

RESOLUTION #

FINANCE - BUDGET TRANSFERS OPERATING FUNDS

WHEREAS, the Finance Director has determined budget transfers are required in the Operating Funds including the General (A) Fund, Town Outside Village (B) Fund and the Highway (DB) Fund, and

WHEREAS, there are available funds within the respective Operating Funds to cover these transfers, now, therefore, be it

RESOLVED that the following 2025 budget transfers be approved in the Operating Funds as recommended by the Finance Director as listed below,

TO:			FROM:		
Account No.	Description	Amount	Account No.	Description	Amount
A.1110.100	Justice Personnel	\$18,042.69	A.1110.800	Justice Benefits	\$18,042.69
A.1620.400	Buildings Contractual	\$9,479.06	A.1620.100	Buildings Personnel	\$9,479.06
A.7020.400	Recreation Admin Contractual	\$6,801.52	A.7020.100	Recreation Personnel	\$6,801.52
A.7110.400	Parks Contractual	\$6,955.55	A.7110.100	Parks Personnel	\$6,955.55
A.8160.100	Refuse Personnel	\$7,678.56	A.8160.800	Refuse Benefits	\$7,678.56
A.9030.800	Social Security Employees	\$21,147.70	A.1220.800	Supervisor Benefits	\$21,147.70
B.3620.100	Building Personnel	\$7,786.20	B.3620.800	Building Benefits	\$7,786.20
B.8140.100	Stormwater Personnel	\$8,488.09	B.8020.100	Planning Personnel	\$8,488.09
DB.5142.150	Snow Removal Personnel	\$19,192.83	DB.5142.400	Snow Removal Contractual	\$19,192.83
DB.9030.800	Social Security Employees	\$7,093.00	DB.5142.400	Snow Removal Contractual	\$7,093.00
DB.9050.800	Unemployment Insurance	\$6,083.00	DB.5142.400	Snow Removal Contractual	\$6,083.00

RESOLVED that all entries to achieve the above-mentioned budget transfers be completed upon Town Board approval of this resolution, and

RESOLVED that a copy of this Resolution be forwarded to the Town Clerk and Finance Director.

RESOLUTION NO.

AUTHORIZATION TO PURCHASE 2026 MILTON CATERPILLAR 255 COMPACT TRACK LOADER,
OFF NEW YORK STATE BID CONTRACT AWARD NUMBER PGB-23345, CONTRACT NUMBER
PC70886 FROM MILTON CAT, IN TRADE FOR THE 2020 BOBCAT T595 TRACK LOADER

WHEREAS, the Highway, Stormwater and Parks Departments have the need to purchase a 2026 Milton Caterpillar 255 Compact Track Loader for projects and trade the 2020 Bobcat T595 Track Loader Serial # B3NK38217; and

WHEREAS, this equipment is available for purchase off New York State Bid Award PGB-23345, Contract Number PC70886 from Milton Cat; and

WHEREAS, funds are available in the 2026 budget lines DB.5130.200 Highway Equipment for an amount of Twenty-Nine Thousand Seven Hundred Ninety dollars and eighty cents (\$29,790.80), Budget Line B.8140.200 Stormwater Management Equipment for an amount of Twenty-Nine Thousand Seven Hundred Ninety dollars and seventy-nine cents (\$29,790.79), and Budget Line A.7110.200 Parks Equipment for an amount of Twenty-Nine Thousand Seven Hundred Ninety dollars and seventy-nine cents (\$29,790.79); now, therefore be it

RESOLVED that the Town Board authorizes the Highway Superintendent to purchase a 2026 Milton Caterpillar 255 Compact Track Loader at a cost not to exceed One Hundred Nineteen Thousand Three Hundred Seventy-Two Dollars and thirty-eight cents (\$119,372.38) less the trade-in value of the 2020 Bobcat T595 Track Loader Serial #B3NK38217 of Thirty Thousand dollars (\$30,000.00), for a final cost not to exceed Eighty Nine Thousand Three Hundred Seventy Two dollars and thirty-eight cents (\$89,372.38); and further

RESOLVED that a copy of this resolution be forwarded to Highway Superintendent, Planning and Building Department, Parks and Recreation Department, Finance Department, Town Clerk, and Milton Cat, 4610 East Saile Drive, Batavia, NY 14020.

RESOLUTION NO.

AUTHORIZATION FOR PURCHASE OF 2026 CHEVROLET SILVERADO 2500HD CREW CAB WITH WESTERN WIDEOUT EXPANDABLE PLOW OFF NEW YORK STATE AWARD NUMBER #23166 CONTRACT PC68975 AND RETAIN 2021 FORD F150 FOR USE IN THE PARKS DEPARTMENT

WHEREAS, the Highway Department has the need to purchase a 2026 Chevrolet Silverado 2500HD with a Western Wideout Expandable Plow for Highway Department operations and the Parks Department would like to retain the 2021 Ford F150 (VIN#1FTFX1E52MFD10766) for parks operations, and;

WHEREAS, this vehicle with the plow is available for purchase off New York State Bid Award #23166 Contract PC68975 through Jim Barnard Chevrolet at a cost of Seventy-Three Thousand Five Hundred Fifty-Six Thousand dollars and Ninety-Three cents (\$73,556.93); and

WHEREAS, funds are available in the 2026 Budget line item DB.5130.200 Highway Equipment for the purchase of a pick-up truck with plow for Highway Department operations to replace an existing vehicle, which will be retained by the Town of Victor Parks Department: now, therefore, be it

RESOLVED that the Town Board authorizes the Highway Superintendent to purchase a 2026 Chevrolet Silverado 2500HD pick-up truck in an amount not to exceed Seventy-Three Thousand Five Hundred Fifty-Six dollars and Ninety-Three cents (\$73,556.93) through New York State Bid Award #23166 Contract PC68975; and further

RESOLVED that the 2021 F150 pick-up truck VIN#1FTFX1E52MFD10766 be added to the Parks Department fleet; and further

RESOLVED that a copy of this resolution be forwarded to Highway Superintendent, Parks Director, Town Clerk, Finance Department and Jim Barnard Chevrolet, 7101 West Buffalo Road, Churchville, NY 14428.

RESOLUTION NO.

AUTHORIZATION FOR PURCHASE OF 2026 FORD F150 XLT OFF NEW YORK STATE AWARD NUMBER #23166 CONTRACT PC68973 AND DECLARE THE 2021 FORD F150 SURPLUS

WHEREAS, the Highway Department has the need to purchase a 2026 Ford F150 XLT for Highway Department operations and declare the 2021 Ford F150 (Vin #1FTFX1E52MFD10766) as surplus, and;

WHEREAS, this vehicle is available for purchase off New York State Bid Award #23166 Contract PC68973 through McGuire Motors, LLC at a cost of Sixty-Two Thousand Two Hundred Fifty-Nine Thousand dollars and fifty-six cents (\$62,259.56); and

WHEREAS, funds are available in the 2026 Budget line item DB.5130.200 Highway Equipment for the purchase of a pick-up truck for Highway Department operations to replace an existing vehicle, which will be declared surplus and sold at auction; now, therefore, be it

RESOLVED that the Town Board authorizes the Highway Superintendent to purchase a 2026 Ford F150 XLT pick-up truck in an amount not to exceed Sixty-Two Thousand Two Hundred Fifty-Nine Thousand dollars and fifty-six cents (\$62,259.56) through New York State Bid Award #23166 Contract PC68973; and further

RESOLVED that a copy of this resolution be forwarded to Highway Superintendent, Finance Department, Town Clerk, and Maguire Ford, 504 South Meadow Street, Ithaca, NY 14850.

SECTION 00030
ADVERTISEMENT FOR BIDS

The Town of Victor will receive sealed bids for the 2026 **ROWLEY ROAD CULVERT REPLACEMENT** project. Sealed Bids will be received and bids publicly opened and read at the following place and time:

Place: Town of Victor
Main Meeting Room
85 East Main Street
Victor, NY 14564

Date: Thursday, March 12, 2026
Time: 10:00 A.M. local time

The project principally involves the replacement of the existing concrete box culvert located under Rowley Road, just south of the Rowley Road / Willowbrook Road intersection, with a new 6'-8" x 4'-4" precast concrete box culvert and wing walls.

The foregoing is a general outline of work only and shall not be construed as a complete description of the work to be performed under this contract. Plans and specifications are available for inspection at the following location(s) and may be obtained upon payment of fifty (\$50) dollars for each set of documents requested.

Representative: Rotolite Elliott

Place: 1 Grove Street
Pittsford, NY 14534
(585) 385-1463
M-F 8:00 a.m. to 5:00 p.m.

Check for Plans and Specifications shall be made payable to the Town of Victor.

Bidding Documents also may be examined online with an online payment by visiting www.recplanroom.com (click Public Jobs under the Menu Tab on the left hand side of the plan room homepage). Once you are in the public plan room, please select the link for the **ROWLEY ROAD CULVERT REPLACEMENT**.

Refunds for payment for one (1) copy of the Plans and Specifications will be made to those submitting Bids on the forms furnished, if returned in good condition to the Town Clerk within thirty (30) days from the bid opening date.

Bids must be made in writing on the forms furnished and shall be accompanied by a bid guarantee for an amount not less than five percent (5%) of the amount bid in accordance with the INSTRUCTIONS TO BIDDERS.

The Town of Victor is exempt under New York State Tax law, and therefore, no sales tax on the cost of materials incorporated into the project shall be included in the bid.

The successful Bidder will be required to furnish and pay for satisfactory performance and labor and material bonds in accordance with the INSTRUCTIONS TO BIDDERS.

The Town of Victor reserves the right to consider bids for forty-five (45) days after the receipt before awarding any contract. The Town of Victor further reserves the right to reject any and all bids.

Contractors are required to complete and submit the following forms with their bids:

- Section 00480 - Non-collusive Bidding Certificate
- Section 00490 - Site Investigation Certificate

The Town of Victor has been and will continue to be an equal employment organization. All qualified Minority and Women-Owned Business Enterprises (MWBE) suppliers, contractors and / or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, gender, age, disability, sexual orientation or Vietnam Era Veterans status.

Dated: February, 2026

Karen C. Bodine Town Clerk

SECTION 00030
ADVERTISEMENT FOR BIDS

The Town of Victor will receive sealed bids for the 2026 **COBBLESTONE CREEK DEVELOPMENT ROAD REHABILITATION, PHASE 2** project. Sealed Bids will be received and bids publicly opened and read at the following place and time:

Place: Town of Victor
Main Meeting Room
85 East Main Street
Victor, NY 14564

Date: Thursday, March 5, 2026
Time: 10:00 A.M. local time

The project principally involves the reconstruction of concrete gutters and replacement of deteriorated corrugated metal pipe (CMP) laterals within the Cobblestone Creek Development. Phase 2 of the project involves work on approximately 6,400+/- feet of road which includes the following segments:

- Chesire Ridge
- Cobble Creek Road (from 180 feet northeast of Gillis Road entrance to 45 Cobble Creek Road)

The foregoing is a general outline of work only and shall not be construed as a complete description of the work to be performed under this contract. Plans and specifications are available for inspection at the following location(s) and may be obtained upon payment of fifty (\$50) dollars for each set of documents requested.

Representative: Rotolite Elliott

Place: 1 Grove Street
Pittsford, NY 14534
(585) 385-1463
M-F 8:00 a.m. to 5:00 p.m.

Check for Plans and Specifications shall be made payable to the Town of Victor.

Bidding Documents also may be examined online with an online payment by visiting www.recplanroom.com (click Public Jobs under the Menu Tab on the left hand side of the plan room homepage). Once you are in the public plan room, please select the link for the **COBBLESTONE CREEK DEVELOPMENT ROAD REHABILITATION, PHASE 2**.

Refunds for payment for one (1) copy of the Plans and Specifications will be made to those submitting Bids on the forms furnished, if returned in good condition to the Town Clerk within thirty (30) days from the bid opening date.

Bids must be made in writing on the forms furnished and shall be accompanied by a bid guarantee for an amount not less than five percent (5%) of the amount bid in accordance with the INSTRUCTIONS TO BIDDERS.

The Town of Victor is exempt under New York State Tax law, and therefore, no sales tax on the cost of materials incorporated into the project shall be included in the bid.

The successful Bidder will be required to furnish and pay for satisfactory performance and labor and material bonds in accordance with the INSTRUCTIONS TO BIDDERS.

The Town of Victor reserves the right to consider bids for forty-five (45) days after the receipt before awarding any contract. The Town of Victor further reserves the right to reject any and all bids.

Contractors are required to complete and submit the following forms with their bids:

- Section 00480 - Non-collusive Bidding Certificate
- Section 00490 - Site Investigation Certificate

The Town of Victor has been and will continue to be an equal employment organization. All qualified Minority and Women-Owned Business Enterprises (MWBE) suppliers, contractors and / or businesses will be afforded equal opportunity without discrimination because of race, color, religion, national origin, gender, age, disability, sexual orientation or Vietnam Era Veterans status.

Dated: February, 2026

Karen C. Bodine Town Clerk

RESOLUTION NO.

ADOPTION OF THE GENDER-BASED VIOLENCE AND THE WORKPLACE POLICY FOR NEW YORK STATE BIDDERS

WHEREAS, effective November 5, 2025, New York State Finance Law § 139-m requires all bidders submitting competitive bids for public contracts to certify that they have adopted and implemented a written Gender-Based Violence and the Workplace Policy; and

WHEREAS, State Finance Law § 139-m further requires that such policy be provided to all employees, directors, and board members of the bidding entity, and that certification of compliance be affirmed under penalty of perjury as part of the bid submission; and

WHEREAS, failure to include the required certification renders a bid ineligible for award unless accompanied by a written explanation of non-compliance as permitted by law; and

WHEREAS, guidance issued by the New York State Office for the Prevention of Domestic Violence (OPDV) and the New York State Division of Human Rights outlines minimum policy requirements, including employee access to information and resources, referrals to supportive services, non-retaliation protections, and compliance with applicable state laws such as the SAFE Leave Act and the New York State Human Rights Law; and

WHEREAS, the Town of Victor seeks to ensure compliance with State Finance Law § 139-m and to promote safe, equitable, and supportive workplace practices through its procurement and contracting processes; now, therefore, be it

RESOLVED, that the Victor Town Board hereby adopts the Gender-Based Violence and the Workplace Policy for New York State Bidders, consistent with the requirements of State Finance Law § 139-m and applicable New York State guidance; and be it further

RESOLVED, that said policy shall be incorporated into all Requests for Bids, Requests for Proposals, and other competitive procurement documents issued by the Town of Victor where competitive bidding is required by law; and be it further

RESOLVED, that all bidders shall be required to certify compliance with the adopted policy as a mandatory condition of bid submission, and that bids lacking such certification shall be deemed non-responsive in accordance with State law; and be it further

RESOLVED, that the Town Supervisor, Department Heads, Human Resources Department, and any other appropriate officials are hereby authorized and directed to implement and administer this policy and ensure compliance with applicable procurement requirements, and be it further

RESOLVED that a copy of this resolution and the policy be sent to all Department Heads and any other entity involved in procuring grants or services on behalf of the Town of Victor.

RESOLUTION NO.

Acceptance of Resignation – Special Events Coordinator

WHEREAS, Caitlyn Bailey is currently employed by the Victor Recreation Department in the position of Special Events Coordinator; and

WHEREAS, Caitlyn Bailey has submitted her resignation from the position of Special Events Coordinator in order to accept an appointment to the position of Recreation Supervisor;

NOW, THEREFORE, BE IT RESOLVED, that the Victor Town Board hereby accepts the resignation of Caitlyn Bailey from her position as Special Events Coordinator with the Victor Recreation Department, effective February 10, 2026.

Resolution No.

Appointment of Recreation Supervisor – Victor Recreation Department

WHEREAS, the position of Recreation Supervisor for the Victor Recreation Department has become vacant due to the appointment of Michael Stockman to the position of Interim Director of Recreation; and

WHEREAS, the Victor Town Board desires to fill the position of Recreation Supervisor to ensure the continued efficient operation of the Victor Recreation Department; and

WHEREAS, Caitlyn Bailey is currently employed by the Victor Recreation Department and possesses the qualifications, experience, and institutional knowledge necessary to successfully serve in this role; and

WHEREAS, funding for this position is provided for in the 2026 Town Budget;

NOW, THEREFORE, BE IT RESOLVED, that the Victor Town Board hereby appoints Caitlyn Bailey to the position of Recreation Supervisor for the Victor Recreation Department, effective February 10, 2026; and

BE IT FURTHER RESOLVED, that Caitlyn Bailey shall receive a salary of \$71,039.49 per year, said compensation to be charged to the 2026 Town Budget Line Item #7020.100 – Recreation Administration, Personal Services; and

BE IT FURTHER RESOLVED, that this appointment is made as a replacement for Michael Stockman, who is now serving as Interim Director of Recreation.

RESOLUTION NO.

APPOINTMENT OF DENISE GIORDANO AS CLERK TO THE TOWN JUSTICE

WHEREAS, Amanda Curry currently serves as the Appointed Clerk to the Town Justice for the Honorable Reid Holter; and

WHEREAS, Amanda Curry has provided tentative notice of her resignation, effective June 2026; and

WHEREAS, Judge Holter has recommended the appointment of Denise Giordano to fill the anticipated vacancy; and

WHEREAS, Judge Holter has requested a start date of February 23, 2026, to allow for training and transition purposes; now, therefore, be it

RESOLVED, that the Victor Town Board hereby approves the appointment of Denise Giordano to the position of Clerk to the Town Justice for the Victor Courts, effective February 23, 2026; and be it further

RESOLVED, that Denise Giordano shall be compensated at a rate of \$34.14 per hour; and be it further

RESOLVED, that said compensation shall be charged to the 2026 Budget Line Item A.1100.100 – Justice, Personal Services, and be it further

RESOLVED that a copy of this resolution be sent to Denise Giordano, Justice Reid Holter, Finance, and Human Resources.

RESOLUTION NO.

APPOINTMENT OF HAYDEN NEARPASS TO FULL-TIME CLEANER / RECREATION LEADER HYBRID POSITION

WHEREAS, the resignation of Ken Wilson from the position of Part-time Cleaner has created a staffing need within the Town of Victor; and

WHEREAS, the Town of Victor has identified a need for a full-time Cleaner / Recreation Leader hybrid position in order to meet operational needs across multiple departments; and

WHEREAS, Hayden Nearpass has been recommended to fill said position; now, therefore, be it

RESOLVED, that the Victor Town Board hereby appoints Hayden Nearpass to the full-time Cleaner / Recreation Leader hybrid position, effective February 4, 2026; and be it further

RESOLVED, that said position shall consist of a total of forty (40) hours per week with a flexible schedule to meet the operational needs of both roles; and be it further

RESOLVED, that Hayden Nearpass shall be compensated at a rate of \$23.38 per hour for hours worked as a Cleaner, to be charged to the 2026 Town Budget Line Item A.1620.100 – Buildings, Personal Services; and be it further

RESOLVED, that Hayden Nearpass shall be compensated at a rate of \$20.30 per hour for hours worked as a Recreation Leader, to be charged to the 2026 Town Budget Line Item A.7020.100 – Recreation Administration, Personal Services, and be it further

RESOLVED that a copy of this resolution be sent to Hayden Nearpass, Michael Stockman – Director of Recreation, Finance, and Human Resources.

RESOLUTION NO.

APPOINTMENT OF MATTHEW HEILMANN AS CONSTRUCTION INSPECTOR

WHEREAS, there is currently a vacancy in the position of Construction Inspector within the Town of Victor Planning & Building Department; and

WHEREAS, the interview committee has recommended the appointment of Matthew Heilmann to fill said vacancy; now, therefore, be it

RESOLVED, that the Victor Town Board hereby appoints Matthew Heilmann to the position of Construction Inspector in the Planning & Building Department, effective March 2, 2026; and be it further

RESOLVED, that Matthew Heilmann shall be compensated at a rate of \$35.43 per hour; and be it further

RESOLVED, that said compensation shall be charged to the 2026 Budget Line Item B.3620.100 – Building Safety Inspection, Personal Services, and be it further

RESOLVED that a copy of this resolution be sent to Matthew Heilmann, Planning & Building Department, Finance, and Human Resources.

RESOLUTION NO.

TOWN BOARD APPOINTMENTS TO BOARD AND COMMITTEE POSITIONS

Pursuant to Town Code §211-8, §211-9, §15-2, §29-5, §36-2, the Victor Town Board hereby appoints the following residents to the boards and committees as identified below:

Myriam Contiguglia	Chair - Board of Assessment Review	December 31, 2027
--------------------	------------------------------------	-------------------

Now, therefore be it

RESOLVED that a copy of this resolution shall be forwarded to the Human Resources Director, Manager of Technology Support, appointed board member, board chairs, department heads and Town Clerk.

RESOLUTION NO.

ACCEPTANCE OF THE RESIGNATION OF BRIDGET BARTHOLOMAY

WHEREAS, Bridget Bartholomay has served the Town of Victor as a Recreation Leader with Victor Parks & Recreation for the past year; and

WHEREAS, Bridget Bartholomay has submitted her resignation from said position, effective January 23, 2026; now, therefore, be it

RESOLVED, that the Victor Town Board hereby accepts the resignation of Bridget Bartholomay from the position of Recreation Leader with Victor Parks & Recreation, effective January 23, 2026; and be it further

RESOLVED, that the Victor Town Board expresses its appreciation and gratitude to Bridget Bartholomay for her service and dedication to the residents of the Town of Victor, and be it further

RESOLVED that a copy of this resolution be sent to Bridget Bartholomay, Michael Stockman – Director of Recreation, Finance, and Human Resources.

RESOLUTION NO.

ACCEPTANCE OF THE RESIGNATION OF KENNETH WILSON

WHEREAS, Kenneth Wilson has served the Town of Victor as a Part-Time Cleaner for the past 8 years; and

WHEREAS, Kenneth Wilson has submitted his resignation from said position, effective January 31, 2026; now, therefore, be it

RESOLVED, that the Victor Town Board hereby accepts the resignation of Kenneth Wilson from the position of Part-Time Cleaner, effective January 31, 2026; and be it further

RESOLVED, that the Victor Town Board expresses its appreciation and gratitude to Kenneth Wilson for his service and dedication to the residents of the Town of Victor over the past eight years, and be it further

RESOLVED that a copy of this resolution be sent to Kenneth Wilson, Finance, and Human Resources.

RESOLUTION NO.

APPROVAL OF ACQUISITION OF AN EASEMENT BY THE MONROE COUNTY WATER AUTHORITY PURSUANT TO §1096(6-a) OF NEW YORK'S PUBLIC AUTHORITIES LAW

WHEREAS, The Monroe County Water Authority ("Authority") intends to provide public water service to 400-441 Commerce Drive located in the Town of Victor; and

WHEREAS, the acquisition of the easement is necessary for operation, maintenance and the future replacement of the water main which will allow the Authority to continue to reliably provide potable water supply to the area; and

WHEREAS, the easement is located along the frontage of 400-441 Commerce Drive (Tax Acct. No. 6.04-1-78), which is owned by Main Street Shop, LLC; and

WHEREAS, §1096(6-a) of New York's Public Authorities Law requires the Authority to obtain the prior approval of the Town Board for the above-referenced acquisition; now therefore be it

RESOLVED, that the Town hereby approves of the Authority's acquisition of the frontage easement located at 400-441 Commerce Drive in accordance with §1096(6-a) of the New York Public Authorities Law and be it further

RESOLVED that a copy of this resolution be provided to the Authority.

RESOLUTION NO.

FINAL RELEASE - FOUR WINDS CHIMNEY

WHEREAS, Marathon Engineering received Planning Board approval for the Four Winds Chimney project at 700 Canning Parkway with the condition that a form of surety be submitted to cover the cost of improvements and infrastructure; and

WHEREAS, the Town Engineer has reviewed the request for release of funds from the Town's Surety Account and Statement of Construction Completed No. 2 prepared by Matt Tomlinson of Marathon Engineering, dated January 20, 2026; and

WHEREAS, in their February 4, 2026 letter, the Town Engineer recommended that Two Thousand Five Hundred (\$2,500.00) be released from said Surety Account conditioned upon payment of all fees owed the Town; now, therefore, be

RESOLVED that the Town Board hereby approves Release 2 from the Town of Victor Surety Account with Canandaigua National Bank in the amount of Two Thousand Five Hundred (\$2,500.00). This will leave a balance of \$0 in the said surety account; and

RESOLVED that a copy of this resolution be forwarded to the Town Engineer, Marathon Engineering, Four Winds Chimney, and Town Clerk