

A regular meeting of the Mendon Town Board was held at 7:00PM, Monday, September 11, 2017, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

**PRESENT:** John D. Moffitt, *Supervisor*  
 Cynthia M. Carroll } *Town*  
 Thomas G. Dubois } *Board*  
 Michael E. Roberts } *Members*

**ABSENT:** John L. Hagreen

**TOWN CLERK:** James P. Merzke

**OTHERS PRESENT:** William E. Smith, *Highway Superintendent*; Sheldon W. Boyce, Jr. Town Attorney, Bruce Peckham, *Zoning Board of Appeals Chairman*; and approximately 4 other people, including Library staff and members of the Library Board of Trustees.

*Supervisor Moffitt called the meeting to order at 7:00PM. The Pledge of Allegiance was recited.*

**AGENDA**

**(Resolution 17-205)**

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to adopt the agenda as presented. Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**PUBLIC COMMENT**

No one from the public wished to speak.

**COMMUNICATIONS**

**Town Clerk**

Mr. Merzke reported on conservation license sales and school tax collection, including that he would keep his office open until 4:00PM on Friday, September 15<sup>th</sup> to receive payments.

**Highway Superintendent**

Mr. Smith's distributed his report to the Board.

**Town Board**

Mrs. Carroll reported on the Library Board of Trustees, and stormwater concerns.

**Supervisor**

Supervisor Moffitt reported on the Highway employee's pagers; the sidewalk project on Quaker Meeting House Road; a shared services meeting at the County on September 13; a meeting with the Library Board of Trustees concerning grants; breakfast with the Mendon Business Association on September 29<sup>th</sup>; a Fiscal Stress webinar; and the Capital Improvement Program.

**TOWN CLERK'S MONTHLY REPORT**

**(Resolution 17-206)**

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to acknowledge receipt of the Town Clerk's Monthly Report for August 2017, showing receipts and disbursements in the amount of \$6,144.93. Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**MINUTES*****(Resolution 17-207)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to approve the minutes of the regular meeting held on August 14, 2017, as presented.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**BUDGET ADJUSTMENTS*****(Resolution 17-208)***

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to approve the following budget adjustments:

From	A1355.480	Assessor Small Claims	\$500.00
To	A1355.410	Assessor Travel/Dues/Conference	\$500.00
From	DB2702	Miscellaneous - Eckler Road	\$54,000.00
To	DB5112.422	Eckler Road	\$54,000.00
From	B2771	Miscellaneous - Seniors	\$1,670.00
To	B7610.404	Program for the Aging Misc.	\$1,670.00
From	B4540.4	Ambulance	\$2,714.66
To	B8021.4	Sidewalks	\$2,714.66
From	B2770	Engineering Review fees	\$1,000.00
To	B8020.41	Planning Engineering	\$1,000.00

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**VOUCHERS****General Abstract*****(Resolution 17-209)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to approve all claims on vouchers numbered 17-397 to 17-449, on General Abstract 17-09, in the amount of \$100,233.47.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**Highway Abstract*****(Resolution 17-210)***

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to approve all claims on vouchers numbered 17-193 to 17-215, on Highway Abstract 17-09, in the amount of \$48,376.47.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**Library Abstract**

Vouchers numbered 17-117 to 17-133, on Library Abstract 17-09, in the amount of \$7,629.26, were presented to the Board for payment.

**2018 TENTATIVE TOWN BUDGET – PRESENTATION**

Supervisor Moffitt reviewed the budget process and explained his Tentative Budget to the Board through a PowerPoint presentation.

**SALT BARN PROJECT – TOWN BOARD APPROVAL AND FUNDING*****(Resolution 17-211)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to adopt the following:

BE IT RESOLVED by the Town Board of the Town of Mendon, duly assembled:

1. The Town Board hereby approves construction of a 60 foot by 90 foot Hi Arch Gambrel Salt Storage Facility on the Town Highway Garage property at an estimated cost of \$442,078.
2. This project will be fully funded by fund balances and reserves. No portion of the project will be funded through borrowing.
3. The following budget adjustments are authorized:
  - a. In the 2017 Budget: Increase the B fund appropriated Fund Balance by \$90,000 and increase the B to DB expenditure Account (B9902.9) by \$90,000.
  - b. In the DB fund, increase the Interfund Transfer from B (DB2801) and increase Transfer to Capital Project Reserves (Salt Barn) (DB9950.3R) by \$90,000.
  - c. Authorize the transfer from DB9950.R to the Five Star Reserve Account for the Salt Barn in the amount of \$90,000.
4. Construction of the foundation of the building will be done by Highway Department employees. Construction of the building will be subject to bid.
5. This resolution shall take effect immediately.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**SALT BARN PROJECT – SEQRA AND ESTABLISHMENT OF LEAD AGENCY*****(Resolution 17-212)***

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to adopt the following:

BE IT RESOLVED, that in accordance with the New York State Environmental Quality Review Act (SEQRA) the Town of Mendon Town Board announces its intent to serve as Lead Agency to conduct an environmental review of the proposed action to construct a 60' x 96' High Arch Gambrel Salt Barn at 101 Semmel Road at the existing Town of Mendon Highway Department campus, and

BE IT FURTHER RESOLVED, that the Town Board has determined that the proposed action is an "Unlisted Action" as defined under SEQRA, and

BE IT FINALLY RESOLVED, that the Town Board, in its capacity of both the Applicant and the Lead Agency, has prepared Part 1 and 2 of the Short Environmental Assessment Form (EAF) to assess the significance of potential environmental impacts associated with the above-listed action. Based on the information reviewed relative the project provided by town staff and consultants, that the Board has determined that the proposed action will not result in any significant environmental impacts and has completed Part 3 of the EAF to reflect this determination.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**TOWN HALL – REFURBISH MAIN ENTRANCE DOORS*****(Resolution 17-213)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to approve the proposal from Carver Creek Woodworks, 2524 Cannan Road, Bloomfield, NY, to refurbish on site the main entrance doors to the Town Hall, for a cost not to exceed \$1,965.00, to be paid from account A1620.411.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**FINANCE DIRECTOR – NYSLRS WORKSHOP – APPROVAL*****(Resolution 17-214)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to approve the attendance of Finance Director Mary Fletcher at the NYSLRS Retirement Online Employer Workshop on October 11, 2017, in Buffalo, New York, actual cost for mileage to be reimbursed from account A1310.410.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**TOWN ASSESSOR – NYS ASSESSOR’S ASSOCIATION SEMINAR ATTENDANCE – APPROVAL*****(Resolution 17-215)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to approve the attendance of Town Assessor James LeGrett at the 2015 NYSAA Seminar on Assessment Administration & Annual Meeting, October 1-4, 2017, in Lake Placid, New York, at a cost not to exceed \$1,006.00, to be paid from account A1355.410. Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**ABANDONED VEHICLES – OFFICIAL NOTIFICATION OF TOWN BOARD AND ESTABLISH PUBLIC HEARING*****(Resolution 17-216)***

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to adopt the following:

WHEREAS, the Mendon Town Board has received a report in writing from the Code Enforcement Officer of the failure to remove two (2) unlicensed trailers from the property at 3316 Rush Mendon Road after notification under section 194-5 of the Town Code (tax account number 263689 215.01-1-25).

NOW, THEREFORE, BE IT RESOLVED, that this Town Board will hold a public hearing on this matter 7:00PM, or as soon thereafter as said hearing can be convened, Monday, October 16, 2017, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, New York, to give the property owner where the vehicle is located and the person owning such vehicle an opportunity to be heard as to why the same has not been removed and also for the Town Board to receive proposals for the removal of such vehicle.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**HIGHWAY DEPARTMENT – DECLARATION OF SURPLUS*****(Resolution 17-217)***

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to declare the following as surplus and authorize its disposition: Four (4) large truck tires (11.00x24.5)

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**LIBRARY BUILDING – INTERIOR REMODELING PROJECT – TOWN BOARD APPROVAL*****(Resolution 17-218)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to adopt the following:

BE IT RESOLVED by the Town Board of the Town of Mendon, duly assembled:

1. The Town Board hereby grants approval to the Library Board of Trustees to proceed with a Grant from the New York State Construction Aid for Public Libraries for \$17,509 on the following conditions:
  - a. Library Board of Trustees to amend the application to delete the sink and add a storage area, and present the amended approved application to the Town Board.
  - b. Library Board of Trustees to provide all funding for matching costs, including soft costs.
  - c. Library Board of Trustees will facilitate the Grant. Town of Mendon will present an invoice to the Library Board of Trustees for payment regarding the storage area.
  - d. Library Board of Trustees will provide all documentation to the Town of Mendon.
  - e. Library Board of Trustees will be responsible for closing out the Grant with New York State.
  - f. The Town of Mendon will be solely responsible for all decisions, construction and materials.
  - g. Library Board of Trustees or their employees will not be applying or proceeding with Grants that modify a Town owned building, without Town Board approval as required by Resolution 16-120, April 11, 2016.
2. This resolution shall take effect immediately.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Nay.

**WATER DISTRICT NO. 1 EXTENSION 5 – ORDER ESTABLISHING DISTRICT*****(Resolution 17-219)***

A motion was made by Mr. Dubois, seconded by Mr. Roberts, to adopt the following:

WHEREAS, a map, plan and report relating to the establishment of Extension No. 5 of Water District No. 1 in the Town of Mendon, County of Monroe, State of New York, prepared by LaBelle Associates, duly licensed civil engineers of the State of New York, in a manner and in such detail as has been determined by this Town Board, has been duly filed with the Town Clerk, in accordance with the requirements of article 12 of the Town Law; and

WHEREAS, an order was duly adopted by this Town Board on November 9, 2015, reciting the filing of said map, plan and report, the improvements proposed, the boundaries of the proposed district, the proposed method of financing, the fact that the map, plan and report describing the same were on file in the Town Clerk's Office for public inspection, and stating all other matters required by law to be stated, and specifying December 14, 2015 as the date, at 7:00 p.m. on said day as the time, at the Mendon Town Hall, 16 W. Main Street, Honeoye Falls, New York as the place where this Town Board would meet and consider said map, plan and report, and to hear all persons interested in the subject thereof, concerning the same, and to take such action thereon as is required or authorized by law; and

WHEREAS, a hearing on said matter was duly held by said Town Board on December 14, 2015 at 7:00 p.m. in the afternoon on said day, in the Mendon Town Hall, 16 W. Main Street, Honeoye Falls, New York, and no person appearing in opposition to the petition; and

WHEREAS, an application for Extension No. 5 of Water District No. 1 in the Town of Mendon, County of Monroe, State of New York, was submitted to the State Comptroller and approved by Order of the Department of Audit and Control dated August 10, 2017; and

NOW THEREFORE BE IT RESOLVED AND DETERMINED:

- a. That the notice of hearing was published and posted as required by law, and is otherwise sufficient;
- b. That the petition is signed and acknowledged or authenticated as required by law and is otherwise sufficient;
- c. That said application was prepared at the direction of the Town Board;
- d. That the contents of said application are believed to be accurate;
- e. That said Extension is in the public interest;
- f. That said Extension will not constitute an undue burden on the property which will bear the cost thereof;
- g. That the cost of said Extension will be assessed, in whole or in part, against the benefitted area;
- h. That all property and property owners benefitted are included within the limits of said Extension; and
- i. That no property or property owners benefitted are excluded from said Extension; and

BE IT FURTHER RESOLVED AND DETERMINED:

That the establishment of the proposed extension as set forth in said map, plan and report, be approved; that the improvements herein mentioned be constructed; and such district shall be known and designated as "Town of Mendon Extension No. 5 of Water District No. 1" and shall be bounded and described as set forth in the application; and

FINALLY, BE IT RESOLVED AND DETERMINED:

That the Town Clerk be, and hereby is, authorized and directed to file a certificate copy of this Resolution in the Office of the Clerk of the County of Monroe, which is the County in which the said Town of Mendon is located, and in the Office of the State Comptroller, within ten days after the adoption of this Resolution, pursuant to the provision of section 195 of the Town Law.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**PUBLIC COMMENT**

Bruce Peckham, 245 East Street, took full responsibility and apologized for the oversight on behalf of the Library Board of Trustees concerning the grant application.

09/11/17

TOWN OF MENDON

REGULAR MEETING

**ADJOURNMENT**

*(Resolution 17-220)*

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to adjourn the meeting at 7:48PM.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.