of \$108,000; and

WHEREAS, funding for this expense will be available in account 379-7140-2011; and

WHEREAS, pursuant to Town Board Resolution 2019-128, the Town Board adopted a Negative Declaration for the building of the new Irondequoit Community Center.

NOW THEREFORE BE IT RESOLVED, that the Town Board authorizes the award of Irondequoit Community Center-Early Demolition Electrical Package to Kaplan-Schmidt Electric, in the amount of \$108,000.

AND, BE IT FURTHER RESOLVED, that the Town Board authorizes the Town Supervisor to execute any and all documents related to these awards.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____



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December 20, 2019

Town of Irondequoit
1280 Titus Avenue
Rochester, NY 14617

RE: **Irondequoit Community Center
Electrical Demolition Contract**

Dear Supervisor Seeley:

On Thursday, December 19, 2019, Christa Construction de-scoped the apparent low bidder Kaplan-Schmidt Electrical, Inc. in regard to the Electric Demolition Contract.

Based upon the information presented at the conference, Christa finds that the submitted bid of **\$108,000.00** to be complete, competitive and compliant.

Christa has determined that Kaplan-Schmidt Electrical, Inc. is cognizant of all the Drawings, Specifications and Addenda associated with the Project. Kaplan-Schmidt Electrical, Inc. has demonstrated that they have a comprehensive understanding of the Construction Duration Schedule and acknowledge the milestones established therein.

Based upon our findings, Christa Construction has found that the submitted bid is complete, within market value and recommends that the Town of Irondequoit accept and award the General Demolition Contract to Kaplan-Schmidt Electrical, Inc.

Sincerely,

A handwritten signature in blue ink that reads "John M. Radesi". The signature is written in a cursive style with a large, stylized initial "J".

John M. Radesi
Vice President

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A
RESOLUTION AWARDING OF IRONDEQUOIT COMMUNITY CENTER EARLY
DEMOLITION GENERAL TRADES PACKAGE**

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
John Perticone	Town Board Member
Kimie Romeo	Town Board Member
Peter Wehner	Town Board Member
Harter Secrest & Emery LLP	Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, it is necessary to contract for interior demolition services for the new Irondequoit Community Center to be located at Skyview on the Ridge (the “Project”); and

WHEREAS, the Town of Irondequoit issued an Invitation to Bid and caused the Notice to Bid to be published in the *Irondequoit Post* on December 5, 2019 as well as publishing the Invitation to Bid on the Town website in compliance with General Municipal Law § 103 and Chapter 51 of the Irondequoit Town Code, requesting bids for the Irondequoit Community Center- Early Demolition Package (Town Bid No. 2019-14), in order to compute the best value to the Town; and

WHEREAS, sealed bids were received and publicly opened and read on December 17, 2019; and

WHEREAS, the lowest responsible bidder for Irondequoit Community Center -Early Demolition General Trades Package was Frederico Construction in the amount of \$480,000; and

WHEREAS, funding for this expense will be available in account 379-7140-2011; and

WHEREAS, pursuant to Town Board Resolution 2019-128, the Town Board adopted a Negative Declaration for the building of the new Irondequoit Community Center.

NOW THEREFORE BE IT RESOLVED, that the Town Board authorizes the award of Irondequoit Community Center-Early Demolition General Trades Package to Frederico Construction, in the amount of \$480,000.

AND, BE IT FURTHER RESOLVED, that the Town Board authorizes the Town Supervisor to execute any and all documents related to these awards.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____



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December 20, 2019

Town of Irondequoit
1280 Titus Avenue
Rochester, NY 14617

RE: **Irondequoit Community Center
General Demolition Contract**

Dear Supervisor Seeley:

On Thursday, December 19, 2019, Christa Construction de-scoped the apparent low bidder Frederico Demolition, LLC. in regard to the General Demolition Contract.

Based upon the information presented at the conference, Christa finds that the submitted bid of **\$480,000.00** to be complete, competitive and compliant.

Christa has determined that Frederico Demolition, LLC. is cognizant of all the Drawings, Specifications and Addenda associated with the Project. Frederico Demolition, Inc. has demonstrated that they have a comprehensive understanding of the Construction Duration Schedule and acknowledge the milestones established therein.

Based upon our findings, Christa Construction has found that the submitted bid is complete, within market value and recommends that the Town of Irondequoit accept and award the General Demolition Contract to Frederico Demolition, LLC.

Sincerely,

A handwritten signature in blue ink that reads "John M. Radesi". The signature is written in a cursive style with a large, stylized initial "J".

John M. Radesi
Vice President

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A
RESOLUTION AWARDED OF IRONDEQUOIT COMMUNITY CENTER EARLY
DEMOLITION FIRE PROTECTION & PLUMBING PACKAGE**

At the organizational meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 7th day of January, 2020 at 3:30 P.M. local time; there were:

PRESENT:

David Seeley	Town Supervisor
Patrina Freeman	Town Board Member
John Perticone	Town Board Member
Kimie Romeo	Town Board Member
Peter Wehner	Town Board Member
Harter Secrest & Emery LLP	Attorney for the Town

Town Board Member _____ offered the following resolution and moved its adoption:

WHEREAS, it is necessary to contract for interior demolition services for the new Irondequoit Community Center to be located at Skyview on the Ridge (the “Project”); and

WHEREAS, the Town of Irondequoit issued an Invitation to Bid and caused the Notice to Bid to be published in the *Irondequoit Post* on December 5, 2019 as well as publishing the Invitation to Bid on the Town website in compliance with General Municipal Law § 103 and Chapter 51 of the Irondequoit Town Code, requesting bids for the Irondequoit Community Center- Early Demolition Package (Town Bid No. 2019-14), in order to compute the best value to the Town; and

WHEREAS, sealed bids were received and publicly opened and read on December 17, 2019; and

WHEREAS, the lowest responsible bidder for Irondequoit Community Center -Early Demolition Fire Protection & Plumbing Package was T. Bell Construction in the amount of \$24,500; and

WHEREAS, funding for this expense will be available in account 379-7140-2011; and

WHEREAS, pursuant to Town Board Resolution 2019-128, the Town Board adopted a Negative Declaration for the building of the new Irondequoit Community Center.

NOW THEREFORE BE IT RESOLVED, that the Town Board authorizes the award of Irondequoit Community Center-Early Demolition Fire Protection & Plumbing Package to T. Bell Construction, in the amount of \$ 24,500

AND, BE IT FURTHER RESOLVED, that the Town Board authorizes the Town Supervisor to execute any and all documents related to these awards.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member _____ and duly put to vote, which resulted as follows:

Town Board Member	Wehner	voting	_____
Town Board Member	Perticone	voting	_____
Town Board Member	Romeo	voting	_____
Town Board Member	Freeman	voting	_____
Town Supervisor	Seeley	voting	_____



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December 20, 2019

Town of Irondequoit
1280 Titus Avenue
Rochester, NY 14617

**RE: Irondequoit Community Center
Plumbing and HVAC Contracts**

Dear Supervisor Seeley:

On Thursday, December 19, 2019, Christa Construction de-scoped the apparent low bidder T. Bell Construction. in regards to both the Plumbing and HVAC Demolition Contracts.

Based upon the information presented at the conference, Christa finds that the submitted bids of **\$22,200.00 for HVAC Demolition and \$24,500 for Plumbing and Fire Protection Demolition** to be complete, competitive and compliant.

Christa has determined that T.Bell Construction. is cognizant of all the Drawings, Specifications and Addenda associated with the Project. T.Bell Construction. has demonstrated that they have a comprehensive understanding of the Construction Duration Schedule and acknowledge the milestones established therein.

Based upon our findings, Christa Construction has found that the submitted bid is complete, within market value and recommends that the Town of Irondequoit accept and award the HVAC and Plumbing Contracts to T.Bell Construction.

Sincerely,

A handwritten signature in blue ink that reads "John M. Radesi". The signature is written in a cursive style with a prominent initial "J".

John M. Radesi
Vice President