

A regular meeting of the Mendon Town Board was held at 7:00PM, Monday, May 13, 2019, 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

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 three other people.

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

AGENDA
(Resolution 19-133)

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. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

PUBLIC COMMENT
No one from the public wished to comment.

COMMUNICATIONS
Highway Superintendent

Mr. Smith read and distributed his report to the Board. He stated that long-time Head Mechanic Robert Keenan was retiring.

Town Board

Mr. Roberts reported on the Mendon Business Association and the flowers at the Town Hall.

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

Mr. Dubois reported on the Historic Preservation Commission.

Supervisor

Supervisor Moffitt reported on Finance School; the Town’s Sexual Harassment Training; a meeting with LaBella concerning sidewalks in the Hamlet; a Comptroller’s Office webinar; a seminar put on by our IT vender Entre on cyber threats; that the Village put money into reserves for the ambulance building; the library building project walk-through; permit for Memorial Day parade; a letter from a resident regarding assessment; Fire Department recruiting information on the Town’s Facebook page; Civil Service has certified the Town’s payroll; and plans for the presentation and subsequent consideration of the 2020 Town Budget.

SUPERVISOR’S MONTHLY REPORT
(Resolution 19-134)

A motion was made by Mrs. Carroll, seconded by Mr. Hagreen, to acknowledge receipt of the Supervisor’s Monthly Report for April 2019.

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

TOWN CLERK'S MONTHLY REPORT***(Resolution 19-135)***

A motion was made by Mr. Dubois, seconded by Mr. Roberts, to acknowledge receipt of the Town Clerk's Monthly Report for April 2019, showing receipts and disbursements in the amount of \$4,135.75.

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

MINUTES***(Resolution 19-136)***

A motion was made by Mr. Roberts, seconded by Mr. Hagreen, to approve the minutes of the regular meeting held on April 8, 2019 as presented.

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

BUDGET ADJUSTMENTS/TRANSFERS/RESERVE FUNDS***(Resolution 19-137)***

A motion was made by Mr. Roberts, seconded by Mr. Dubois, with regard to the final expenses for the 15 Monroe Street Roof Project, to zero out the 15 Monroe Street Roof Reserve Fund account at Five Star Bank by transferring \$6,680.02 from it to the Townwide operating account, and transferring \$5,679.98 from the Five Star Bank Townwide Building Reserves account to the Townwide operating account. This resolution is subject to permissive referendum.

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

(Resolution 19-138)

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, approve the following budget adjustments for additional costs for work in the Town cemeteries:

From	A8810.1	Cemeteries Personnel	\$3,300.00
	A9040.8	Workers' Comp.	\$1,000.00
To	A8810.4	Cemeteries Contractual	\$4,300.00

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

VOUCHERS**General Abstract*****(Resolution 19-139)***

A motion was made by Mr. Dubois, seconded by Mr. Roberts, to approve all claims on vouchers numbered 19-200 to 19-255, on General Abstract 19-05, in the amount of \$67,706.36.

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

Highway Abstract***(Resolution 19-140)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to approve all claims on vouchers numbered 19-103 to 19-131, on Highway Abstract 19-05, in the amount of \$97,146.80.

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

Library Abstract

Library vouchers numbered 19-048 to 19-062, on Library Abstract 19-05, in the amount of \$3,628.83, were presented to the Town Board for payment.

TOWN HALL – PAINTING & GUTTER WORK – PREPARATION OF RFP***(Resolution 19-141)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to authorize the Supervisor to prepare, distribute, and receive Requests for Proposals for trim, soffit painting, and removal and replacing gutters at the Town Hall.

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

JOB DESCRIPTIONS UPDATE – APPROVAL***(Resolution 19-142)***

A motion was made by Mr. Roberts, seconded by Mr. Hagreen, to approve updating of job descriptions for the following boards to match current policies, procedures and legislation: the Board of Assessment Review; the Environmental Conservation Board; the Historic Preservation Commission; the Planning Board; and the Zoning Board of Appeals.

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

HIGHWAY DEPARTMENT – ROOF REPLACEMENT – DISCUSSION

The Board discussed the condition of the roof in question with the Highway Superintendent. The Town will further investigate options with the Town Engineers.

HIGHWAY DEPARTMENT – CEMETERY FUNDING REQUEST***(Resolution 19-143)***

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to approve the request of the Highway Superintendent to authorize headstone work in Town cemeteries by Snyder Brothers Cemetery Service for an amount not to exceed \$6,300.00, based upon estimates submitted in September and October of 2018.

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

MENDON CENTER TENNIS COURT – MAINTENANCE***(Resolution 19-144)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to authorize the Highway Superintendent's request for the expenditure of \$25,400.00 for the sealing and resurfacing of the tennis courts at Mendon Center, by Super Sealcoating, based upon their proposal dated August 14, 2018.

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

HISTORIC PRESERVATION COMMISSION – APPOINTMENT***(Resolution 19-145)***

A motion was made by Mr. Dubois, seconded by Mr. Roberts, to appoint Lynn A. Buehlman to fill an unexpired term on the Historic Preservation Commission which expires December 31, 2020.

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

USE OF ATHLETIC FIELDS***(Resolution 19-146)***

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to approve use of the rectangular athletic fields on Semmel Road by Blaze Soccer according to their submitted schedule.

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

DECLARATION OF SURPLUS – HIGHWAY SCRAP PROPERTY***(Resolution 19-147)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to declare the following items as surplus and authorize their disposition:

1. 2 Harder Salt Spreaders, Model E160. Serial Numbers are 22732 and 17233.
2. 1 Hein-Werner 20 ton floor jack.
3. 1 5" bench vise.
4. Box lot of miscellaneous truck and equipment parts.

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

PUBLIC COMMENT

Robert T. Houle, 1108 Cheese Factory Road, commented on the high quality and minimal usage cost of the Town's athletic facilities, including the soccer fields and tennis courts.

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TOWN OF MENDON

REGULAR MEETING

ADJOURNMENT

(Resolution 19-148)

A motion was made by Mr. Dubois, seconded by Mr. Hagreen, to adjourn the meeting at 7:46PM.

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

Town Clerk