

A regular meeting of the Mendon Town Board was held at 7:00PM, Monday, November 13, 2017, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

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

ABSENT: None

RECORDING SECRETARY: Bonnie M. Toomey, *Deputy Town Clerk*

OTHERS PRESENT: William E. Smith, *Highway Superintendent*; Mary Fletcher, *Finance Director*; Sheldon W. Boyce, Jr., *Town Attorney*; Bruce Peckham, *Zoning Board of Appeals*; Daniel Bassette, *Zoning Board of Appeals*; and Gary Loope, *Highway Clerk*.

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

AGENDA

(Resolution 17-245)

A motion was made by Mr. Hagreen, seconded by Mrs. Carroll, to adopt the agenda with the following amendment: add new No. 27, "Highway Department – Tank – Authority to Purchase," and renumber accordingly.

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

PUBLIC COMMENT

No one from the public wished to speak.

COMMUNICATIONS

Town Clerk

Mrs. Toomey reported on conservation license sales and school tax collection.

Highway Superintendent

Mr. Smith distributed and read his report.

Town Board

Mr. Roberts reported on the Zoning Board of Appeals.

Mrs. Carroll reported on the Library Board of Trustees.

Supervisor

Supervisor Moffitt reported on the ambulance building; filing of the annual audit report; a fund balance webinar; 2018 tax rate in relation to the state cap; the water district; a communication with the Friends of the Mendon Public Library; the Friend's Book Sale; and the Veterans Day Luncheon.

SUPERVISOR'S MONTHLY REPORTS

(Resolution 17-246)

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to acknowledge receipt of the Supervisor's Monthly Report for October 2017.

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

TOWN CLERK'S MONTHLY REPORT***(Resolution 17-247)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to acknowledge receipt of the Town Clerk's Monthly Report for October 2017, showing receipts and disbursements in the amount of \$7,212.50.

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

MINUTES***(Resolution 17-248)***

A motion was made by Mr. Dubois, seconded by Mr. Hagreen, to approve the minutes of the regular meetings held on September 11, 2017, and October 16, 2017, as presented.

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

BUDGET ADJUSTMENTS***(Resolution 17-249)***

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

From	A1670.405	Central Print-Law Publications	\$600.00
To	A1610.2	Computers Equipment	\$600.00
From	A1620.408	Town Hall Electric	\$1,000.00
To	A1620.110	Comm. Center Personnel	\$1,000.00
From	A1620.411	Town Hall Improvements	\$600.00
To	A1620.111	15 Mo. St. Personnel	\$600.00
From	A1620.411	Town Hall Improvements	\$2,500.00
To	A1620.402	Town Hall Maintenance	\$2,500.00
From	A5132.41	Garage Maintenance	\$100.00
To	A5132.414	Garage Other	\$100.00
From	A5132.2	Garage Equipment	\$2,000.00
From	A5132.413	Garage Utilities	\$3,000.00
To	A5132.1	Garage Personnel	\$5,000.00
From	A8510.4	Comm. Beaut. Supplies	\$2,500.00
To	A7110.1	Semmel Rd. Sports Personnel	\$2,500.00
From	B3410.1	Public Safety Personnel	\$2,745.00
To	B3620.1	Building Inspection Personnel	\$2,745.00
From	B8020.114	Planning Officer	\$1,473.00
To	B3620.1	Building Inspection Personnel	\$1,473.00
From	B3620.44	Building Truck Fuel	\$1,000.00
To	B3620.110	Building Inspection Staff	\$1,000.00
From	B2110	Zoning Fees	\$500.00
To	B8010.101	Zoning Board	\$500.00
From	B7320.4	Transfer to Joint Rec	\$2,000.00
To	B8020.41	Planning Engineering	\$2,000.00

11/13/17

TOWN OF MENDON

REGULAR MEETING

From	B7320.4	Transfer to Joint Rec	\$150.00
To	B8010.401	Zoning Advertising	\$150.00
From	DA2418	County Summer Work	\$8,000.00
To	DA5148.114	County Summer Work	\$8,000.00
From	DA5140.4	Roadside Mow Contractual	\$600.00
To	DA5140.100	Roadside Mow Personnel	\$600.00
From	DA2303	Village Projects	\$3,600.00
To	DA5148.118	Village Assistance	\$3,600.00

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

VOUCHERS

General Abstract

(Resolution 17-250)

A motion was made by Mr. Hagreen, seconded by Mr. Dubois, to approve all claims on vouchers numbered 17-503 to 17-577, on General Abstract 17-11, in the amount of \$49,869.99.

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

Highway Abstract

(Resolution 17-251)

A motion was made by Mr. Hagreen, seconded by Mrs. Carroll, to approve all claims on vouchers numbered 17-241 to 17-263, on Highway Abstract 17-11, in the amount of \$16,159.76.

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

Library Abstract

Vouchers numbered 17-146 to 17-171, on Library Abstract 17-11, in the amount of \$10,157.83, were presented to the Board for payment.

A public hearing of the Mendon Town Board was held at 7:16PM, Monday, November 13, 2017, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

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

ABSENT: None

RECORDING SECRETARY: Bonnie M. Toomey, *Deputy Town Clerk*

OTHERS PRESENT: William E. Smith, *Highway Superintendent*; Mary Fletcher, *Finance Director*; Sheldon W. Boyce, Jr., *Town Attorney*; Bruce Peckham, *Zoning Board of Appeals*; Daniel Bassette, *Zoning Board of Appeals*; and Gary Loope, *Highway Clerk*.

The public hearing was held to consider renewing the contract with the Village of Honeoye Falls to provide fire protection in 2018 for the Mendon Fire Protection District #1. The cost of the proposed contract is \$172,077.00.

The Supervisor opened the public hearing at 7:16PM.

Public Comment

No one from the public wished to comment.

(Resolution 17-252)

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to close the public hearing at 7:16PM.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

A public hearing of the Mendon Town Board was held at 7:16PM, Monday, November 13, 2017, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

PRESENT:	John D. Moffitt, <i>Supervisor</i>		
	Cynthia M. Carroll	}	
	Thomas G. Dubois	}	<i>Town Board</i>
	John L. Hagreen	}	<i>Members</i>
	Michael E. Roberts	}	

ABSENT: None

RECORDING SECRETARY: Bonnie M. Toomey, *Deputy Town Clerk*

OTHERS PRESENT: William E. Smith, *Highway Superintendent*; Mary Fletcher, *Finance Director*; Sheldon W. Boyce, Jr., *Town Attorney*; Bruce Peckham, *Zoning Board of Appeals*; Daniel Bassette, *Zoning Board of Appeals*; and Gary Loope, *Highway Clerk*.

The public hearing was held to consider the 2018-2023 Capital Improvement Program.

The Supervisor opened the public hearing at 7:16PM.

Public Comment

Paul Kammermeier, 55 Ontario Street, asked for a copy of the document.

(Resolution 17-253)

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to close the public hearing at 7:17PM.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

A public hearing of the Mendon Town Board was held at 7:17PM, Monday, November 13, 2017, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

PRESENT:	John D. Moffitt, <i>Supervisor</i>		
	Cynthia M. Carroll	}	
	Thomas G. Dubois	}	<i>Town Board</i>
	John L. Hagreen	}	<i>Members</i>
	Michael E. Roberts	}	

ABSENT: None

RECORDING SECRETARY: Bonnie M. Toomey, *Deputy Town Clerk*

OTHERS PRESENT: William E. Smith, *Highway Superintendent*; Mary Fletcher, *Finance Director*; Sheldon W. Boyce, Jr., *Town Attorney*; Bruce Peckham, *Zoning Board of Appeals*; Daniel Bassette, *Zoning Board of Appeals*; and Gary Loope, *Highway Clerk*.

The public hearing was held to consider the 2018 Preliminary Budget.

The Supervisor opened the public hearing at 7:17PM.

Public Comment

Daniel Bassette, 20-1 East Street, asked what the total budget of the Town was.

Paul Kammermeier, 55 Ontario Street, asked when the vote on the Final Budget would take place.

(Resolution 17-254)

A motion was made by Mr. Hagreen, seconded by Mrs. Carroll, to close the public hearing at 7:21PM.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

FIRE PROTECTION DISTRICT CONTRACT – DECISION**(Resolution 17-255)**

A motion was made by Mr. Hagreen, seconded by Mrs. Carroll, to authorize the Supervisor to execute the Fire Protection District Contract with the Village of Honeoye Falls.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

2018-2023 CAPITAL IMPROVEMENT PROGRAM – DECISION**(Resolution 17-256)**

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to approve the 2018-2023 Capital Improvement Program.

<http://townofmendon.org/diyFiles/20182023cip.pdf>

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

2018 FINAL BUDGET – DECISION**(Resolution 17-257)**

A motion was made by Mr. Dubois, seconded by Mr. Roberts, to approve the 2018 Final Town Budget with the following amendments:

In the SL Fund, Mendon Square:

Increase SL5182.403 from \$9,000.00 to \$10,000.00.

Increase the appropriated fund balance for the SL Fund from \$2,500.00 to \$3,500.00. The Amount To Be Raised remains the same.

http://townofmendon.org/diyFiles/2018_Final_Budget.pdf

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

EMPLOYEE BENEFITS – INSURANCE RELATED PREMIUMS**(Resolution 17-258)**

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

Employees who currently contribute 33% of the premium for health insurance (hired after 1/1/15) will be reduced to 20%, effective January 1, 2018.

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

HIGHWAY DEPARTMENT – USED FLAT BED TRUCK – AWARD BID**(Resolution 17-259)**

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to authorize the Highway Department to purchase a used 2006 International flatbed truck, VIN 1HTWNAZT96J17320, from Regional International at a cost not to exceed \$32,500.00. The purchase is part of the Highway Department's Capital Plan and is

provided for in the 2017 Capital Budget. The proposed truck, with a plastic tank added at additional cost, will be used to haul effluent from the Department's oil/water separator to a disposal site.

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

2018 OFFICE CLOSINGS – TOWN HALL

(Resolution 17-260)

A motion was made by Mr. Hagreen, seconded by Mrs. Carroll, to adopt the following 2018 Office Closings for the Town Hall:

Monday, January 1, 2018 – New Year's Day
 Monday, January 15, 2018 – Dr. Martin Luther King, Jr. Day
 Monday, February 19, 2018 – President's Day
 Monday, May 28, 2018 – Memorial Day (observed)
 Wednesday, July 4, 2018 – Independence Day
 Thursday, July 5, 2018 – Float Day (in lieu of Veterans Day which falls on a Sunday)
 Friday, July 6, 2018 – Float Day (in lieu of Good Friday)
 Monday, September 3, 2018 – Labor Day
 Monday, October 8, 2018 – Columbus Day
 Thursday, November 22, 2018 – Thanksgiving Day
 Friday, November 23, 2018 – Float Day
 Monday, December 24, 2018 – Float Day
 Tuesday, December 25, 2018 – Christmas Day

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

2018 TAX RECEIVER'S BOND – APPROVAL

(Resolution 17-261)

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

BE IT RESOLVED, by the Board of the Town of Mendon as follows:

Section 1. The Town Board hereby approves the surety, form and amount of the official undertaking for the faithful performance of the duties of the Town Clerk and Receiver of Taxes and Assessments, as follows:

Type of undertaking: Public Employee Dishonesty

Insurance Company: Trident-Argonaut Group

Policy Number: PE-4627462-05

1/1/18 – 1/1/19

Amount: \$500,000.00 excess limits on Town Clerk & Tax Receiver

Section 2. A true copy of this resolution shall be affixed to the undertaking to indicate this Board's approval thereon in accordance with Town Law §25.

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

WATER DISTRICT LATERAL RESTRICTIONS – APPROVAL

(Resolution 17-262)

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

WHEREAS, the Town Board of the Town of Mendon has created the Town of Mendon Water District No. 1 Extension No. 5 pursuant to Town Law for the express purpose of providing public water supply to residents along portions of Smith Road (County Road 47) and West Bloomfield Road (County Road 66); and

WHEREAS, part of the land area within Water District No. 1 Extension No. 5 is also within Monroe County Agricultural District No. 6; and

WHEREAS, the Town Board has filed a Notice of Intent to Undertake an Action Within an Agricultural District to evaluate the impact of providing a source of public water supply within this area on lands within Agricultural District No. 6; and

WHEREAS, the New York State Department of Agriculture and Markets (“Department”) has expressed concern about the potential adverse impact that said public water supply is likely to have on agriculture within the Agricultural District,

NOW THEREFORE BE IT RESOLVED, that the Town Board, in recognition of the concerns that have been raised, hereby resolves to adopt the “Lateral Restriction - Conditions on Future Service” specified by the New York State Department of Agriculture and Markets as follows:

Lateral Restriction - Conditions on Future Service

The Town of Mendon imposes the following conditions, as warranted or recommended on the management of water lines located along the portions of Smith Road (County Road 47) and West Bloomfield Road (County Road 66), included in Water District No. 1 Extension No. 5, within an agricultural district:

- (1) The only land and/or structures which will be allowed to connect to the proposed waterline within an agricultural district will be existing structures at the time of construction, further agricultural structures, and land and structures that have already been approved for development by the local governing body prior to the filing of the Final Notice of Intent by the municipality.

Land and structures that have been approved for development refer to those properties/structures that have been brought before a local governing body where approval (e.g., subdivision, site plan, and special permit) is needed to move forward with project plans and the governing body has approved the action. If no local approval is required for the subdivision of land and/or the construction of structures, the municipality accepts the limitation under Public Health Law §1115 that defines a “subdivision,” in part, as “any tract of land which is divided into five or more parcels.” Water service will not be extended to the fifth and subsequent parcels where no local approval is required and the land is located within a county adopted, State certified agricultural district.

- (2) If a significant hardship can be shown by an existing resident, the lateral restriction to the resident’s property may be removed by the municipality upon approval by the Department. It is the responsibility of the resident landowner to demonstrate that a hardship exists relative to his or her existing water supply or septic system and clearly demonstrate the need for public water service. The municipality shall develop a hardship application to be filed with the municipality, approved by the County Department of Health, and agreed to by the Department of Agriculture and Markets.
- (3) If it can be demonstrated to the Department’s satisfaction that the landowner requested the county to remove his or her land from an agricultural district at the time of district review and the county legislative body refused to do so, lateral restrictions may be removed by the municipality if the Department determines that the removal of the restriction for the subject parcel(s) would not have an unreasonably adverse effect on the agricultural district.
- (4) If land is removed from a county adopted, State certified agricultural district and the district has been reviewed by the county legislative body and certified by the Commissioner for modification, lateral restrictions imposed by the municipality are no longer in effect for the parcels of land that have been removed from the agricultural district.

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

15 MONROE STREET ROOF REPLACEMENT – AUTHORIZATION TO SOLICIT BIDS

(Resolution 17-263)

A motion was made by Mr. Hagreen, seconded by Mrs. Carroll, to authorize the Supervisor to solicit bids for the 15 Monroe Street Roof Replacement Project. Bid Specification Documents will be available in the

Town Hall by Wednesday, November 22, 2017, and will any bids received will be opened and publicly read at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY, at 2:00PM, Wednesday December 13, 2017.

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

LIBRARY BUILDING STORAGE AREA PROJECT – AUTHORIZATION TO SOLICIT BIDS
(Resolution 17-264)

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to authorize the Supervisor to solicit bids for the Library Building Storage Area Project. Bid Specification Documents will be available in the Town Hall by Wednesday, November 22, 2017, and will any bids received will be opened and publicly read at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY, at 2:00PM, Wednesday December 13, 2017.

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

LIBRARY BUILDING CHILDREN’S AREA PROJECT – AUTHORIZATION TO SOLICIT BIDS
(Resolution 17-265)

A motion was made by Mr. Hagreen, seconded by Mr. Roberts, to authorize the Supervisor to solicit bids for the Library Building Children’s Area Project. Bid Specification Documents will be available in the Town Hall by Wednesday, November 22, 2017, and will any bids received will be opened and publicly read at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY, at 2:00PM, Wednesday December 13, 2017.

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

BOARDS, COMMISSIONS, COMMITTEES AND PERSONNEL – ADVERTISE FOR VACANCIES

(Resolution 17-266)

A motion was made by Mr. Hagreen, seconded by Mrs. Carroll, to authorize the Town Clerk to advertise for vacancies in the Town, as directed by the Supervisor.

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

SPECIAL TOWN BOARD MEETING – SCHEDULE

(Resolution 17-267)

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to hold a Special Meeting, 9:00AM, Thursday, December 28, 2017, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY, for the purpose of paying year-end vouchers and any other business that may come before the Board.

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

HIGHWAY DEPARTMENT – TANK – AUTHORITY TO PURCHASE

(Resolution 17-268)

A motion was made by Mr. Hagreen, seconded by Mrs. Carroll, to authorize the Highway Superintendent to purchase a 4035 gallon tank at a cost not to exceed \$9,500.00.

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

PUBLIC COMMENT

Bruce Peckham, 245 East Street, commented on the Zoning Board of Appeals and the Library Board of Trustees.

Gary Loope, 21 Semmel Road, commented on Employee Benefits.

ADJOURNMENT

(Resolution 17-269)

A motion was made by Mr. Dubois, seconded by Mr. Hagreen, to adjourn the meeting at 7:43PM.

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