

A regular meeting of the Mendon Town Board was held at 7:00PM, Monday, February 11, 2019, 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*, Daniel Bassette, *Zoning Board of Appeals*, and Wes Pettee, *LaBella*.

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

AGENDA

(Resolution 19-075)

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 comment.

COMMUNICATIONS

Town Clerk

Mr. Merzke reported on the collection of Town and County taxes.

Highway Superintendent

Mr. Smith read and distributed his report to the Board.

Town Board

Mr. Roberts reported that he had completed the audit of the Court books and found them to be in order. He further reported on safety training at the Highway Department.

Mrs. Carroll reported on the Library Board of Trustees and the Comprehensive Plan Citizen Advisory Committee.

Mr. Dubois reported on the Historic Preservation Commission and the Environmental Conservation Board.

Supervisor

Supervisor Moffitt reported on Mr. Hagreen's absence; the project at 15 Monroe Street; Mr. Merzke's role as Supervisor February 16th – 24th; inventory of the recreation equipment; a webinar on local sales tax; AIM funding that is already in budget and how it will create a "hole" if the Governor takes it away; lighting at the ambulance building; the COMIDA agreement for Carriage Street; the children's area of the library building; a meeting of the Mendon Community Business Association; a PERMA webinar on overtime; a meeting with a Scout; the Mendon Fire District banquet; a meeting with new LBT member Boldt; the receipt of tax revenues from the Receiver; training requirements for Boards, etc.; library building furniture bid; a need to coordinate Town Board liaisons; and the request from the Zoning Board of Appeals to move their meeting date back.

SUPERVISOR'S MONTHLY REPORT

(Resolution 19-076)

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to acknowledge receipt of the Supervisor's Monthly Report for December 2018.

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

TOWN CLERK'S MONTHLY REPORT***(Resolution 19-077)***

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to acknowledge receipt of the Town Clerk's Monthly Report for January 2019, showing receipts and disbursements in the amount of \$3,015.50.

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

MINUTES***(Resolution 19-078)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to approve the minutes of the organizational and regular meeting held on January 7, 2019, as presented.

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

BUDGET ADJUSTMENTS/TRANSFERS***(Resolution 19-079)***

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to approve the following final budget adjustments for 2018:

To A1355.110 Assessor Staff \$30.34
From A1355.120 Assessor BAR \$30.34

To A1410.110 Town Clerk Staff \$481.75
From A1410.410 Town Clerk Travel/Conf./Dues \$481.75

To A1450.100 Elections Personnel \$1,006.00
From A2706 MO. Co. Elections \$1,006.00

To A1620.100 Building Town Hall Personnel \$31.81
From A1620.111 15 Mo. St. Personnel \$31.81

To A1620.110 Building Comm Center Personnel \$859.40
From A1620.111 15 Mo. St. Personnel \$859.40

To A1950.430 Special Items Taxes & Assessments \$169.82
From A3310.4 Traffic Control Contractual \$169.82

To A5132.413 Garage Utilities \$2,505.89
From A7120.2 Semmel Rd. Fields Equipment \$2,000.00
From A7110.2 Semmel Rd. Sports Equipment \$505.89

To B3620.1 Building Inspector \$309.08
From B3620.44 Building Inspector Truck Fuel/Maint \$309.08

To B3620.110 Building Inspection Staff \$718.19
From B3620.130 Code Enforcement Insp. \$718.19

To B8020.41 Planning Engineering \$237.50
From B2770 Planning Engineering Fees \$237.50

To DA5130.1 Machinery Personnel \$9,407.93
From DA5130.4 Machinery Contractual \$9,407.93

To DB5148.4 Service O/Governments Contractual \$13,605.17
From DB5110.4 General Repairs Contractual \$13,605.17

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

VOUCHERS

General Abstract

(Resolution 19-080)

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to approve all claims on vouchers numbered 19-032 to 19-084, on General Abstract 19-02, in the amount of \$272,142.05.

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

Highway Abstract

(Resolution 19-081)

A motion was made by Mr. Dubois, seconded by Mr. Roberts, to approve all claims on vouchers numbered 19-010 to 19-042, on Highway Abstract 19-02, in the amount of \$110,576.60.

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

Library Abstract

Library vouchers numbered 19-008 to 19-019, on Library Abstract 19-02, in the amount of \$2,554.94, were presented to the Town Board for payment.

A public hearing of the Mendon Town Board was held at 7:26PM, Monday, February 11, 2019, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

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

ABSENT: John L. Hagreen

TOWN CLERK: James P. Merzke

OTHERS PRESENT: William E. Smith, *Highway Superintendent*, Sheldon W. Boyce, Jr. *Town Attorney*, Daniel Bassette, *Zoning Board of Appeals*, and Wes Pettee, *LaBella*.

Supervisor Moffitt opened the public hearing at 7:26PM.

The public hearing was held to consider the adoption of the Official Town Zoning Map.

Public Comment

No one from the public wished to comment.

(Resolution 19-082)

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to close the public hearing at 7:26PM.

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

OFFICIAL TOWN ZONING MAP - ADOPTION

(Resolution 19-083)

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to adopt the Official Town Zoning Map as presented at this meeting.

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

HIGHWAY DEPARTMENT - GASOLINE AND DIESEL PUMPS – PURCHASE AND INSTALLATION

(Resolution 19-084)

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to approve a project to update the Highway Department’s fuel pump system. The initial phase would authorize the purchase and installation of gasoline and diesel pumps, along with associated equipment; removal and upgrading of the monitoring system; and replacement of the gasoline and diesel tank monitoring system. The equipment will be purchased through a co-op of which the

Town is a member, Sourcewell (formerly NJPA). The labor will be provided by the Pump Doctor, who installed the current system. The cost of this initial phase will not exceed \$50,000.00 and will be paid from account A5132.300. Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

LABELLA – COMPREHENSIVE PLAN UPDATE – SCHEDULE

Wes Pettee from LaBella appeared before the Board to discuss a draft schedule for the Comprehensive Plan Citizen Advisory Committee. Supervisor Moffitt emphasized the importance of adhering to the Open Meetings Law.

COMPREHENSIVE PLAN CITIZEN ADVISORY COMMITTEE – ESTABLISH MEETING SCHEDULE (Resolution 19-085)

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to establish the following meeting dates for the Comprehensive Plan Citizen Advisory Committee: Tuesday, March 5, 2019, Tuesday, March 19, 2019, and Tuesday, April 30, 2019, 6:00PM at the Town of Mendon Falls Post #664 Community Center, 167 North Main Street, Honeoye Falls, NY.

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

COMPREHENSIVE PLAN CITIZEN ADVISORY COMMITTEE – CHAIR APPOINTMENT (Resolution 19-086)

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to appoint Deric West as Chair of the Comprehensive Plan Citizen Advisory committee, to serve at the pleasure of the Town Board, term to expire December 31, 2019.

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

AMBULANCE BUILDING LIGHTING PROJECT – RELEASE OF BID PACKETS (Resolution 19-087)

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to approve the following: The Town of Mendon will receive sealed bids for the Honeoye Falls-Mendon Volunteer Ambulance Facility – Lighting Improvements. Sealed bids will be received, and bids publicly opened and read at the following place and time: Town of Mendon, 16 West Main Street, Honeoye Falls, NY, 2:00PM, Thursday, March 7, 2019. Bid documents will be available from Rotolite Elliot, 1 Grove Street, Pittsford, NY 14534, for \$75.00, and may be viewed at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

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

15 MONROE STREET – PROJECT BUDGET (Resolution 19-088)

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to approve the following budget for projects at 15 Monroe Street:

	Amount	Account Code	Account Name
Labor (200 x \$27.30)	\$5,460.00	A1620.111	Personnel
Grab Bars	\$240.00	A1620.412R	Improvements
Toilets (2)	\$400.00	A1620.412R	Improvements
Sinks (2)	\$220.00	A1620.412R	Improvements
Faucets (2)	\$270.00	A1620.412R	Improvements
Drinking Fountain	\$575.00	A1620.412R	Improvements
Ceiling Tile Big Room	\$1,375.00	A1620.417	Maintenance
Ceiling Tile Small Room	\$410.00	A1620.417	Maintenance
Bathroom Framing	\$750.00	A1620.412R	Improvements
Doors and Locks (2)	\$1,000.00	A1620.412R	Improvements
Drywall	\$600.00	A1620.412R	Improvements
Misc. Drywall	\$200.00	A1620.412R	Improvements
Changing Tables (2)	\$600.00	A1620.412R	Improvements
Hot Water Tank	\$400.00	A1620.417	Maintenance
Misc. Screws/Nails	\$200.00	A1620.412	Improvements

02/11/19

TOWN OF MENDON

REGULAR MEETING

Big Room Floor Paint (2)	\$425.00	A1620.417	Maintenance
Bathroom Paint	\$400.00	A1620.417	Maintenance
Kitchen Cabinets	\$950.00	A1620.412	Improvements
Fridge (30")	\$600.00	A1620.412	Improvements
Counter Tops	\$650.00	A1620.412	Improvements
Sink/Faucet	\$290.00	A1620.412	Improvements
Cold Air Material	\$85.00	A1620.412R	Improvements
Vinyl Floor Trim	\$300.00	A1620.417	Maintenance
Small Room Floor	\$2,000.00	A1620.417	Maintenance
Total	\$18,400.00		
	Total	\$5,460.00	Personnel
		\$4,940.00	Improvements
		\$2,690.00	Improvements Reserves
		\$5,310.00	Maintenance
	A1620.412R	\$3,680.00	20% Cont. on Materials
	Total Project	\$22,080.00	

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

HISTORIC PRESERVATION COMMISSION – MEMBER APPOINTMENT

(Resolution 19-089)

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to appoint Geoff Tesch to the Historic Preservation Commission, term to expire December 31, 2021.

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

HISTORIC PRESERVATION COMMISSION – CHAIR APPOINTMENT

(Resolution 19-090)

A motion was made by Mr. Dubois, seconded by Mr. Roberts, to appoint Geoff Tesch as Chair of Historic Preservation Commission, term to expire December 31, 2019.

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

HISTORIC PRESERVATION COMMISSION MEETINGS – CHANGE MEETING DATE

(Resolution 19-091)

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to change the regular meeting dates of the Historic Preservation Commission to the first Wednesday of each month, 7:00PM, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

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

HIGHWAY DEPARTMENT – DECLARATION OF SURPLUS

(Resolution 19-092)

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to declare the following items as surplus and authorizes their disposition: eight (8) large truck tires (11x24.5).

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

ECKLER ROAD – BOND RELEASE

(Resolution 19-093)

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, that upon recommendation of the Highway Superintendent, the Town releases the bond held on Eckler Road back to Crown Castle in the amount of \$38,865.90.

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

FEE SCHEDULE – SOLAR FARM PERMIT FEE

(Resolution 19-094)

A motion was made by Mr. Roberts, seconded by Mr. Dubois, that upon recommendation of the Code Enforcement Officer, a Solar Farm Permit Fee be added to the Fee Schedule, in the amount of \$100.00 per acre of leased/owned area.

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

LIBRARY BUILDING – DASNY GRANT - FURNITURE PURCHASE

(Resolution 19-095)

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to accept the quote of the Nickerson Corporation regarding the furniture purchase for the library building, according to their quote submitted January 28, 2019. Cost of the material is \$7,811.50 and installation is \$725.00. To be paid from account H1620.408 and submitted to DASNY for reimbursement under the current grant.

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

PUBLIC COMMENT

No one from the public wished to comment.

ADJOURNMENT

(Resolution 19-096)

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to adjourn the meeting at 7:47PM.

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

Town Clerk