

April 10, 2023
Town of Albion Regular Meeting

Agenda

1. Call Meeting to Order
2. Pledge of Allegiance
3. Exit Message
4. FYI: Remind residents to sign attendance sheet
5. Roll Call
6. Public Comment
7. Motion to approve agenda
8. Motion to approve the minutes of the March 13th meeting.
9. Resolution to approve the vouchers
10. Town hall roof bids
11. Discussion of water fountain in the Highway Garage
12. Union Contract – Expiring December 31, 2023
13. Resolution – County/Town sharing of sales tax
14. Strawberry Festival
15. Resolution – Fire District
16. Water rate increase discussion
17. Executive Session

10-Apr-23

Albion Town Board Regular Meeting

Please sign in:

1. _____	28. _____
2. _____	29. _____
3. _____	30. _____
4. _____	31. _____
5. _____	32. _____
6. _____	33. _____
7. _____	34. _____
8. _____	35. _____
9. _____	36. _____
10. _____	37. _____
11. _____	38. _____
12. _____	39. _____
13. _____	40. _____
14. _____	41. _____
15. _____	42. _____
16. _____	43. _____
17. _____	44. _____
18. _____	45. _____
19. _____	46. _____
20. _____	47. _____
21. _____	48. _____
22. _____	49. _____
23. _____	50. _____
24. _____	51. _____
25. _____	52. _____
26. _____	53. _____
27. _____	54. _____

April 10, 2023

Albion Town Board regular meeting held in the Town hall, 3665 Clarendon Rd.

Meeting called to order at 5:00 pm.

Pledge of Allegiance was said and the exit message was given.

Present were Councilperson Darlene Benton, Councilperson Sandra Bensley, Supervisor Richard Remley, Councilperson Terry Wilbert and Councilperson Arnold Allen.

Supervisor Richard Remley: I need a motion to approve the agenda.

Motion was made by Councilperson Darlene Benton and was seconded by Councilperson Terry Wilbert approving the agenda with the addition of solar project. Motion carried by the following vote:

Councilperson Darlene Benton, aye	Councilperson Sandra Bensley, aye
Supervisor Richard Remley, aye	Councilperson Terry Wilbert, aye
Councilperson Arnold Allen, aye	

Supervisor Richard Remley: I need a motion to approve the minutes.

Motion was made by Councilperson Arnold Allen and was seconded by Councilperson Darlene Benton approving the minutes of the March 13th meeting as published and submitted. Motion carried by the following vote:

Councilperson Darlene Benton, aye	Councilperson Sandra Bensley, aye
Supervisor Richard Remley, aye	Councilperson Terry Wilbert, aye
Councilperson Arnold Allen, aye	

Supervisor Richard Remley: I need a resolution for the vouchers.

Resolution #53 Payment of Claims

Whereas, the following are against the Town:

General, Highway, Water & Sewer 128 – 163 \$75,153.32

Motion was made by Councilperson Terry Wilbert and was seconded by Councilperson Darlene Benton authorizing the payment of the above listed claims. Resolution duly adopted by the following vote:

Councilperson Darlene Benton, aye	Councilperson Sandra Bensley, aye
Supervisor Richard Remley, aye	Councilperson Terry Wilbert, aye
Councilperson Arnold Allen, aye	

Supervisor Richard Remley: I need a resolution to award the Town hall roof bid.

Resolution #54 Town Hall Roof Bid Award

Whereas, the Albion Town Board solicited for bids for the replacement of the Town hall roof.

Whereas, six bids were received.

Now therefore be it resolved that the Albion Town Board awards the bid to Spring Sheet Metal and roofing in the amount of \$225,539.00 plus \$5800.00 for a 30-year warranty. Said notice of award in its entirety is hereby filed with and made a part of these minutes.

Motion was made by Councilperson Terry Wilbert and was seconded by Councilperson Darlene Benton authorizing the acceptance of this Resolution. Resolution duly adopted by the following vote:

Councilperson Darlene Benton, aye	Councilperson Sandra Bensley, aye
Supervisor Richard Remley, aye	Councilperson Terry Wilbert, aye

NOW THEREFORE BE IT RESOLVED:

Section 1 The Albion Town Board does approve the engagement of Raymond S. DiRaddo, Esq. as outside counsel to assist James D. Bell, Esq. in any possible Fire District formation.

Section 2 Albion Town Supervisor Remley and Attorney for the Town of Albion James D. Bell, Esq. are authorized to sign a legal services agreement with Raymond S. DiRaddo, Esq.

Section 3 Raymond S. DiRaddo, Esq. is to submit periodic vouchers for payment through James D. Bell, Esq. at the rate of \$175.00 per hour and may include his services since February 24, 2023.

Section 4 The aforesaid approval is contingent upon similar approvals by Resolution from the Town of Gaines and The Village of Albion.

Section 5 This Resolution shall take effect immediately.

Motion was made by Councilperson Sandra Bensley and was seconded by Councilperson Arnold Allen authorizing the acceptance of this Resolution. Resolution duly adopted by the following vote:

Councilperson Darlene Benton, aye

Councilperson Sandra Bensley, aye

Supervisor Richard Remley, aye

Councilperson Terry Wilbert, aye

Councilperson Arnold Allen, aye

Supervisor Richard Remley: I need a motion to close.

Motion was made by Councilperson Terry Wilbert and was seconded by Councilperson Arnold Allen authorizing the closing of the meeting at 5:56 pm. Motion carried by the following vote:

Councilperson Darlene Benton, aye

Councilperson Sandra Bensley, aye

Supervisor Richard Remley, aye

Councilperson Terry Wilbert, aye

Councilperson Arnold Allen, aye

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	1	0.56
	Misc. Fees	Cert. Copies - Death	21	210.00
		Cert. Copies - Marriage	1	10.00
		Genealogy Search	2	12.00
		Sub-Total:		\$232.56
A2544	Dog Licensing	Female, Spayed	16	144.00
		Female, Unspayed	3	51.00
		Male, Neutered	11	99.00
		Male, Unneutered	6	102.00
		Replacement Tags	2	6.00
		Sub-Total:		\$402.00
B1560	Building Permits	Building Permits	5	856.60
		Sub-Total:		\$856.60
Total Local Shares Remitted:				\$1,491.16
Amount paid to: NYS Ag. & Markets for spay/neuter program				54.00
Amount paid to: NYS Environmental Conservation				9.44
Total State, County & Local Revenues:		\$1,554.60		Total Non-Local Revenues: \$63.44

To the Supervisor:

Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Sarah M. Basinait, Town Clerk, Town of Albion during the period stated above, in connection with my office, excepting only such fees and monies, the application of which are otherwise provided for by law.

Supervisor

Date

Town Clerk

Date

Monthly Report March 2023

Plow 10x Salt 12x

Clean equipment

Patch pot holes

Install 2 meter pits (Phipps Road)

Repair 2 curb stops (Phipps Road)

Grease equipment

254 brake work/axle seals (J&M Repair)

Sale of surplus equipment (RTI Auctions)

Cut trees (OCH, T/Barre, T/Clarendon)

Pull sewer pump for repair

Stone in plow turn arounds

Break room upgrades

Service mini bucket

Locate & GPS curb boxes WD #1-2

Replace hydrant markers

Rebuild water meters

Begin yard damage from plow

Monthly meter pit reads

Communications: Attend Advocacy Day, DBP webinar (Mike/Joe), OCH bid openings, Monroe Ambulance, Water Advisory comm., FEMA flood webinar, Holler water sample, Chlorine Lab class,

3665 Clarendon Road Albion, NY 14411 • 585-589-7048 x3 • highway@townofalbion.com

TOWN OF ALBION HIGHWAY AND WATER



35th Annual
ALBION
STRAWBERRY FESTIVAL
June 9 & 10, 2023



March 8, 2023

Town Supervisor F. Richard Remley
Town Council Persons
Town of Albion
3665 Clarendon Road
Albion, NY 14411

RE: 2023 Strawberry Festival

Dear Mr. Remley:

The Strawberry Festival Committee thanks you and the Albion Town Council for supporting the Albion Rotary Strawberry Festival in 2022.

Again, we ask for your financial support for the 35th Annual Albion Rotary Strawberry Festival being held on June 9th and 10th, 2023. This year's festival will have parade, crafters on the Courthouse lawn, entertainment at the Courthouse and venues downtown. There will be food vendors on E. Bank Street, Children's activities at the Fun Faire, a Cruise-in and Turtle Race in the Canal. This year we are adding a fundraising event for Basketball Courts at Bullard which sponsored by Greater Albion Concerts and Events, inc. along with Dubby's tailgate. They will have a beer/wine tent on Friday night, cornhole tournament and music. Saturday will be youth 3on3 tournament everything in front of closed bridge on main street.

Thank you in advance. Should you have any questions or concerns, please feel free to contact me.

Sincerely,

June Persia, Chair of the 2023 Strawberry Festival

(585) 704-1994



P.O. Box 356 • Albion, NY 14411
A Community Celebration • www.AlbionStrawberryFestival.com

April 7, 2023

Supervisor F. Richard Remley
and Town Board Members
Town of Albion
3665 Clarendon Road
Albion, New York 14411

**RE: TOWN OF ALBION – TOWN HALL ROOF REPLACEMENT
REVIEW AND SUMMARY OF BIDS
MRB GROUP PROJECT NO. 0103.20001.000**

Dear Dick and Town Board Members,

Bids were received and opened for the above referenced project on Monday March 27, 2023 at the Town of Albion Town Hall. Attached is the Bid Tabulation for the Project.

The lowest bid price received was provided by Spring Sheet Metal and Roofing, LLC located in Rochester, New York with a **Total Amount Base Bid of \$219,739.00**. The bid provided by Spring Sheet Metal and Roofing, LLC appears to be complete and properly executed. After review of their bid and discussions with Eric Warren, Operating Member/Vice-President from Spring Sheet Metal and Roofing, LLC, we offer the following:

- Spring Sheet Metal and Roofing, LLC has provided information for our review regarding their company history, references and other information. They have been in business since 2016 under the current name, however, have been around for many decades under a separate company name and structure, has identified thirty-five (35) projects totaling nearly \$19 Million Dollars in value.
- Spring Sheet Metal and Roofing, LLC has indicated they are comfortable with their bid and have indicated that they are willing to proceed with the Project. They indicated that the work will be completed within 3-4 weeks (weather permitting). They indicated that they would like to start construction once the Contract Agreement has been executed and indicated they would complete the work before the end of June 2023.
- Spring Sheet Metal and Roofing, LLC has indicated that they would be using the Carlisle Roofing material as per the specifications that we have prepared.
- Spring Sheet Metal and Roofing, LLC indicated that they would be utilizing Environmental Construction Group (ECG), a local asbestos removal company to provide the material tear off due to the anticipated asbestos material present, and have included the removal and disposal costs accordingly.

- We received bids from six (6) Contractors, with bids ranging from a low bid of \$219,739.00 to a high bid of \$271,256.00. The bids were very competitive, indicating a clear understanding of the project requirements. We feel their bid price is a true representation of costs to complete this work.
- Spring Sheet Metal and Roofing, LLC provided an Alternate Bid Price of \$5,800.00 to extend the manufacturers limited warranty from 20-years to 30-years.
- MRB Group has limited prior experience working with Spring Sheet Metal and Roofing, LLC and know of no concerns with their company. We have reviewed their project references and they appear to be capable of completing the work planned for this project.

At this time, we see no reason that the Town should deny a contract award for the Project to Spring Sheet Metal and Roofing, LLC.

If the Town Board hereby agrees to Award the Albion Town Hall Roof Replacement Project to Spring Sheet Metal and Roofing, LLC, and including the Alternate 1 for extension of the warranty, we suggest that you consider the following resolution:

"Award of the Albion Town Hall Roof Replacement to Spring Sheet Metal and Roofing, LLC Base Bid in the amount of \$219,739.00 plus the Alternate Bid for extending the limited warranty from 20 to 30-years in the amount of \$5,800.00, for a Total Amount Bid of \$225,539.00. The Town Board authorizes the Town Supervisor to execute all Contract Documents relating to the Project."

Once a determination has been made by the Town Board regarding Award of the Contract, we will prepare the Notice of Award and forward it to you for your execution.

If you have any questions, please do not hesitate to call or email me.

Very Truly Yours,



Paul Chatfield, P.E.

Senior Project Manager

Enc. (Bid Tabulation)

Copies by email only w/ Enc. to:

Sarah Basinait, Town Clerk

Dan Strong and Chris Kinter, Code Enforcement Officers

Michael Neidert, Town Highway Superintendent

Robert Wolfe, RA, Wolfe Architecture

TOWN OF ALBION
TOWN HALL ROOF REPLACEMENT
MRB PROJECT NO. 0103.20001
MARCH 2023

BID TABULATION

SUMMARY OF BIDS RECEIVED
MARCH 27, 2023
11 AM

Item No.	Item Description	Qty.	Unit	Contractor #1		Contractor #2		Contractor #3		Contractor #4		Contractor #5		Contractor #6	
				Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total	Unit Price	Total
1	Replacement of Town Hall Roof	1	LS	\$ 203,245.00	\$ 203,245.00	\$ 216,760.00	\$ 216,760.00	\$ 215,900.00	\$ 215,900.00	\$ 230,950.00	\$ 230,950.00	\$ 232,900.00	\$ 232,900.00	\$ 245,858.00	\$ 245,858.00
06106	Blocking (2x6)	950	LF	\$ 7.40	\$ 7,030.00	\$ 3.06	\$ 2,807.00	\$ 4.50	\$ 4,275.00	\$ 6.00	\$ 5,700.00	\$ 6.80	\$ 6,460.00	\$ 11.00	\$ 10,450.00
06108	Blocking (2x8)	1300	LF	\$ 7.28	\$ 9,464.00	\$ 3.70	\$ 4,810.00	\$ 9.00	\$ 11,700.00	\$ 8.00	\$ 10,400.00	\$ 8.00	\$ 10,400.00	\$ 11.50	\$ 14,950.00
	Total Base Bid:			\$	\$ 219,739.00	\$	\$ 224,477.00	\$	\$ 226,375.00	\$	\$ 247,050.00	\$	\$ 249,000.00	\$	\$ 271,256.00
Add Alt. 1 Provide 30 yr Warranty in lieu of 20 yr				\$	\$ 5,800.00	\$	\$ 14,000.00	\$	\$ 6,000.00	\$	\$ 15,550.00	\$	\$ 4,000.00	\$	\$ 8,000.00

NOTICE OF AWARD

Date of Issuance: April 10, 2023

Owner: Town of Albion

Owner's Contract No.:

Engineer: MRB Group

Engineer's Project No.: 0103.20001.000

Project: Town Hall Roof Replacement

Contract Name: General

Bidder: Spring Sheet Metal & Roofing, LLC

Bidder's Address: 678 Clinton Ave. South, Rochester, NY 14620

TO BIDDER:

You are notified that Owner has accepted your Bid dated March 27, 2023 for the above Contract, and that you are the Successful Bidder and are awarded a Contract for the Town Hall Roof Replacement.

The Contract Price of the awarded Contract is: Two Hundred Twenty-Five Thousand Five Hundred Thirty-Nine Dollars \$ 225,539.00 (Base Bid and Alternate 1)

One [1] unexecuted counterparts of the Agreement accompany this Notice of Award, and one copy of the Contract Documents accompanies this Notice of Award, or has been transmitted or made available to Bidder electronically.

☒ a set of the Drawings will be delivered separately from the other Contract Documents.

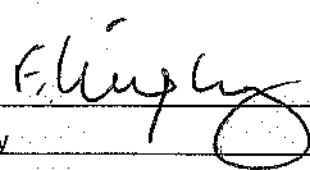
You must comply with the following conditions precedent within 15 days of the date of this Notice of Award:

1. Deliver to Owner one [1] counterparts of the Agreement, fully executed by Bidder.
2. Deliver with the executed Agreement(s) the Contract security *[e.g., performance and payment bonds]* and insurance documentation as specified in the Instructions to Bidders and General Conditions, Articles 2 and 6.
3. Other conditions precedent (if any): N/A

Failure to comply with these conditions within the time specified will entitle Owner to consider you in default, annul this Notice of Award, and declare your Bid security forfeited.

Within ten days after you comply with the above conditions, Owner will return to you one fully executed counterpart of the Agreement, together with any additional copies of the Contract Documents as indicated in Paragraph 2.02 of the General Conditions.

Owner: Town of Albion

Authorized Signature: 

By: (Print) F. Richard Remley

Title: Supervisor

Copy: Engineer

Village of Albion

Incorporated Since 1828

35 – 37 East Bank Street

Albion NY, 14411

Phone: 585-589-9176 * Fax: 585-589-1218

Mayor – **Angel Javier Jr.**

Deputy Mayor – **Joyce Riley**

Trustee – **Christopher Barry**

Trustee – **Zachary Burgess**

Trustee – **Tim McMurray**

Clerk/Treasurer – **Tracy Van Skiver**

Village Attorney – **John C. Gavenda**

March 31, 2023

Town of Albion
3665 Clarendon Rd
Albion, NY 14411

Re: Agreement for Sale of Surplus water

Please be informed the Village of Albion will increase the water rate to your municipality.

Pursuant to the Agreement for the Sale of Surplus water, your municipality has three(3) months to provide written notice to the Village of Albion for the opportunity to review the basis and/or justification of the increase in the water rate.

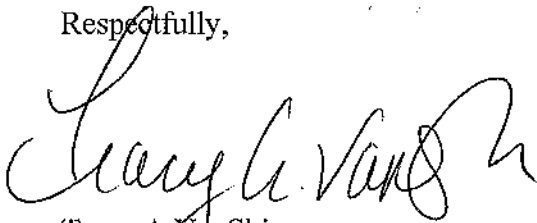
The last increase in water price was in January 2014.

The new rate of \$3.34 per 1,000 gallons of water will take effect in your July through September 2023 billing cycle.

We are continuing to make significant capital investment in our water infrastructure in order to ensure that our community will continue to enjoy the benefits of safe and efficient drinking water systems well into the future.

If you have any questions regarding this matter, please contact the Village office.

Respectfully,



Tracy A. VanSkiver
Clerk-Treasurer
Village of Albion
(585)589-9176 ext. 104