

The regular meeting of the Mendon Town Board was held at 7:00 PM, Monday, December 12, 2022, at the Town of Mendon Falls Post #664 Community Center, 167 North Main Street, Honeoye Falls, NY.

PRESENT: John D. Moffitt, *Supervisor*
Cynthia M. Carroll }
Thomas G. Dubois } *Town Board Members*
Brent Rosiek }

ABSENT: Karen Jenkins

TOWN CLERK: Michelle Booth

HIGHWAY SUPERINTENDENT: Andrew Caschetta

OTHERS PRESENT: Danny Bassette, *Zoning Board of Appeals Chair* and 1 other.

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

AGENDA
(Resolution 22-244)

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

- Added 3 agenda items

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

PUBLIC COMMENT

There were no comments.

COMMUNICATIONS

HIGHWAY SUPERINTENDENT, Andrew Caschetta, reported the Highway Department has been making repairs around the Town Buildings. They added and replaced some lighting, repaired a water leak in a 2" line, under the parking lot. They have actively been sweeping Town Roads to keep gutters clear of leaves and they will start cleaning catch basins when weather permits. He also reported they hauled the stone for the Spray Park Parking Lot and purchased the mirafi paper for it. The Snow and Ice Plan is updated and ready to turn in, Denise is finalizing the document. He has spoken to Jeremy at the State and they are working on getting the Town paid for last year. Mr. Caschetta reported the Highway revenue for 2022 is \$727,483.17.

TOWN CLERK, Michelle Booth, reported that school taxes are completely finalized; the credit card terminal is receiving a lot of positive feedback; Ann Brade, NYS Ag & Markets, did an inspection on Joel Taylor, and the dog control procedures, we are in compliance with their requirements; Mendon Green submitted the Plot Plan information, it was reviewed and signed off on so they can file with Monroe County; she is anticipating the Town and County Warrant by the end of the month, Tax Collection will start on January 2; Hunting license sales have slowed down substantially; and the Board Room has been prepared and cleaned for the transition back, after the first of the year.

TOWN BOARD

Brent Rosiek, attended the Mendon Community Business Association meeting, they hosted 2 events, Holidays in the Hamlet and the Ugly Sweater Run; he thought it was well attended. Mr. Rosiek met with the Supervisor and the Building Department about Short Term Rentals; met with the Building Inspector regarding Special Use Permits and possible application process revisions, the Planning Board (PB) and

Zoning Board of Appeals (ZBA) roles, the PB and ZBA application process; he provided an update on the Planning Board meetings, he anticipated some of the Hamlet Business owners to attend tonight's meeting with some concerns, but there wasn't anyone in attendance.

Cynthia Carroll, reported that she also attended the Holidays in the Hamlet event, she thought the turnout was very good. She attended the library meeting, and reported that they are going to do a Capital Improvement Plan and one of the trustees, Tim Boldt has resigned. Ms. Carroll thanked everyone for helping hand out Hot Cocoa and Cookies during the Christmas Parade.

Thomas Dubois, gave an update on the Environmental Conservation Board, Peter Carosa will be transitioning into the role of Chairman at the begin of the year and Mr. Wetter has resigned, so they will have 2 open seats on the Board in January. He also reported the Zoning Board of Appeals have not had any meetings to report on. Mr. Dubois has been working with the school to implement a busing option to the Mendon Youth Center after school, this should be up and going in the next few days; he says attendance has increased since the weather has changed.

TOWN SUPERVISOR, John Moffitt, attended a Budgeting and Accounting training recently, he reviewed a few things that he learned and would like to start doing in the new year. He reported that the Mendon Community Business Association has asked to use the Mendon Hamlet Trademark for various things; the Board decided no, it was a Trademark for a reason. Mr. Moffitt was asked what year the Code Enforcement Officer's truck was, that was just replaced; it was a 2015. The Historical society was in last month about have a small wine sampling during a special wine presentation at the Mendon Community Center, the Board approved the request if the liquor license was obtained. 20 Deep Winery will be serving the wine, they will be covered under that licensing for the night. There have been a couple complaints about dogs running without a leash at the Semmel Rd Park, Mr. Moffitt will get some signage to hopefully resolve the issue. The Supervisor also stated he has a meeting with Jennifer Lunsford, NYS Assemblymember, coming up; Tim Boldt from the Library Board has resigned, he has met with Board members and building dept personnel regarding short term rentals, the Kuhn's case is scheduled back in court on December 20, he will be attending, he went to the HFFD Turkey Raffle and the Mason's Christmas Party; had a meeting and walk thru at the Equicenter, in which he enjoyed. Mr. Moffitt also received a thank you note, from a resident, for the Veteran's luncheon and provided that Board with a copy.

SUPERVISOR'S MONTHLY REPORT

(Resolution 22-245)

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to acknowledge receipt of the Supervisor's Monthly Report for November 2022.

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

TOWN CLERK'S MONTHLY REPORT

(Resolution 22-246)

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to acknowledge receipt of the Town Clerk's Monthly Report for November 2022, showing receipts and disbursements in the amount of \$5,885.57.

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

MINUTES

(Resolution 22-247)

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to approve the minutes of the regular and Special Town Board Meetings held on November 15, 2021, December 13, 2021, December 29, 2021 and November 14, 2022 as presented

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

BUDGET TRANSFERS/ADJUSTMENTS***(Resolution 22-248)***

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

Fr: A1355.31R	Assessor - Reserves	\$10,000.00
To: NY-01-1255-004	Reserves - Assessor	\$10,000.00
Fr: A3510.430	Veterinarian Charges	\$100.00
To: A3510.440	Dog Control Equipment	\$100.00
Fr: A5010.44	Highway Equip. Maintenance	\$200.00
To: A510.47	Highway Advertisement	\$200.00
Fr: B9950.2	Hamlet Sidewalks	\$50,000.00
To: NY-01-1255-0008	Sidewalk Reserves	\$50,000.00
Fr: A1620.200	Town Hall Equipment	\$1,200.00
To: A1670.401	Office Supplies	\$1,200.00
Fr: A1620.200	Town Hall Equipment	\$500.00
To: A1670.403	Copier Maintenance	\$500.00
Fr: B7560.46	Hamlet Beautification	\$500.00
To: B1900.400	Special Item – Copier	\$500.00
Fr: B1170	Sales Tax – revenue	\$1,800.00
To: B3410.1	Fire Marshall	\$1,800.00
Fr: A1355.480	Assessor – Small Claims Refunds	\$500.00
To: A1355.410	Assessor Travel/Dues	\$500.00
Fr: DA5130.1	Machinery – Personnel	\$5,000.00
To: DA5130.4	Transportation Contractual	\$5,000.00

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

VOUCHERS**General Abstract*****(Resolution 22-249)***

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to approve all claims on vouchers numbered 22-830 to 22-906, on General Abstract 22-12, in the amount of \$73,227.88.

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

Library Abstract

Library vouchers numbered 22-165 to 22-182, on Library Abstract 22-12, in the amount of \$12,984.55 were presented to the Town Board for payment.

CHANGE ORDER #1 -WHITNEY EAST – SPLASH PARK***(Resolution 22-250)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to accept change order #1 for the amount \$583.00 for fabrication of grate and shelf angles.

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

CHANGE ORDER #2 -WHITNEY EAST – SPLASH PARK***(Resolution 22-251)***

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to accept change order #2 for the amount \$8,514.55 for water line winterization and drain.

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

AMBULANCE CONTRACT***(Resolution 22-252)***

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to enter into a contract for ambulance service with the Village of Honeoye Falls, not to exceed \$131,701.00 from account B4540.4.

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

ADDITIONAL MEETINGS FOR FIRE PROTECTION COMMITTEE***(Resolution 22-253)***

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek, to schedule additional meetings for the Fire Protection Committee on February 8 & February 23, at the Mendon Community Center.

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

EQUIPMENT INVENTORY – MINIMUM AMOUNT***(Resolution 22-254)***

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to set the minimum amount for the Highway Equipment Inventory to \$500.00, as per GML 142-3.

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

FUEL INVENTORY – AUDIT***(Resolution 22-255)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to establish a Town Board subcommittee to audit the fuel at the Highway Department quarterly. The Board members will conduct the audit as follows:

- Yearly Court Auditors will do Q1 & Q2 Fuel Audit
- Yearly Finance Auditors will do Q3 & Q4 Fuel Audit

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

HIGHWAY EQUIPMENT PURCHASE - SNOWBLOWER***(Resolution 22-256)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to purchase, off State Bid, M7046 Snowblower, 32/60 from Clark Equipment, account number DB5110.2, not to exceed \$4,772.04.

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

MONROE COUNTY ASSOC. OF TOWN SUPERINTENDENTS OF HIGHWAYS***(Resolution 22-257)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to fund \$295.00 for the Mendon Highway Superintendent for annual dues, from account A5010.41.

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

2015 FORD F-150 FOR AUCTION

(Resolution 22-258)

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to send a 2015 Ford F-150, formerly used by the Code Enforcement Officer, to Auction, at the earliest possible convenience.

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

RIEDMANN/BRW OF GREECE LLC – LETTER OF CREDIT

(Resolution 22-259)

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to release the previous letter of credit with Bank of America and invoke the new letter of credit with Five Star Bank. The amount remains the same at \$1,700,399.75.

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

BRW OF GREECE LLC – LETTER OF CREDIT

(Resolution 22-260)

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to release a portion (\$53,394.00) from the letter of credit for BRW of Greece, LLC for work completed as per letter received by Labella, Town Engineers for water main piping dated December 8, 2022.

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

PUBLIC COMMENT

Danny Bassette, West Main St. Honeoye Falls, commented about music at the Christmas Parade.

ADJOURNMENT

(Resolution 22-261)

A motion was made by Mr. Dubois, seconded by Mr. Rosiek, to adjourn the meeting at 8:05 pm.

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