**TOWN OF MENDON**

**Town Board Agenda – Tentative**

**Monday, November 15, 2021 – 7:00PM**

**167 North Main Street**

**Honeoye Falls, NY**

**REGULAR MEETING**

1. Call to Order

2. Pledge of Allegiance

3. Agenda

4. Public Comment

5. Communications

6. Supervisor’s Monthly Report

7. Town Clerk's Monthly Report

8. Minutes

9. Budget Transfers/Adjustments

10. Abstract of Audited Vouchers

11. SEQR- Splash Park

12. Public Hearing- Mendon Fire Protection #1 Contract

13. Resolution to Approve the Contract for Mendon Fire Protection District #1

14. Schedule Public Hearing Regarding Cannabis Retail and On-Site Consumption

15. Schedule Public Hearing for Local Law regarding Tourist Homes and Bed and Breakfast Establishments

16. Schedule Special Meeting Wednesday, December 29, 2021, 4:00pm

17. County Agreement Regarding Shared Recreation and Park Services

18. Tax Receiver Bond 2022 Approval

19. Youth Center- discussion

20. Executive Session- Regarding the Proposed Acquisition of Real Property

21. Authorize Town Supervisor to Place a Bid on 1383 Pittsford Mendon Road

22. Public Comment

23. Adjournment

**TENTATIVE LIST OF POSSIBLE RESOLUTIONS TO BE CONSIDERED AT THE:**

**November 15, 2021, Regular Town Board Meeting**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. AGENDA**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to adopt the agenda as presented OR with the following amendment(s).

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**4. PUBLIC COMMENT**

**5. COMMUNICATIONS**

**Town Clerk**

**Town Attorney**

**Town Board**

**Supervisor**

**6. SUPERVISOR’S MONTHLY REPORT**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to acknowledge receipt of the Supervisor’s Monthly Report for September 2021.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**7. TOWN CLERK’S MONTHLY REPORT**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to acknowledge receipt of the Town Clerk’s Monthly Report for September 2021, showing receipts and disbursements in the amount of $3,950.40

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**8. MINUTES**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve the minutes of the regular Town Board Meetings as presented OR with the following amendments: *(amendments, if any, go here)*.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**9. BUDGET TRANSFERS/ADJUSTMENTS**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve the following budget adjustments:

From: A 7120.3 Semmel Road Fields $2,000.00

To: A 8511.4 Veterans Day Lunch $2,000.00

From: A 1620.411 Town Hall Improvements $3,000.00

To: A 1620.402 Town Hall Maintenance $3,000.00

From: A 9950.2R Building Reserves $20,000.00

To: Building Reserves $20,000.00

From: A 5132.3 Garage Improvements $250,000.00

To: Parks Reserves $250,000.00

From: A 7120.1 Semmel Road Fields $80,000.00

To: Parks Reserves $80,000.00

Fr: A 1355.320 Assessor- Reassessment $2,500.00 Fr: A 1355.410 Assessor- Travel, Dues $500.00

To: A 1355.110 Assessor- Personnel $3,000.00

From: B 1910.11 Special Items Website $1,500.00

To: B 1910.4 Special Item Insurance $1,500.00

From: B 2771 Misc. Insurance $225.00

To: B 7510.4 Historian $225.00

From: B 8020.45 Planning Office Supplies $100.00

To: B 8020.401 Planning Advertising $100.00

From: B 7320.4 Summer Recreation $1,000.00

To: Sidewalk Reserves $1,000.00

Fr: B 1170 Sales Tax $200,000.00

To: Sidewalk Reserves $200,000.00

From: B 9950.1R Sidewalk Reserves $47,000.00

To: Sidewalk Reserves $47,000.00

Fr: B 8010.111 Zoning Attorney $2,000.00

To: B 8021.1 Hamlet Sidewalks $2,000.00

Fr: B 1170 Sales Tax $500.00

To: B 8021.4 Sidewalk Contractual $500.00

From: DB 5130.2R Equipment Reserves $15,000.00

To: Equipment Reserves $15,000.00

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**10. VOUCHERS**

**General Abstract**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve all claims on vouchers numbered 21-740 to 21-801, on General Abstract 21-10, in the amount of $62,723.70

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**Library Abstract**

Library vouchers numbered 21-133 to 21-148, on Library Abstract 21-10, in the amount of $9,202.05were presented to the Town Board for payment.

**11. SEQR- SPLASH PARK**

***(Resolution 21-\_\_\_)***

**TOWN OF MENDON TOWN BOARD**

**ISSUING NEGATIVE DECLARATION OF ENVIRONMENTAL SIGNFICANCE FOR MENDON SPRAY PARK PROJECT**

At the meeting of the Town Board of the Town of Mendon held on November 15, 2021 2021, Board Member \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ moved for adoption of the following resolution; Board Member \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ seconded the motion and was passed.

**WHEREAS,** In accordance with the New York State Environmental Quality Review (SEQR) regulations, the Town Board of the Town of Mendon conducted an environmental review of the Mendon Spray Park Project (the "Project") consisting of the following: The construction of a spray park at an existing park area, Driesbach Field, located on Semmel Road in the Town of Mendon, Monroe County, NY. The project would include the construction of new bathroom facilities and a septic system to accommodate visitors at the proposed spray park facility. A new water main is proposed to be constructed as part of this project to service the spray park and bathroom facilities. The project also includes additional parking, a pavilion area, and playground. Overall, the project would involve less than one (1) acre of ground disturbance; and

**WHEREAS,** the Town Board has determined that the proposed action is an “Unlisted Action” under SEQR; and

**WHEREAS,** the Town Board has caused to be prepared an environmental assessment of the significance of and potential environmental impact of the action described above; and

**WHEREAS**, the Town Board now desires to make its determination of significance in accordance with the SEQRA regulations at 6 NYCRR §617.7.

**NOW THEREFORE BE IT RESOLVED,**

1. The Town Board declares that, based on the Environmental Record which has been prepared, the Project will not result in any large and important impacts, and therefore, will not have a significant adverse impact on the environment. A Negative Declaration under SEQR is therefore issued for this project, and the Town Clerk is hereby authorized and directed to prepare and issue, on behalf of the Town, the Negative Declaration in the Part 3 of the Environmental Assessment Form.
2. The question of the adoption of the foregoing Resolution was duly put to a vote on roll call, which resulted as follows:

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay; Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

1. The foregoing Resolution was thereupon declared and duly adopted.

**12. PUBLIC HEARING- MENDON FIRE PROTECTION #1 CONTRACT**

***(Resolution 21-\_\_\_)***

The Supervisor opened the Public Hearing at \_\_\_\_ pm.

**PUBLIC COMMENT**

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to close the Public Hearing.

**13. RESOLUTION TO APPROVE THE CONTRACT FOR MENDON FIRE PROTECTION #1**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve the contract with the Village of Honeoye Falls and the Honeoye Falls Fire Department for the Mendon Fire Protection District #1 from January 1, 2022 to December 31, 2022.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay; Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**14. SCHEDULE PUBLIC HEARING REGARDING CANNABIS RETAIL AND ON-SITE CONSUMPTION**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to Schedule a Public Hearing on December 13, 2021 at the Mendon Community Center regarding Cannabis Retail and On-Site Consumption.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**15. SCHEDULE PUBLIC HEARING FOR LOCAL LAW REGARDING TOURIST HOMES AND BED AND BREAKFAST ESTABLISHMENTS.**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, set the Public Hearing for Monday, December 13, 2021. Modifying Local Law 260-52 of the Mendon Town Code.

The following conditions and criteria must be met for tourist homes and bed-and-breakfast establishments:

A. The building proposed for occupancy as a tourist home/bed-and-breakfast shall contain no more than four lodging rooms for hire.

B. The subject premises shall be owner occupied, such that the premises is the owner’s primary residence. If the owner is not a natural person, then owner occupancy shall be satisfied so long as a natural person owning at least a 50% interest in the corporate owner occupies the residence as his/her primary residence.

C. No tourist home/bed-and-breakfast use shall be established on a lot that is within 500 feet of another lot measured along the same street frontage on which there is an existing tourist home/bed-and-breakfast establishment.

D. The exterior of the building shall be maintained consistent with the character of the area.

E. All parking shall be located outside of the highway right-of-way.

F. Use/occupancy of the premises (including the lands on which the building sits) as a tourist home / bed and breakfast shall be limited to those persons occupying the lodging rooms for hire. Additional invitees/guests of the persons occupying the lodging rooms for hire shall not be permitted.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**16. SCHEDULE SPECIAL TOWN BOARD MEETING**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, schedule a Special Town Board Meeting on Wednesday, December 29, 2021, 4:00 pm at the Mendon Community Center.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**17. MONROE COUNTY AGREEMNT REGARDING SHARED RECREATION AND PARK SERVICES**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, approving Intermunicipal Agreement with Monroe County dated September 1, 2021 expiring on September 1, 2026.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**18. TAX RECIEVER’S 2022 BOND**   
**(Resolution 21-\_\_\_)**   
A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, 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-4627462-09  
1/1/22 – 1/1/23  
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/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;   
Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

**19. YOUTH CENTER DISCUSSION**

**20. EXECUTIVE SESSION- REGARDING PROPOSED ACQUISITION OF REAL PROPERTY**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to enter into Executive Session for the Proposed Acquisition of Real Property.

**21. AUTHORIZE THE SUPERVISOR TO PLACE A BID ON 1383 PITTSFORD-MENDON ROAD**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to Authorize the Supervisor to Place a Bid on 1383 Pittsford-Mendon Road , not to exceed the Market Value on Appraisal Report secured from Kevin Bruckner, Appraiser.

**22. PUBLIC COMMENT**

**23. ADJOURNMENT**

***(Resolution 21-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_PM.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Dubois, Aye/Nay; Mr. Hagreen, Aye/Nay;

Mrs. Jenkins, Aye/Nay; Mr. Moffitt, Aye/Nay.

*Numbers correspond with Tentative Agenda.*