

TOWN OF MENDON
Town Board Agenda – Tentative
Monday, April 10, 2023 – 7:00PM
16 West 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
10. Abstract of Audited Vouchers
11. Town of Mendon- Report from the Fire Service Committee
12. Contract for Shredding Materials for Residents
13. RG&E Contract for Street Lighting
14. Special Meeting- Town Board- April 24, 2023
15. Fee Schedule- Town of Mendon Building Dept.
16. Blaze Soccer Application- Dreisbach Fields
17. Ambulance Contract- Village of Honeoye Falls
18. Comprehensive Plan Amendment- For Approval
19. Replacement Sign- Mendon Highway Dept.
20. Local Law #1 2023- Short Term Rentals Chapter 236- Schedule Public Hearing
21. Local Law #2 2023- Bed and Breakfasts Establishments Chapter 260-52- Schedule Public Hearing
22. Local Law #3 2023- Deleting Sentence Town Code 206-61(A)- Schedule a Public Hearing
23. Local Law #4 2023- Chapter 26-24 (B) insertion of (3)- Schedule a Public Hearing
24. Request for Speed Reduction- Parrish Road
25. Monroe County Hazard Mitigation Plan 2023 Update
26. Town Finance School Attendance
27. Highway School Attendance
28. NYS Retirement Seminar
29. Budget Transfer Reserve Fund
30. Purchase- Felling Tag Trailer
31. Purchase- Toro Mower
32. Authorization to Purchase- International Cab and Chassis with Plow Equipment
33. Highway Dept. Items for Auction
34. Release of Credit- Mendon Green
35. National Library Week 2023
36. Public Comment
37. Adjournment

TENTATIVE LIST OF POSSIBLE RESOLUTIONS TO BE CONSIDERED AT THE:

April 10, 2023, Regular Town Board Meeting

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. AGENDA

(Resolution 23-___)

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

4. PUBLIC COMMENT

5. COMMUNICATIONS

Highway Superintendent

Town Clerk

Town Attorney

Town Board

Supervisor

6. SUPERVISOR'S MONTHLY REPORT

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to acknowledge receipt of the Supervisor's Monthly Report for March 2023.

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

7. TOWN CLERK'S MONTHLY REPORT

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to acknowledge receipt of the Town Clerk's Monthly Report for March 2023, showing receipts and disbursements in the amount of \$102,875.49

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

8. MINUTES

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to approve the minutes of the regular Town Board Meeting as presented OR with the following amendments: *(amendments, if any, go here)*. March 13, 27, 29 - 2023

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

9. BUDGET TRANSFERS

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to approve the following budget transfers for the 2023 budget:

Fr: A Fund	Fund Balance	\$30,000.00
To: A1620.200	B&G Equipment	\$30,000.00
Fr: A9010.8	State Retirement	\$5,000.00
To: A 5132.4	Garage Contractual	\$5,000.00

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

10. VOUCHERS

General Abstract

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to approve all claims on vouchers numbered 23- to 23, on General Abstract 23-03, in the amount of \$553,372.13.

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

Library Abstract

Library vouchers numbered 23-035 to 23-056, on Library Abstract 23-03, in the amount of \$6,199.83 were presented to the Town Board for payment.

11. TOWN OF MENDON- REPORT FROM THE FIRE SERVICE COMMITTEE

Discussion

12. CONTRACT FOR SHREDDING MATERIALS FOR RESIDENTS

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to approve the contract with Shred-It to shred paper for residents at the Recycle Event on October 14, 2023. Not to exceed \$810.90 from account A1010.410

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

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13. RG&E CONTRACT FOR STREET LIGHTING

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the contract with Rochester Gas and Electric Corporation for street light replacement with LED bulbs. From account B5182.4, not to exceed \$1,307.20

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

14. SPECIAL MEETING- TOWN BOARD- APRIL 24, 2023

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to schedule a Public Hearing on Monday, April 24, 2023 at the **Mendon Community Center**, 167 North Main St. Honeoye Falls, NY at 7:00pm. Regarding revisions to the Mendon Town Code. Specifically, Chapter 236 Short-Term Rentals also Bed and Breakfast Establishments Chapter 260-52.

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

15. FEE SCHEDULE- BUILDING DEPT.

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to modify the fee schedule for the Town of Mendon Fee Schedule for EV Charger Inspection \$30.00 and Burn Permits \$25.00

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

16. BLAZE SOCCER- DREISBACH FIELDS

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to allow Blaze Soccer to use Dreisbach Fields for ages 10-12, May 16- July 28, 2023. Payment has been received of \$400.00 and proper insurance provided.

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

17. AMBULANCE CONTRACT- VILLAGE OF HONEOYE FALLS

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to enter into a contract for Ambulance Service for the calendar year 2023 for the sum \$123,790.00 from account B4540.4

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

18. 11. COMPREHENSIVE PLAN AMENDMENT- FOR APPROVAL (Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to amend the Comprehensive Plan of the Town of Mendon, originally adopted on February 8, 2021. Regarding Short Term Property Rental. Monroe County Planning has reviewed and replied “this is a local matter.”

Short-Term Property Rental

Background

At their Regular Meeting on August 22, 2022, the Mendon Town Board proposed Local Law #2 to impose a moratorium on short-term property rental. They scheduled August 29, 2022 for a Special Meeting and Public Hearing on this proposal. Following the Public Hearing, the Board adopted *Resolution 22-184*, establishing a 6-month moratorium on the practice of short-term rentals.

At their Regular Meeting on September 26, 2022 the Board scheduled a Special Meeting on October 24, 2022 as a “Public Workshop” to gather additional information from the public to fully vet continuing interest and concern about the practical use of private property as short-term rentals.

At their Regular Meeting on January 23, 2023, the Board adopted *Resolution 23-079*, to extend the moratorium for 180 days as stipulated and allowed in the Resolution that established the moratorium.

Land Use Definition

The practice of “short-term rental” in the Town outside the Village of Honeoye Falls emerged in 2021. Its purpose, for what are previously owner-occupied private homes, is defined and advertised as, “vacation rentals or temporary lodging for transient guests without the property owner on-site during the rental period.”

This form of rental is not comparable to a “hosted” Bed and Breakfast rental where the property owner or a permanent resident is on-site during the rental period.

Land Use Determination

The purchase of private, residential property for conversion to “Short-Term Rental” (as defined above), is considered a business. Business/Commercial land use is regulated in the Town Zoning Code.

Commercial Land Use and the Town Comprehensive Plan

Aside from the public comments received by the Board across the span of the moratorium, public sentiment about land use is on-record in the latest version of the *Town of Mendon Comprehensive Plan*, Adopted by the Board on February 8, 2021. By its nature, this plan addresses all aspects of the community as assessed by residents and considered by the citizen’s

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Advisory Committee. The *Plan* expresses public views about Business/Commercial land use and is meaningful to the Town's discussion and deliberation about Short-Term Rental uses.

Consider these references from the *Plan*:

1. SWOT (strengths, weaknesses, opportunities and threats) Analysis...Appendix A

Strengths (to preserve):

- Rural Character
- Strong commercial/business base within the Hamlet and the Village
- Natural Resources
- Property value retention

Weaknesses:

- Housing affordability
- Lack of sewer infrastructure, sidewalks and parking in the Hamlet

Opportunities:

- Strengthen Village and Hamlet as business centers
- Look at opportunities for different sized businesses

2. Guiding Principles and Implementation of these principles...Tables

- "Revise the Town Zoning Map and regulations" (p. 63): "Prepare updated Zoning Map and necessary regulatory language" (p. 74).
- "Support the development of the Hamlet of Mendon including maintaining mixed use zoning" (p. 66): "Establish a detailed vision for the Hamlet core area and Hamlet transition area to aid in enhancement, redevelopment and preservation of the neighborhood. Update, or develop a new Hamlet Master Plan" (p. 83).
- "Promote mixed-use development and redevelopment in the Hamlet of Mendon" (p. 68): "Permit residential uses on the upper floors of commercial buildings and update Zoning to encourage building development or redevelopment with a mix of uses instead of single uses" (p. 85).

Conclusion

As already defined, "Short-Term Rental" is a business/commercial enterprise. As such, its practice should be considered and regulated within the Business/Commercial section of the Town's Zoning Code. This approach serves resident concerns expressed by participants at Town meetings and is consistent with the general public's intent for land use and economic development as expressed in the Town's *Comprehensive Plan*. This approach is sensitive to current and future neighboring property owners and their property rights. And, viewed as business/commerce, there may be viable economic development opportunities.

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

19. REPLACEMENT SIGN- MENDON HIGHWAY DEPARTMENT

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to place a scrap snowplow with the Town of Mendon name attached at 101 Semmel Road at a cost of \$485.47 from account number A5132.4

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

20. LOCAL LAW #1 2023

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to schedule a Public Hearing at a Special Meeting on Monday, April 24, 2023. 2023 at the **Mendon Community Center**, 167 North Main St. Honeoye Falls, NY at 7:00pm. Regarding revisions to the Mendon Town Code. Chapter 236 Short- Term Rentals. Local Law related to Chapter 236, attached.

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

21. LOCAL LAW #2 2023

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to schedule a Public Hearing at a Special Meeting on Monday, April 24, 2023. 2023 at the **Mendon Community Center**, 167 North Main St. Honeoye Falls, NY at 7:00pm. Regarding revisions to the Mendon Town Code. Bed and Breakfast Establishments Chapter 260-52, attached.

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

22. LOCAL LAW #3 2023- DELETING SENTENCE TOWN CODE 260-61(A)

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to schedule a Public Hearing on deleting a sentence from Mendon Town code 260-61(A). "If no decision is made within said sixty-two-day period, the preliminary site plan shall be considered approved and the applicant so notified." Public Hearing to be held on May 8, 2023 at the Mendon Town Hall, 16 West Main St. Honeoye Falls, 7:00pm or after.

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

**23. LOCAL LAW #4 2023- CHAPTER 260-24 (B) INSERTION OF (3)- SCHEDULE A
PUBLIC HEARING**

(Resolution 23-____)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to schedule a Public Hearing on inserting 260-24 General Provisions B. (3) Procedures at the Mendon Town Hall, 16 West Main St. Honeoye Falls, 7:00pm or after.

A Special Use Permit is not transferable to a new owner or a new person having interest in the land. The new owner or person having interest in the land shall be required to reapply to the planning Board for a new Special Use Permit. Public Hearing to be held on May 8, 2023

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

24. SPEED REDUCTION REQUEST

(Resolution 23-____)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to authorize the Supervisor to write a letter to the appropriate agencies in support of a Speed Limit reduction on Parrish Road, in the Town of Mendon.

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

25. MONROE COUNTY HAZARD MITIGATION PLAN 2023 UPDATE

(Resolution 23-____)

A motion was made by Mr/s. _____, seconded by Mr/s. _____,

A RESOLUTION OF THE TOWN OF MENDON ADOPTING THE MONROE COUNTY
HAZARD MITIGATION PLAN 2023 UPDATE.

WHEREAS the Town of Mendon recognizes the threat that natural hazards pose to people and property within Town of Mendon; and

WHEREAS the Town of Mendon has prepared a multi-hazard mitigation plan, hereby known as the Monroe County Hazard Mitigation Plan 2023 Update in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS the Monroe County Hazard Mitigation Plan 2023 Update identifies mitigation goals and actions to reduce or eliminate long-term risk to people and property in Town of Mendon from the impacts of future hazards and disasters; and

WHEREAS adoption by the Town of Mendon demonstrates their commitment to hazard mitigation and achieving the goals outlined in the Monroe County Hazard Mitigation Plan 2023 Update.

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NOW THEREFORE, BE IT RESOLVED BY THE TOWN OF MENDON NEW YORK, THAT:

Section 1. In accordance with Home Rule, the Town of Mendon adopts the 2023 Monroe County Hazard Mitigation Plan for 2023. This plan, approved by the community, may be edited or amended after submission for review, but will not require the community to re-adopt any further iterations. This only applies to this specific plan and does not absolve the community from updating the plan in 5 years.

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

26. FINANCE SCHOOL ATTENDANCE

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____ to authorize John Moffitt and Brent Rosiek to attend Finance School, Geneva NY May 8-9, 2023. Not to exceed \$200 each registration plus mileage from account A1220.410 and A1010.410

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

27. HIGHWAY SCHOOL ATTENDANCE

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____ to authorize Andrew Caschetta, Highway Superintendent, to attend Highway School in Ithaca, NY June 5-7, 2023. Not to exceed \$600, including hotel and registration from account A5010.46

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

28. NYS RETIREMENT SEMINAR- ATTENDANCE

(Resolution 23-___)

A motion was made by Mr/s. ____, seconded by Mr/s. ____ to authorize Kelli Parmelee, Finance Director, to attend the NYS Retirement Seminar April 21, 2023 in Brighton, NY. There is no cost for the seminar and mileage will be charged to account A1310.410

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

29. BUDGET TRANSFER RESERVE FUND

(Resolution 22-)

A motion was made by Mr/s. ____, seconded by Mr/s. ____, to transfer \$360,000.00 from the DA Equipment Fund Reserves Account NY-01-1255-0011, to DA 5130.2 Equipment.

This resolution is subject to permissive referendum.

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

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30. AUTHORIZATION TO PURCHASE- FELLING TAG TRAILER

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____ to purchase a Felling Tag Trailer, from Tracy Road Equipment not to exceed \$39,174.00 based on the Highway Superintendents recommendation from account DA5130.2 In accordance with the Capital Improvement Plan and the Town of Mendon Procurement Policy.

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

31. AUTHORIZATION TO PURCHASE- TORO MOWER

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____ to purchase a Toro Mower, from Grassland not to exceed \$67,888.24 based on the Highway Superintendents recommendation, from account A1620.200 In accordance with the Capital Improvement Plan and the Town of Mendon Procurement Policy.

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

32. AUTHORIZATION TO PURCHASE- INTERNATIONAL CAB AND CHASSIS WITH PLOW EQUIPMENT

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____ to purchase an International Cab and Chassis, not to exceed \$312,452.64 from International and Henderson Products, based on the Highway Superintendents recommendation, from account DA5130.2 In accordance with the Capital Improvement Plan and the Town of Mendon Procurement Policy.

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

33. HIGHWAY DEPT. ITEMS FOR AUCTION

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____ to send the following items for auction.

Harder Salt Spreader- Model ES160, Serial #29602, 2010 Model
and two John Deere tractor wheels (size 34TW15L)

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

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34. MENDON GREEN LETTER OF CREDIT RELEASE

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____ to release \$127,834.30 to Riedman Assoc. as proposed by Marathon Engineering and LaBella Engineers.

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

35. NATIONAL LIBRARY WEEK 2023

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____ to proclaim National Library Week April 23-29, 2023.

WHEREAS, libraries provide the opportunity for everyone to pursue their passions and engage in lifelong learning, allowing them to live their best life;

WHEREAS, libraries have long served as trusted institutions for all members of the community regardless of race, ethnicity, creed, ability, sexual orientation, gender identity, or socio-economic status;

WHEREAS, libraries strive to develop and maintain programs and collections that are as diverse as the populations they serve and ensure equity of access for all;

WHEREAS, libraries adapt to the ever-changing needs of their communities, continually expanding their collections, services, and partnerships;

WHEREAS, libraries play a critical role in the economic vitality of communities by providing internet and technology access, literacy skills, and support for job seekers, small businesses, and entrepreneurs;

WHEREAS, libraries are accessible and inclusive places that promote a sense of local connections, advancing understanding, civic engagement, and shared community goals;

WHEREAS, libraries are cornerstones of democracy, promoting the free exchange of information and ideas for all;

WHEREAS, libraries, librarians, and library workers are joining library supporters and advocates across the nation to celebrate National Library Week;

NOW, THEREFORE, be it resolved that the Town of Mendon, proclaim National Library Week, April 23-29, 2023. During this week, I encourage all residents to visit their library to explore the wealth of resources available.

36. PUBLIC COMMENT

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37. ADJOURNMENT

(Resolution 23-____)

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

Numbers correspond with Tentative Agenda.

Town of Mendon
Supervisor's Report
March 2023

Fund	Revenues			Expenditures			Appropriated Fund Balance						
	Budget	Budget as Amended	Year to Date	Balance	% Received	Budget	Budget as Amended	Year to Date	Balance	% Expensed	Budget	Budget as Amended	Year to Date
A-General Townwide	\$1,494,723	\$1,494,723	\$985,380	\$509,343	66%	\$1,673,747	\$1,679,118	\$433,138	\$1,245,980	26%	\$179,024	\$184,395	\$552,242
B-General Parttown	\$482,744	\$482,744	\$208,541	\$274,203	43%	\$702,474	\$703,239	\$92,373	\$610,865	13%	\$219,730	\$220,495	\$116,168
DA-Highway Townwide	\$553,326	\$553,326	\$191,965	\$361,361	35%	\$1,010,850	\$1,024,866	\$154,759	\$870,107	15%	\$7,524	\$467,865	\$37,206
DB-Highway Parttown	\$1,490,097	\$1,490,097	\$939,802	\$550,295	63%	\$1,710,097	\$1,716,190	\$429,836	\$1,286,355	25%	\$220,000	\$225,093	\$509,967
L-Library Townwide	\$383,800	\$383,800	\$380,314	\$3,487	99%	\$383,800	\$384,150	\$101,074	\$283,076	26%	\$0	\$350	\$279,239
SD-Special Districts	\$245,720	\$245,720	\$245,736	-\$16	100%	\$237,304	\$237,304	\$174,666	\$62,638	74%	\$3,000	\$3,000	\$71,070
	\$4,650,410	\$4,650,410	\$2,951,738	\$1,698,672	63%	\$5,718,272	\$5,744,867	\$1,385,846	\$4,359,021	24%	\$629,278	\$1,102,199	\$1,565,892
Calculation of Surplus Funds													
	A-General Townwide	B-General Parttown	DA-Highway Townwide	DB-Highway Parttown	L-Library Townwide	SD-Special Districts							
Assigned Fund Balance 1/1/23	\$217,024	\$219,730	\$457,524	\$220,000	\$0	\$3,000							
Committed 12/31/22	\$5,371	\$765	\$10,341	\$6,093	\$350	\$0							
Restricted 12/31/22	\$467,543	\$958,732	\$11,173	\$1,425,103	\$0	\$0							
Actual Fund Balance 12/31/22	\$1,234,837	\$1,487,016	\$640,856	\$1,866,439	\$36,737	\$33,235							
Unassigned Fund Balance 12/31/22	\$506,899	\$307,790	\$161,817	\$215,242	\$36,387	\$30,235							
03/01/23-03/31/23 Change in Fund Balance	\$552,242	\$116,168	\$37,206	\$509,967	\$279,239	\$71,070							
*** 3/27/23 TB approved use of \$38,000 in FB from the A Fund to purchase a mower.													

TOWN CLERK'S MONTHLY REPORT

TOWN OF MENDON, NEW YORK

MARCH, 2023

TO THE SUPERVISOR:

PAGE 1

Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

A1255			
	<u>6</u>	DECALS	<u>6.08</u>
	<u>4</u>	MARRIAGE LICENSES NO. 23001 TO 23004	<u>70.00</u>
	<u>3</u>	MARRIAGE TRANSCRIPT	<u>30.00</u>
TOTAL TOWN CLERK FEES			106.08
<hr/>			
A1170			
	<u>1</u>	CABLE FRANCHISE FEE	<u>41,270.05</u>
TOTAL A1170			41,270.05
<hr/>			
A2408			
	<u>1</u>	COMMUNITY CENTER USAGE	<u>90.00</u>
TOTAL A2408			90.00
<hr/>			
A2544			
	<u>39</u>	DOG LICENSES	<u>216.00</u>
TOTAL A2544			216.00
<hr/>			
B2110			
	<u>1</u>	ZBA AREA VARIANCE	<u>250.00</u>
	<u>1</u>	ZBA PUBLIC HEARING	<u>100.00</u>
TOTAL B2110			350.00
<hr/>			
B2115			
	<u>1</u>	P B APP SITE PLAN	<u>350.00</u>
	<u>1</u>	P B SPECIAL USE	<u>250.00</u>
	<u>1</u>	PB SPECIAL USE AMENDMENT	<u>100.00</u>
TOTAL B2115			700.00
<hr/>			
B2555			
	<u>17</u>	BUILDING PERMIT	<u>2,615.20</u>
TOTAL B2555			2,615.20
<hr/>			
B2590			
	<u>1</u>	ROAD CUT FEE	<u>300.00</u>
	<u>1</u>	EPOD DEVELOPMENT PERMIT	<u>50.00</u>
TOTAL B2590			350.00
<hr/>			
B2665			
	<u>1</u>	AUCTION PROCEEDS	<u>23,200.00</u>
TOTAL B2665			23,200.00
<hr/>			
B2770			
	<u>4</u>	ENGINEERING FEE	<u>22,885.69</u>
	<u>1</u>	ENG REV ADV SITE PLN	<u>700.00</u>
TOTAL B2770			23,585.69

TOWN CLERK'S MONTHLY REPORT

MARCH, 2023

page 2

B2771			
	<u>1</u>	AROUND MENDON & HF	<u>20.00</u>
TOTAL B2771			20.00
<hr/>			
DA2306			
	<u>1</u>	MFD FUEL USAGE	<u>278.84</u>
TOTAL DA2306			278.84
<hr/>			
DA2665			
	<u>1</u>	SALE OF EQUIPMENT	<u>8,723.00</u>
TOTAL DA2665			8,723.00
<hr/>			
DB2306			
	<u>1</u>	SCHOOL SALT	<u>1,370.63</u>
TOTAL DB2306			1,370.63
<hr/>			

TOWN CLERK'S MONTHLY REPORT

MARCH, 2023

page 3

DISBURSEMENTS

*PAID TO SUPERVISOR FOR GENERAL FUND	41,682.13
*PAID TO SUPERVISOR FOR PART TOWN FUND	50,820.89
*PAID TO SUPERVISOR FOR HIGHWAY	1,370.63
*PAID TO SUPERVISOR FOR FUEL	9,001.84
PAID TO NYS DEC FOR DECALS	103.92
PAID TO NYS ANIMAL POPULATION CONTROL FUND	45.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	90.00

TOTAL DISBURSEMENTS

103,114.41

*Paid to Supervisor = \$102,875.49

APRIL 3, 2023

JOHN D. MOFFITT

, SUPERVISOR

STATE OF NEW YORK, COUNTY OF MONROE, TOWN OF MENDON

I, Michelle Booth, being duly sworn, says that I am the Clerk of the TOWN OF MENDON that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and sworn to before me this

Michelle Booth

Town Clerk

3 day of April 2023

Kelli Parmelee
Notary Public

KELLI PARMELEE
Notary Public - State of New York
No. 01PA6423433
Qualified in Monroe County
My Commission Expires October 12, 2025

04/03/2023

08:27:32

TOWN OF MENDON

Detail of Decals Transactions

For the period 03/01/2023 through 03/31/2023

Date	Gross Sales	Commission	Net Sales
03/01/2023	5.00	0.28	4.72
03/21/2023	5.00	0.28	4.72
03/22/2023	25.00	1.38	23.62
03/24/2023	25.00	1.38	23.62
03/29/2023	25.00	1.38	23.62
03/31/2023	25.00	1.38	23.62
Grand Total:	110.00	6.08	103.92

Monthly Report of Marriage Licenses Issued

SEE INSTRUCTIONS AT BOTTOM OF PAGE

Report for the month of <u>MARCH</u> 2023 City or Town of <u>MENDON</u> County of <u>MONROE</u>	DEP. NO. _____ \$ _____ CHECK # _____ DO NOT WRITE IN ABOVE SPACE
--	--

Pursuant to the provisions of Section 15 of the Domestic Relations Law, as last amended by Chapter 62 of the Laws of 2003, I herewith transmit to the State Commissioner of Health a fee of twenty-two dollars and fifty cents for each marriage license issued by me during the month covered by this report.

Licenses were numbered from 001 to 004 inclusive. (Total Active Military: 0)
(if ONE license was issued place number in first space only!) (if NO licenses were issued write "NONE" in above space)

Make remittance by CHECK or MONEY ORDER payable to the State Department of Health DO NOT SEND CASH Amount of remittance with this report \$ <u>90.00</u>	Name of City or Town Clerk (Please Print) <u>Michelle Booth</u>	
	Signature of City or Town Clerk _____	Date <u>04/03/2023</u>
	Mailing Address <u>16 WEST MAIN STREET</u> <u>HONEOYE FALLS NY</u> Zip <u>14472</u> E-mail Address _____ Phone <u>(585) 624-6060</u>	

INSTRUCTIONS

THIS MONTHLY REPORT OF MARRIAGE LICENSES ISSUED MUST BE TRANSMITTED TO THE STATE DEPARTMENT OF HEALTH AT THE ABOVE ADDRESS FOR EACH MONTH regardless of whether or not any licenses were issued. If no licenses were issued, indicate NONE in the space provided for license numbers.

The issuance of a marriage license makes you responsible for the remittance fee of \$22.50 regardless of whether or not the marriage ceremony is ever performed.

Marriage licenses must be numbered and reported consecutively throughout the year starting with number 1 at the beginning of EACH calendar year.

Pursuant to the authority of Section 19 of the New York State Domestic Relations Law, the Commissioner of Health has directed that this report, together with any fee, must be transmitted to the State Department of Health by the 15th of the month following the month which the report covers.

New York State Domestic Relations Law Section 22 provides that any Town or City Clerk who violates or fails to comply with any of the above mentioned reporting or filing requirements, shall be deemed guilty of a misdemeanor and shall pay a fine not exceeding the sum of one hundred dollars on a conviction thereof.

Month Reported: MARCH, 2023

County: MONROE

Code: 26

TOWN OF MENDON

Code: 09

Prepared by: Michelle Booth, TOWN CLERK

Date Prepared: APRIL 3, 2023

Dog License Monthly Report

Original ID Dog Licenses sold	<u>15</u>
Original Purebred License sold	<u>0</u>
Dog License Renewals sold	<u>25</u>
Purebred License Renewals sold	<u>0</u>
Total sold	<u>40</u>

LICENSE TYPES AND FEES COLLECTED

	<u>Quantity</u>	<u>Local Fees</u>	<u>Surcharge Fees</u>
Spayed and Neutered Dogs	<u>36</u>	\$5.00 ea <u>180.00</u>	\$1.00 ea <u>36.00</u>
Unspayed and Unneutered Dogs	<u>3</u>	\$12.00 ea <u>36.00</u>	\$3.00 ea <u>9.00</u>
Exempt - Seeing Eye, War, Police	<u>1</u>	No Fee	<u>0.00</u>
Purebred License (1-10 dogs) Spayed & Neutered	<u>0</u>	\$25.00 ea <u>0.00</u>	<u>0.00</u>
Purebred License (1-10 dogs) Unspayed & Unneutered			<u>0.00</u>
Purebred License (11-25 dogs) Spayed & Neutered	<u>0</u>	\$50.00 ea <u>0.00</u>	<u>0.00</u>
Purebred License (11-25 dogs) Unspayed & Unneutered			<u>0.00</u>
Purebred License (26+ dogs) Spayed & Neutered	<u>0</u>	\$75.00 ea <u>0.00</u>	<u>0.00</u>
Purebred License (26+ dogs) Unspayed & Unneutered			<u>0.00</u>
Total licenses sold	<u>40</u>	<u>216.00</u>	<u>45.00</u>

REPLACEMENT AND PUREBRED TAG ORDERS

Replacement Tags	<u>0</u>	<u>0.00</u>
Purebred Tags	<u>0</u>	<u>0.00</u>
Total tags sold	<u>0</u>	<u>0.00</u>

DISBURSEMENTS

Paid to Supervisor \$216.00

Paid to NYS Animal Population Control Program \$45.00

04/03/2023
08:29:14

TOWN OF MENDON
Detail of Other Revenue Transactions
For the period 03/01/2023 through 03/31/2023

Type	Date	Comment	Name	Quantity	Fee
AUCT	AUCTION PROCEEDS				
1.AUCT	03/06/2023	2015 FORD F150 EXT CAB PICKUP	TEITSWORTH, ROY INC	1	23,200.00
				1	23,200.00
BLDG	BUILDING PERMIT				
2.BLDG	03/02/2023	8865 - 3247 RSHMNDN - ADDTN	EQUICENTER	1	100.00
3.BLDG	03/02/2023	8866 - 44 OLD STABLE - SHED	PALIANI	1	50.00
4.BLDG	03/07/2023	8867 - 57 AMANN - POLE BARN	MEISENZAHN	1	125.00
5.BLDG	03/07/2023	8868 - 90 HUNTINGTON - GEOTHER	LIVINGSTON	1	75.00
6.BLDG	03/08/2023	8869 - 79 SMITH - INGR POOL	CAREY	1	125.00
7.BLDG	03/08/2023	8870 - 6984 RSH LIMA - INGR PL	SILSBY	1	125.00
8.BLDG	03/13/2023	8871 - 26 PARTRDG HLO - GEOTHR	CIURCA	1	75.00
9.BLDG	03/16/2023	GAS INSERT, 437 POND RD	REMLEY,DAVID	1	50.00
10.BLDG	03/17/2023	8873 - 50 LANNING _ SFD	DONALDSON	1	1,023.40
11.BLDG	03/20/2023	ADDITION/REMODEL	KOELSCH	1	100.00
12.BLDG	03/21/2023	840 BHR, GENERATOR, MARLOCK E	WOOD	1	100.00
13.BLDG	03/21/2023	POLE BARN, 62 PROBST,CREEKSIDE	PETER, DAVID	1	316.80
14.BLDG	03/22/2023	8877-1242 PITTS MDN CTR-EV CHG	LYLE	1	50.00
15.BLDG	03/23/2023	5 MORGAN CHASE - REMODEL	VITULLO	1	100.00
16.BLDG	03/23/2023	WINDOW REPLACE 79 CFRD	LUCAS, FRED	1	50.00
17.BLDG	03/27/2023	CHIMNEY REPAIR	STEANS	1	50.00
18.BLDG	03/31/2023	118 BOUGHTON ADDITION	COTTLE,NICKI	1	100.00
				17	2,615.20
CABL	CABLE FRANCHISE FEE				
19.CABL	03/06/2023	SEMIANNUAL PAYMENT	CHARTER COMMUNICATIONS	1	41,270.05
				1	41,270.05
COMM	COMMUNITY CENTER USAGE				
20.COMM	03/13/2023	USE ON 2/11/23	WHITENOR	1	90.00
				1	90.00
EASP	ENG REV ADV SITE PLN				
21.EASP	03/21/2023	POND RD	MCDERMOTT SITE PLAN	1	700.00
				1	700.00

Type	Date	Comment	Name	Quantity	Fee
ENGF	ENGINEERING FEE				
22.ENGF	03/06/2023	3247 RUSH MENDON RD	EQUICENTER INC	1	287.50
23.ENGF	03/16/2023	INV# 187306	RIEDMAN ACQUISITIONS	1	20,078.81
24.ENGF	03/16/2023	OVERPAYMENT OF INV#187306	RIEDMAN ACQUISITIONS	1	2,019.38
25.ENGF	03/24/2023	HARLOFF RD	38 SAGINAW LLC	1	500.00
				4	22,885.69
EPOD	EPOD DEVELOPMENT PERMIT				
26.EPOD	03/13/2023	26 PARTRIDGE HOLLOW	CIURCA	1	50.00
				1	50.00
EQSL	SALE OF EQUIPMENT				
27.EQSL	03/20/2023	ROY TEITSWORTH,INC	SALE OF EQUIPMENT	1	8,723.00
				1	8,723.00
FUEL	MFD FUEL USAGE				
28.FUEL	03/13/2023	FEBRUARY USAGE	MENDON FIRE DEPARTMENT	1	278.84
				1	278.84
MDHF	AROUND MENDON & HF				
29.MDHF	03/20/2023		KOELSCH	1	20.00
				1	20.00
MT	MARRIAGE TRANSCRIPT				
30.MT	03/06/2023	98037	GARRETT	1	10.00
31.MT	03/16/2023	22008	ROWLING	1	10.00
32.MT	03/22/2023	FOR ENHANCED DL	STEINMILLER, JONATHAN & STACEY	1	10.00
				3	30.00
PASP	P B APP SITE PLAN				
33.PASP	03/21/2023	POND RD	MCDERMOTT SITE PLAN	1	350.00
				1	350.00
PBAM	PB SPECIAL USE AMENDMENT				
34.PBAM	03/20/2023	122 CANFIELD RD	CANFIELD VET SUP AMENDMENT	1	100.00
				1	100.00
PBSU	P B SPECIAL USE				
35.PBSU	03/20/2023	122 CANFIELD RD	CANFIELD VET SUP	1	250.00
				1	250.00

Type	Date	Comment	Name	Quantity	Fee
ROAD	ROAD CUT FEE				
36.ROAD	03/27/2023	COLE RD	BESWICK, JIM	1	300.00
				1	300.00
SCHS	SCHOOL SALT				
37.SCHS	03/15/2023	FEB 2023 ROAD SALT	HF-L SCHOOL DISTRICT	1	1,370.63
				1	1,370.63
ZBAV	ZBA AREA VARIANCE				
38.ZBAV	03/17/2023	12 LANTERN LANE	SMITH AREA VARIANCE	1	250.00
				1	250.00
ZBPH	ZBA PUBLIC HEARING				
39.ZBPH	03/17/2023	12 LANTERN LANE	SMITH AREA VARIANCE	1	100.00
				1	100.00
Total Sales				39	102,583.41

3/13/2023

TOWN OF MENDON

REGULAR MEETING

The regular meeting of the Mendon Town Board was held at 7:00 PM, Monday, March 13, 2023, 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*
Karen R. Jenkins } *Members*
Brent Rosiek }

TOWN CLERK: Michelle Booth

HIGHWAY SUPERINTENDENT: Andrew Caschetta

OTHERS PRESENT: Danny Bassette, *Zoning Board Chair*, Katrina Allen, *Planning Board/ZBA Secretary*, Cory Trewer, *Chief of Honeoye Falls Fire Department*, and Anthony Militello, *Honeoye Falls Fire Department*, and Kim Roberts.

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

AGENDA

(Resolution 23-101)

A motion was made by Mr. Dubois, seconded by Mrs. Jenkins, to adopt the agenda as presented.

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

PUBLIC COMMENT

There were no comments.

COMMUNICATIONS

HIGHWAY SUPERINTENDENT, Andrew Caschetta, reported on Town Business and upcoming roadwork within Mendon. Spring Brush pickup will begin around April 24th.

TOWN CLERK, Michelle Booth, gave an update on the tax collection, has scheduled the Rabies/Recycling Event for October 14 from 10am-1pm. She is still working to get the Mobile Mammogram Unit and Senior Tax preparation help from AARP scheduled for Town residents.

TOWN BOARD

Brent Rosiek, reported on the next Planning Board meeting. He has supported the Planning Board Chair and Secretary in some modifications to the Planning and Zoning Board application process, which will be discussed later in the agenda. He updated on the Spray Park construction and the Mendon Community Business Association. Mr. Rosiek attended workshops with the supervisor and the Building Department; there was discussion of the possible review of the design criteria. During his conversation with the Monroe County Department of Health, he received the unsolicited kudos to Corey Gates and the Building Department staff for their diligence. Mr. Rosiek worked with Supervisor Moffitt, Ms. Meisenzahl, and the building department on the comprehensive plan updates that will be discussed later in the agenda. He reported several meetings with the business owners, Supervisor, and Building Department in the Hamlet. Mr. Rosiek filled in for Supervisor Moffitt on the Sentinel Pod casts on February 17th and 24th. He also suggested joint Planning Board and Environmental Conservation Board trainings to dive into EPODs and their purpose.

Karen Jenkins, reported on the Historic Preservation Committee; they welcomed a new member. She reported that the Fire Protection Service Committee has wrapped up, they have provided a lot of information.

Cynthia Carroll, reported the Town Hall annual audit was done on February 22nd. She filled in for the March 13th Planning Board meeting and gave an update. Mrs. Carroll reported on the library meeting and upcoming events.

Thomas Dubois, gave an update on the last two Zoning Board of Appeals meetings. He attended the Environmental Conservation Board meeting; reporting a presentation from Corey Gates that he said was very informational.

SUPERVISOR, John Moffitt, gave an update on the opening of the Spray Park/Military Memorial, they will notify the families within 30 days of the opening. He has met with the Village Administrator, Brian Anderson, in regards to the ambulance facility roof replacement. Mr. Moffitt sent a thank you letter to everyone on the Fire Service Committee and another one to both Fire Chiefs advising them of the joint meeting and inviting Fire Department members. The full committee report can be found on the website. He reported that Library Board of Trustees appointed a new member and Lila will be on vacation this week Kelly Paganelli will cover for her. Mr. Moffitt and Corey Gates met with a resident about Short Term Rentals. He updated the Board regarding repairs to the Fire System at the Library.

SUPERVISOR'S MONTHLY REPORT

(Resolution 23-102)

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek, to acknowledge receipt of the Supervisor's Monthly Report for February 2023.

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

TOWN CLERK'S MONTHLY REPORT

(Resolution 23-103)

A motion was made by Mr. Rosiek, seconded by Mrs. Jenkins, to acknowledge receipt of the Town Clerk's Monthly Report for February 2023, showing receipts and disbursements in the amount of \$6,946.10.

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

MINUTES

(Resolution 23-104)

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to approve the minutes of the February 13, 2023 Town Board Meeting as submitted.

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

BUDGET TRANSFERS

(Resolution 23-105)

A motion was made by Mr. Dubois, seconded by Mrs. Jenkins, to approve the following budget transfers for the 2023 budget:

Fr: A203	Five Star Reserves	\$1,129.24
To: A202	NY Class Reserves	\$1,129.24
Due From: A440	Snow and Ice (DA2417)	\$33,391.79
Due From: DA440	Snow and Ice (A2300)	\$1,500.10
Fr: A5132.410	Garage Maintenance	\$500.00
To: A5132.4	Garage Contractual	\$500.00

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

VOUCHERS**General Abstract*****(Resolution 23-106)***

A motion was made by Mrs. Jenkins, seconded by Mr. Rosiek, to approve all claims on vouchers numbered 23-140 to 23-213, on General Abstract 23-03, in the amount of \$68,660.22.

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

Library Abstract

Library vouchers numbered 23-021 to 23-034, on Library Abstract 23-03, in the amount of \$6,143.17 were presented to the Town Board for payment.

APOINTMENT- ENVIRONMENTAL CONSERVATION BOARD***(Resolution 23-107)***

A motion was made by Mr. Dubois, seconded by Mrs. Jenkins, to appoint Margaret Bailey to the Town of Mendon Environmental Conservation Board. Term to expire December 31, 2024.

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

SCRAP ITEMS***(Resolution 23-108)***

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek, to declare metal, stored at the Highway Department and the Youth Center Basement, as scrap and to be disposed of properly.

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

YOUTH CENTER- DISCUSSION

Discussion regarding the Youth Center and when to close for the season.

SPRAY PARK- SEPTIC SYSTEM CHANGE ORDER***(Resolution 23-109)***

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to approve the change order for the Septic System at the Spray Park, with Whitney East, not to exceed \$80,500.00 from account number H7150.4.

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

SPRAY PARK- SNOW GEESE BASE***(Resolution 23-110)***

A motion was made by Mrs. Jenkins, seconded by Mrs. Carroll, to approve a contract with John Grieco for stainless pipe material, stainless base plate, fabrication, and Crane for mounting. Not to exceed \$22,925.00 from account H7150.4.

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

EDUCATIONAL CONFERENCE- DEPUTY INSPECTOR***(Resolution 23-111)***

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to approve Timothy Fess, Deputy Building Inspector, to attend the Finger lakes Building Officials Assoc. Educational Conference on March 13-15, 2023. Not to exceed \$390.00 from account number B3620.401.

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

MENDON GREEN- PARTIAL CREDIT RELEASE***(Resolution 23-112)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to release \$61,703.10 from the Letter of Credit, as proposed by Marathon Engineering and Labella Associates, after the Town of Mendon receives the \$20,000.00 amount that has been billed to Riedmann Associates for engineering provided for Mendon Green.

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

SPECIAL MEETING - COMPREHENSIVE PLAN UPDATE PUBLIC HEARING
(Resolution 23-113)

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek, to schedule a Special Meeting on Monday, March 27, 2023 at 7:00PM for a Public Hearing regarding an update to the Town of Mendon Comprehensive Plan at the Town of Mendon Board Room, 16 West Main St. Honeoye Falls, NY.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye

SPECIAL MEETING - FIRE PROTECTION
(Resolution 23-114)

A motion was made by Mrs. Jenkins, seconded by Mrs. Carroll, to schedule a Special Meeting regarding Fire Protection within the Town of Mendon. This will be a joint meeting with the Mendon Fire District Commissioners and the Village of Honeoye Falls. The meeting will be held at the Mendon Firehouse, 101 Mendon-Ionia Rd. meeting room, 7:00 pm on Wednesday, March 29, 2023
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye

PLANNING BOARD FORMS - UPDATE
(Resolution 23-115)

A motion was made by Mr. Rosiek, seconded by Mrs. Jenkins, to update Special Use Permit, Subdivision, and Site Plan Forms, regarding the Planning Board.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye

APPOINTMENT- BOARD OF ASSESSMENT REVIEW
(Resolution 23-116)

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to appoint Robert Blaine to the Town of Mendon, Board of Assessment Review, term to expire September 30, 2027.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye

FINANCE/HR MEETING ATTENDANCE
(Resolution 23-117)

A motion was made by Mrs. Jenkins, seconded by Mrs. Carroll, to Approve the attendance of Kelli Parmelee for the meeting of Monroe County Finance/HR Personnel on March 23, 2023- East Rochester, NY Mileage will be paid from account A1310.410.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye.

PUBLIC COMMENT

There were no comments.

ADJOURNMENT
(Resolution 23-118)

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to adjourn the meeting at 8:01 PM.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye.

The full meeting can be viewed on the Town YouTube Channel: <https://www.youtube.com/@townofmendonnny9281>

3/27/2023

TOWN OF MENDON

SPECIAL MEETING

A special meeting of the Mendon Town Board was held at 7:00 PM, Monday, March 27, 2023, 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*
Karen R. Jenkins } *Members*
Brent Rosiek }

TOWN CLERK: Michelle Booth

HIGHWAY SUPERINTENDENT: Andrew Caschetta

OTHERS PRESENT: Danny Bassette, *Zoning Board Chair*, Katrina Allen, *Planning Board/ZBA Secretary*, Lauren Smith, *Planning Board Chair*, Kim Roberts, Rick Altier, Hilary and David Stott, Tom Gift, and Andy Conroy.

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

AGENDA

(Resolution 23-119)

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to adopt the agenda as presented.

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

PUBLIC COMMENT

There were no comments.

BUDGET TRANSFERS

(Resolution 23-120)

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to approve the following budget transfers for the 2023 budget:

Fr: A Fund	Fund Balance	\$38,000.00
To: A1620.200	Building & Grounds Equip.	\$38,000.00

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

PUBLIC HEARING- TOWN OF MENDON COMPREHENSIVE PLAN- AMENDMENT

(Resolution 23-121)

Mr. Rosiek divulged that a proposed Short-Term Rental is directly adjacent to his home. He has no direct interest nor direct conflict with the property and is able to act impartially.

The Supervisor opened the Public Hearing at 7:03pm.

The public hearing is to amend the Comprehensive Plan of the Town of Mendon, originally adopted on February 8, 2021. Regarding Short Term Property Rental.

The following people commented:

1. Tom Gift, 670 Cheese Factory Rd, was in favor of the amendment.
2. Andy Conroy, 603 W. Bloomfield Rd, was in favor of the amendment.
3. David Stott, 75 Langpap Rd., asked for clarification as to what stage of the process this was.

4. Hilary Stott, 75 Langpap rd., asked if this was for pre-existing owners or new owners with the intent for short term rentals only.
5. Danny Bassette, 19A W. Main, presented a copy of the Comprehensive plan and confirmed this amendment only effects that specific plan.
6. An email was distributed to the Board, from John Fiore, Trustee of Celeri Business Solutions 401K Trust, he was not in favor of this amendment.

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to close the public hearing at 7:10pm.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye.

PUBLIC COMMENT

There were no comments.

ADJOURNMENT

(Resolution 23-122)

A motion was made by Mrs. Jenkins, seconded by Mr. Rosiek, to adjourn the meeting at 7:11 PM.
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye.

The full meeting can be viewed on the Town YouTube Channel: <https://www.youtube.com/@townofmendonny9281>

A special meeting of the Mendon Town Board was held at 7:00 PM, Monday, March 29, 2023, at the Mendon Fire Hall, 101 Mendon Ionia Rd, Mendon, NY.

PRESENT: John D. Moffitt, *Supervisor & Committee Member*
 Cynthia M. Carroll, *Board Member* }
 Thomas G. Dubois, *Board Member* } *Town of Mendon*
 Karen R. Jenkins, *Committee & Board Member* }
 Brent Rosiek, *Board Member* }
 Michelle Booth, *Town Clerk*
 Andrew Caschetta, *Highway Superintendent*
 Danny Bassette, *IT Support, ZBA Chair*
 Lauren Smith, *Planning Board Chair*

Muffy Meisenzahl, *Chair*
 Cory Trewer, *HFFD*
 Anthony Militello, *HFFD* }
 Mike Arman, *MFD* }
 Robin Stewart Ha } *Mendon Citizens*
 Pete Kester, *MFD* } *Advisory Committee*
 David Smith } *Members*
 Ryan Wilsey, *MFD Commissioners Chair* }
 Steve Tschiderer, *MFD Chief*
 Gerald Lonthair

Richard Milne, *HF Village Mayor*
 Stanley Worboys, *Deputy Mayor/Trustee*
 Daniel Harris, *Trustee*
 Jacqueline Main, *Trustee* }
 Virginia Floss, *Trustee* } *Village of*
 Brian Anderson, *Administrator* } *Honeoye Falls*
 Gina Hurley (via zoom), *Clerk/Treasurer* }
 Kerry Hoffman, *Treasurer*
 Matt Linehan, *Counsel*

John Shipe, *Vice Chair*
 Dan Considine, *Commissioner*
 Art Morrell, *Commissioner* }
 Tom Sellman, *Secretary* } *Mendon Fire*
 Earl Bendschneider, *Treasurer* } *Department*
 Jared Brush, *Board Member* }
 Marc Parker, *Captain*
 William Fletcher, *Counsel*

Tyler Zavitz, *1st Asst Chief*
 Scott Johnson (via zoom), *2nd Asst Chief* }
 Eric Hansen, *1st Lieutenant* } *Honeoye Falls*
 Joel Taylor, *President* } *Fire Department*
 Mark Hansen, *Vice President* }
 Robert Whitehead, *Warden* }
 Katrina Allen, *Secretary*

3/29/2023

TOWN OF MENDON

SPECIAL JOINT MEETING

OTHERS PRESENT: Rob and Kelly Klein, *Monroe County Fire Bureau* and five others.

Supervisor Moffitt called the meeting to order at 7:01PM. The Pledge of Allegiance was recited.

AGENDA

(Resolution 23-123)

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek, to adopt the agenda as presented.

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

PRESENTATION OF THE TOWN OF MENDON ADVISORY COMMITTEE

By Muffy Meisenzahl, Chair

QUESTIONS AND COMMENTS FROM COMMISSIONERS, VILLAGE, AND TOWN OFFICIALS

QUESTIONS AND COMMENTS FROM RESIDENTS

PUBLIC COMMENT

There were no comments.

ADJOURNMENT

(Resolution 23-124)

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to adjourn the meeting at 8:25 PM.

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

The full meeting can be viewed on the Town YouTube Channel: <https://www.youtube.com/@townofmendonny9281>

2023-4

GENERAL ABSTRACT

No. 23-214 to No. 23-289

TOTAL

\$553,372.13

LIBRARY ABSTRACT

No. 23-035 to No. 23-056

TOTAL

\$6,199.83

Prepared by:

Michelle Booth

Michelle Booth, Town Clerk

Abstract of General Vouchers 23-4

214	Access Elevator	A1620.413c		\$	336.00
215	American Rock Salt	DB5142.4	\$	20,000.00	
		DB5148.4	\$	42,682.18	\$ 62,682.18
216	Association of Towns	A5010.46			\$ 125.00
217	B& L Wholesale Supply	A5132.4			\$ 1,321.65
218	Beam Mack	DA5130.4			\$ 145.30
219	Benefit Resource	A9060.8	\$	50.00	
		B9060.8	\$	15.00	
		DA9060.8	\$	50.00	
		DB9060.8	\$	52.50	
		L9060.8	\$	7.50	\$ 175.00
220	Boylan Code	B8010.111			\$ 450.00
221	Capital One Trade Credit	A1620.417	\$	38.66	
		A1620.421	\$	10.19	
		A5132.410	\$	16.80	\$ 65.65
222	Capital One Trade Credit	A5020.400			\$ 17.01
223	Carrot-Top Industries, Inc.	A1620.200			\$ 102.30
224	Charter Communications	A1620.414			\$ 89.99
225	Charter Communications	A1620.405	\$	514.71	
		A1610.41	\$	249.99	
		A5132.413	\$	99.99	\$ 864.69
226	City of Canandaigua	A5132.410			\$ 408.90
227	Colony Hardware Corporation	DB5110.4			\$ 416.71
228	Cornell Local Roads Program	A5010.46			\$ 50.00
229	Crystal Rock	A1670.401			\$ 74.94
230	D&W Diesel	DA5130.4			\$ 1,502.17
231	Davis Trailer World	DA5130.4			\$ 46.00
232	Deckman Oil Co.	DA5130.4			\$ 156.66
233	Dell Marketing, L.P.	A1620.200			\$ 2,799.16
234	Excellus BCBS-Direct	L9060.8			\$ 208.00
235	Excellus BCBS	A9060.8	\$	1,924.44	
		B9060.8	\$	1,741.17	
		DA9060.8	\$	5,539.66	
		DB9060.8	\$	5,742.43	
		L9060.8	\$	610.94	\$ 15,558.64
236	Excellus BCBS	TA20			\$ 5,779.42
237	Excellus BCBS	A9060.8	\$	326.48	
		B9060.8	\$	114.94	
		DA9060.8	\$	374.30	
		DB9060.8	\$	417.59	
		L9060.8	\$	31.80	\$ 1,265.11
238	Excellus BCBS	TA20			\$ 917.36
239	Ferrellgas	DB5110.4			\$ 4,889.82
240	Finger Lakes/Castle	DA5130.4			\$ 408.55
241	First National Bank of Omaha	A1610.41	\$	154.47	
		A1620.402	\$	114.46	
		A1310.410	\$	196.00	
		A1620.401	\$	52.22	
		A1620.200	\$	144.36	
		A5010.41	\$	58.36	
		DA5130.4	\$	33.90	\$ 753.77
242	Flowers & Fountains	A1620.401			\$ 50.00
243	Frontier Communications	A1620.405			\$ 372.17

244	Global Fire Protection	A1620.402	\$ 267.00	
		A1620.413C	\$ 61.40	
		A1620.417	\$ 15.00	
		A1620.421	\$ 78.20	
		A5132.410	\$ 117.00	
		DA5130.4	\$ 174.70	\$ 713.30
245	Grainger	A5132.4	\$ 272.70	
		DA5130.4	\$ 170.90	\$ 443.60
246	Grassland Equipment	A1620.200	\$ 48,000.00	
		A7120.2	\$ 19,888.24	\$ 67,888.24
247	Grieco, John	H7150.4		\$ 11,462.50
248	Group Tours	B7610.404		\$ 85.00
249	Heidelberg Materials Northeast	DB5113.4		\$ 11,419.65
250	Home Depot Credit Services	A1620.402	\$ 30.57	
		A1620.421	\$ 309.04	
		DB5142.4	\$ 284.01	
		A1620.417	\$ 53.99	\$ 677.61
251	Honeoye Falls Marketplace	A1670.401		\$ 71.09
252	IEH Auto Parts LLC	DA5130.4		\$ 220.14
253	International Code Council	B3620.401		\$ 145.00
254	Interstate Battery	DA5130.4		\$ 240.04
255	JC Smith Inc.	A5020.400	\$ 150.01	
		DB5110.4	\$ 438.00	\$ 588.01
256	JGF Funding	A1670.403	\$ 106.75	
		A5010.44	\$ 111.89	
		B1900.400	\$ 158.82	\$ 377.46
257	Jackson Welding & Gas Products	DA5130.4		\$ 10.24
258	Kenworth Northeast Group Inc.	DA5130.4		\$ 5,136.48
259	Labella Associates	B8020.41		\$ 19,259.43
260	Lewis General Tire	DA5130.4		\$ 365.00
261	Lowes	DB5142.119		\$ 427.71
262	M.C.W.A.	A1620.406	\$ 103.13	
		A1620.425	\$ 103.13	\$ 206.26
263	MVP	A9060.8	\$ 1,126.66	
		B9060.8	\$ 292.64	
		DA9060.8	\$ 1,170.56	\$ 2,589.86
264	MVP	TA20		\$ 302.64
265	Mary Taylor Sculpture	H7150.4		\$ 10,000.00
266	Mendon Enterprises	DA5130.4		\$ 306.00
267	Mendon Meadows Marketplace	A1670.401		\$ 14.48
268	Morgan Rubbish Removal Inc.	A5132.4		\$ 136.70
269	NOCO Engery Corp.	DB5110.4		\$ 6,587.96
270	National Fuel	A1620.407	\$ 740.93	
		A1620.414	\$ 188.83	
		A1620.418	\$ 254.70	\$ 1,184.46
271	National Grid	A1620.408	\$ 438.99	
		A1620.414	\$ 92.51	
		A1620.418	\$ 137.10	
		A5132.413	\$ 1,554.17	
		B5182.4	\$ 313.37	\$ 2,536.14
272	Oil Filter Service	DA5130.4		\$ 159.71
273	Parmelee, Kelli	A1310.410		\$ 23.58
274	R.G. & E.	B5182.4	\$ 735.59	
		SL5182.403	\$ 733.26	\$ 1,468.85
275	R.G. & E.	A7140.41		\$ 24.76
276	Radiomax	A5132.413		\$ 465.00

277	Rearview Systems	DA5130.4		\$ 648.78
278	REL COMM INC.	A5010.41		\$ 33.16
279	Saxby Implement Corp.	DA5130.4		\$ 119.51
280	Snap-On Tools	DA5130.4		\$ 243.50
281	Southworth-Milton Inc.	DA5130.4		\$ 1,332.76
282	Sunoco LP	A1620.407	\$ 64.99	
		B3620.44	\$ 116.42	
		DB5110.4	\$ 2,829.52	\$ 3,010.93
283	Tracey Road Equipment	DA5130.2		\$ 39,174.00
284	Unifirst Corporation	DA9056.8		\$ 177.44
285	Verizon Wireless	A1220.410	\$ 37.99	
		A1620.418	\$ 18.16	
		A3510.440	\$ 18.16	
		B3620.45	\$ 32.42	\$ 106.73
286	Victor Power	DB5140.4		\$ 51.68
287	Village of Honeoye Falls	B4540.4		\$ 123,790.00
288	Whitney East, Inc	H7150.4		\$ 135,864.59
289	Young, Don	B8020.111		\$ 1,250.00
	TOTAL			\$ 553,372.13

ABSTRACT OF LIBRARY VOUCHERS 2023-04

Number	Vendor	Acct.	Acct. Amt.	Total Amt.
35	Amazon Capital Services	7410.410		\$ 38.47
36	Baker & Taylor	7410.400		\$ 1,861.04
37	Brodart Co.	7410.401		\$ 918.18
38	BXI Consultants	7410.440		\$ 126.31
39	BXI Consultants	7410.440		\$ 67.91
40	Casella Waste Services	7410.450		\$ 118.11
41	DeLage Landen Financial Services	7410.440		\$ 129.59
42	EastWest Books	7410.401		\$ 64.97
43	Ferrigno, Michelle	7410.427		\$ 64.19
44	Frontier	7410.420		\$ 371.74
45	Know Buddy Resources	7410.401		\$ 142.69
46	Lookout Books	7410.401		\$ 273.40
47	MidAmerica Books	7410.401		\$ 41.90
48	Midwest Tape	7410.407		\$ 249.39
49	National Fuel	7410.450		\$ 549.55
50	National Grid	7410.450		\$ 724.00
51	New York Library Association	7410.428		\$ 140.00
52	The Sentinel	7410.404		\$ 50.00
53	Simple Tech Innovations	7410.210		\$ 41.25
54	W.B.Mason Co.	7410.410	\$ 42.70	\$ 164.98
		7410.455	\$ 122.28	
55	Weiders Hardware Honeoye Falls	7410.455		\$ 10.18
56	Willow Lane Education	7410.401		\$ 51.98
			Total	\$ 6,199.83



Standard Agreement

Effective Date 03.07.2023 between Stericycle, Inc and TOWN OF MENDON located at 101 SEMMEL ROAD, HONEOYE FALLS, New York, 14472

Contract Entities: (Sold to) :

Customer/Company Name: TOWN OF MENDON
Address 1: 101 SEMMEL ROAD
Address 2:
City / State / Zip: HONEOYE FALLS, New York, 14472
Phone: 5856246068
Email: supersecretary@townofmendon.org
Contact: Denise Zimmermann
Title:

Billing Information

Billing Contact/Company Name: TOWN OF MENDON
Address 1: 101 Semmel Road
Address 2:
City / State / Zip: Honeoye Falls, New York, 14472
Phone: 5856246068
Email: supersecretary@townofmendon.org
Contact: Denise Zimmermann
Title:

Account Information	Service/Equipment Name	Pick up Frequency	Planned Units for Pick Up	Contracted Price	Additional Fees	Price Increase	Renewal Date	Surcharges
Account Name: TOWN OF MENDON Address: 101 SEMMEL ROAD, HONEOYE FALLS, New York, United States, 14472	SHRED EVENT ON-SITE (QTYBILLABLEHRS)	One Time	1 Each	\$ 270.30 minimum per pickup	N/A	N/A	N/A	Metro Surcharge: \$ 0 Per Stop Environmental Surcharge: Per Index Table Fuel Surcharge: Per Index Table Recycling Recovery Surcharge: Per Index Table Recycling Recovery Cap: %
Account Name: TOWN OF MENDON Address: 101 SEMMEL ROAD, HONEOYE FALLS, New York, United States, 14472	EVENT HOURS	One Time	3 Each	\$ 270.30 per container Minimum include 1 each	N/A	N/A	N/A	Metro Surcharge: \$ 0 Per Stop Environmental Surcharge: Per Index Table Fuel Surcharge: Per Index Table Recycling Recovery Surcharge: Per Index Table Recycling Recovery Cap: %



Denise Zimmermann <supersecretary@townofmendon.org>

Fwd: RG&E Cobra Head LED Conversion Updates

BURGESS, COLE <cole_burgess@rge.com>

Fri, Mar 24, 2023 at 10:56 AM

To: Denise Zimmermann <supersecretary@townofmendon.org>

Cc: John Moffitt <jmoffitt@townofmendon.org>

Good Morning Denise & John,

Thank you for providing the signed document. I will ensure the process is kicked off for getting these lights converted. For your awareness, it may be up to several months before the conversion is completed due to the timeframe on procuring the materials. The intention is to have the Town's LED Conversion completed by the end of 2023.

Best Regards,
Cole

From: Denise Zimmermann <supersecretary@townofmendon.org>

Sent: Friday, March 24, 2023 8:31 AM

To: BURGESS, COLE <cole_burgess@rge.com>

Cc: John Moffitt <jmoffitt@townofmendon.org>

Subject: Re: RG&E Cobra Head LED Conversion Updates

4 External Sender: Be cautious, especially with links and attachments. Report phishing if suspicious. >

EXTERNAL SENDER: Be cautious, especially with links and attachments. Report phishing if suspicious.

4 External Sender: Be cautious, especially with links and attachments. Report phishing if suspicious. >

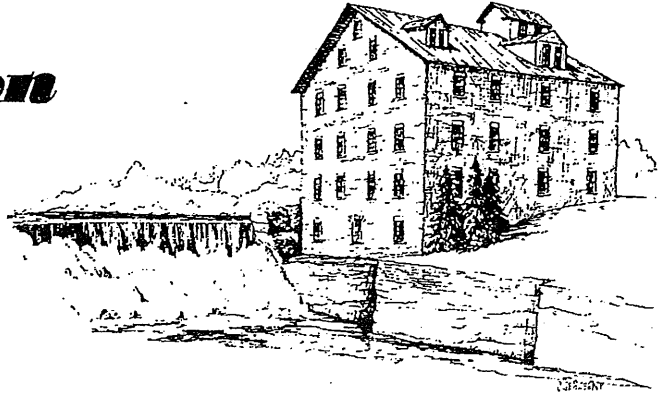
Good morning Cole. Please see the attached agreement you sent to us that needed John's signature. Please let me know if you need anything else. Thanks!

[Quoted text hidden]

[Quoted text hidden]

Town of Mendon

*Preserving the Past...
Protecting the Present...
Promoting the Future*



FACILITIES USE PERMIT APPLICATION ATHLETIC FIELDS

NAME OF ORGANIZATION: Honeoye Falls Blaze Travel Soccer
ORGANIZATION ADDRESS: PO BOX 61, Honeoye Falls, NY 14472

TYPE OF SPORT: Soccer
NUMBER OF PARTICIPANTS: 50
AGE RANGE OF PARTICIPANTS: 10-12

REPRESENTATIVE COMPLETING THIS APPLICATION: Larry Roth
CONTACT PHONE NUMBER (CELL): 585-330-5203
CONTACT EMAIL ADDRESS: LDroth@gmail.com

DATES AND TIMES REQUESTED (ATTACH ADDITIONAL SHEETS AS NECESSARY):
THERE IS NO ORGANIZATIONAL USE ON SUNDAYS OR MONDAYS.

See attached-For Semmell Rd.

The undersigned states that they are a duly authorized representative of the organization named above and they take full responsibility for the adherence of their organization to the policies for the use of these fields as adopted by the Mendon Town Board.

L.D. Roth

For Official Use Only:

Fee Received _____

Insurance Forms Received _____





CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

3/6/2023

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER LIC #40558248 Player's Health Cover USA Inc. 718 Washington Ave North #402 Minneapolis MN 55401		CONTACT NAME: PHONE (A/C, No, Ext): 612-345-9683 FAX (A/C, No): E-MAIL ADDRESS: certificates@playershealth.com	
		INSURER(S) AFFORDING COVERAGE	
		INSURER A: Everest National Insurance Company	
		INSURER B: Great American Insurance Company	
		INSURER C:	
		INSURER D:	
		INSURER E:	
		INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 32641 **REVISION NUMBER:** 1

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input checked="" type="checkbox"/> OTHER: PER EVENT		Y	S18GL01869-221	9/1/2022	9/1/2023	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ EXCLUDED PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 5,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 PARTICIPANT LEGAL LIAB \$ 1,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			S18GL01869-221	9/1/2022	9/1/2023	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ 0 BODILY INJURY (Per accident) \$ 0 PROPERTY DAMAGE (Per accident) \$ 0
	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> DED <input type="checkbox"/> RETENTION \$ 0			S18EX01743-221	9/1/2022	9/1/2023	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A				PER STATUTE E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Accident Medical			E426842-01	9/1/2022	9/1/2023	PER INJURY LIMIT \$ 100,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Certificate issued for sanctioned activities of the state soccer association.

Certificate Holder is Additional Insured as required by written agreement per policy endorsement ECG 20 600 05 09. This certificate is issued on behalf of: Honeoye Falls Travel Soccer Club

CERTIFICATE HOLDER

Town of Mendon 16 West Main Street Honeoye Falls NY 14472	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Chris Pesigan
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Chapter 236

Short Term Rentals

236-1. Purpose and intent.

Legislative intent. The purpose of this section is to control and regulate the use of Short-Term Rentals within the Town of Mendon. The provisions of this section are intended to preserve and protect the health, character, safety, and general welfare of the residential neighborhoods where such uses may exist, in a manner that is consistent with, and in furtherance of the Town Comprehensive Plan, including to assure that the properties being rented meet certain minimum safety requirements, as well as to protect against adverse impacts thereof, including relative to the character of the neighborhoods in which they are located, which are often residential, and otherwise to protect against the adverse effects relating to noise, traffic, excessive gathering of people and general disruption to town residents. Understanding that one is not constitutionally entitled to the most beneficial use of their property, it is not the inherent right of a property owner to rent their property on a short-term basis, rather a privilege.

236-2. Title and applicability.

In order that all Short-Term Rentals, be established and operated consistently with the values of the Comprehensive Plan, and in the best interests of the community, this chapter is hereby adopted and shall be known as the "Short-Term Rental Local Law of the Town of Mendon." Upon approval of this chapter by the Town Board, all Short-Term Rentals within the Town of Mendon will require an operating permit in accordance with the provisions of this Chapter.

236-3. Definitions.

Any words or terms not defined in this section are to have their common meaning.

SHORT-TERM RENTAL OR STR –Any dwelling or portion of real property rented for compensation in exchange for lodging for a period of not less than one day and not more than 30 consecutive days. For the purpose of this chapter, the term "Short-Term Rental" shall not include a bed-and-breakfast, boarding/lodging house, hotel, motel, sites at campgrounds or ongoing month-to-month tenancies.

[NY] BED AND BREAKFAST DWELLING. An owner-occupied residence resulting from a conversion of a one-family dwelling, used for providing overnight accommodations and a morning meal to not more than ten transient lodgers, and containing not more than five bedrooms for such lodgers (See also *Bed and Breakfast* in Chp. 5-4)

[BG] BOARDING HOUSE. A building arranged or used for lodging for compensation, with or without meals, and not occupied as a single-family unit.

ADJACENT PROPERTIES

(1) Other than as defined in paragraph (2) of this definition, properties, parcels, lots, or units that are contiguous, or abutting the subject STR, whether on the same side of the road, across the road, or behind the subject STR; and

(2) When the subject STR is a condominium unit or apartment that is a portion of a building containing other units on multiple floors with multiple condominium units on each floor, this shall mean all units on the same floor as the subject STR and also those units adjoining directly above and below the subject STR.

HABITABLE SPACE – The spaces in a building for living, sleeping, eating, or cooking. Bathrooms, toilet rooms, closets, storage or utility spaces, garages, halls, and laundry rooms are not considered habitable spaces. (See also, **Floor Area, Habitable** in Chp. 5-4)

OWNER – Person(s) and/or entity(ies) that hold(s) legal and/or equitable title to the property housing an STR.

RESPONSIBLE PERSON(S) – Owner of the property, or a person designated by the owner(s) to act as an agent of owner. Said Responsible Person shall act as a point of contact, and shall be capable of identifying existing and predictable hazards in the surrounding property relating to conditions which are a nuisance, unsanitary, hazardous, or dangerous to occupants, and shall have authorization to take prompt corrective measures to eliminate such conditions. The Person shall be competent by way of training and/or experience, be knowledgeable of applicable conditions and standards, be capable of identifying hazards or unfavorable conditions relating to the specific rental operation, and have the authority to correct them. The Responsible person shall respond promptly to the Town and be responsible for ensuring compliance with this chapter.

MASS GATHERING – Shall be defined as a group of twenty-five (25) persons or more unrelated persons.

HOSTED – The on-site presence of the owner at the property during the duration of the rental period.

236-4. Presumption of dwelling unit as Short-Term Rental property.

- A. The following shall create a presumption that all or a part of the property is a Short-Term Rental: All or a part of the subject property is offered for lease for 31 days or less through any form of advertising, including but not limited to on a Short-Term Rental website, such as Airbnb, Home Away, and/or VRBO.
- B. The foregoing presumption may be rebutted by sufficient evidence presented to the Code Enforcement Officer that the premises is not operated as a Short-Term Rental.

236-5. Operating Permit Required.

- A. A property shall not be used as a Short-Term Rental without obtaining a revocable Short-Term Rental operating permit, in accordance with the Schedule of Zoning Districts herein.
- B. A new Short-Term Rental permit shall be valid for a maximum of one (1) year. Renewal permits shall be valid for a maximum of two (2) years. All STR permits shall expire on December 31st of the relevant calendar year. Renewal applications shall be applied for at the Town of Mendon Building Department and such applications

shall be received no later than December 1st of the current year if the premises is to continue to operate as a Short-Term Rental. Permits that expire and have not been re-applied for will be handled as a new application.

- C. The Short-Term Rental permit is non-transferable. Any new owner of the subject premises must apply for new permit to operate any Short-Term Rental.

236-6. Short-Term Rental Operating Permit Application Requirements.

- A. Applicants for a Short-Term Rental shall submit a completed application for an Operating Permit to the Town of Mendon Building Department, accompanied by payment of a non-refundable application fee to be determined from time to time by resolution of the Town Board. The application shall include the following:
 - 1. A signed statement authorizing the Code Enforcement Officer to inspect the property prior to the issuance of the permit and from time to time, upon reasonable notice to the Owner and *Responsible Person*, to ensure compliance with this Chapter. The Code Enforcement Officer shall reject incomplete applications, such as where an application fails to meet the requirements of this Chapter.
 - 2. All Owners and their *Responsible Persons* shall sign the application.
 - 3. A signed acknowledgement of present and ongoing compliance with the Short-Term Rental requirements as defined in this Chapter shall be provided. Standards include, but are not limited to, adequate off-street parking spaces, ingress and egress, areas for refuse, required life safety components, and emergency vehicle access.
 - 4. No Short-Term Rental shall abut or exist within 200 feet of the property line of a currently permitted STR. (See also ***Adjacent Properties*** in 236-3 Definitions)
 - 5. Contact information for the owner(s) and *Responsible Person(s)*. Contact information shall include: names, addresses, telephone numbers, and email addresses of each entity or person(s).
 - 6. The *Responsible Person* shall be authorized to act on the owners' behalf to promptly remedy any violation of the standards outlined in this section. Such Person shall respond to any correspondence or concern from the Town Code Enforcement Officer and remedy any adverse conditions within 24 hours.
 - 7. Prior to the issuance of any permit or renewal permit, the applicant shall notify *Adjacent Properties* that a Short-Term Rental permit or renewal is being applied for. Adjacent owners must be notified via certified mail, return receipt requested, and submit the return receipts with the permit application or renewal application.
 - 8. Site plan / floor plan requirements:

- a. A dimensioned floor plan, drawn in ink, to scale, measuring at least 8.5 inches by 11 inches, containing a title block with signature line(s), and certified by the applicant, including the following:
 - b. Location of all buildings, parking, and refuse areas.
 - c. Basement floor plan including bedrooms, emergency escapes and rescue openings, utilities, heating and cooling appliances, and means of egress.
 - d. First floor plan including bedrooms, emergency escapes and rescue openings, utilities, heating and cooling appliances, and means of egress.
 - e. Second floor plan including bedrooms, emergency escapes and rescue openings, utilities, heating and cooling appliances.
 - f. Means of egress including path of travel from sleeping rooms.
 - g. Locations of all smoke and carbon monoxide detectors, and fire extinguishers.
 - h. No sleeping rooms or areas are allowed two stories above the second floor.
 - i. No accessory structures, tents, recreational vehicles, or other similar arrangements are allowed for sleeping rooms/arrangements.
9. A statement from all Owners and Responsible Persons that they have not had a STR violation or revocation within the previous year that has not been resolved to the satisfaction of the Town. A list shall be provided to the Town of all properties owned or managed by the Owner and/or Responsible Person, whether wholly or in part, within the Town of Mendon or elsewhere.
- B. All submitted applications are subject to review and approval of the Code Enforcement Officer for completeness.
- C. Owners wishing for relief from any conditions herein shall be referred to the Zoning Board of Appeals, which shall have the authority to hear such appeals. Variance applications will be reviewed by the Zoning Board of Appeals in accord with § 260-92 of the Town's Zoning Code. An area variance must be obtained prior to an approval from the Mendon Town Board.

Schedule of Zoning Districts

- A. RA-1 – No Short-Term Rentals permitted
- B. RA -2 – No Short-Term Rentals permitted
- C. RA-5 – No Short-Term Rentals permitted
- D. RS-30 – No Short-Term Rentals permitted
- E. Industrial – Permitted with Operating Permit
- F. PUD – Subject to the conditions of the PUD
- G. Business – Permitted with Operating Permit

236-7. Short-Term Rental standards.

A. Property requirements

1. The subject property shall comply with all current NYS Uniform Fire Prevention and Building Codes and the Town Code. Any pre-existing deficiencies or non-compliance shall be corrected prior to permit issuance.
2. There shall be one working smoke detector in each sleeping room and one additional smoke detector on each floor. Smoke detectors and carbon monoxide detectors shall be installed as required by the New York State Uniform Fire Prevention and Building Code.
3. Evacuation procedures shall be posted in each sleeping room, the kitchen, and main living room to aid in the event of a fire or smoke condition or upon activation of a fire or smoke-detecting or other alarm device.
4. There shall be a portable fire extinguisher(s) provided on each floor and in the kitchen, in accordance with New York Fire Code section 906. A record of inspection shall be maintained and made available to the Code Enforcement Officer at the time of application renewal request.
5. The house number shall be located both at the road and on the dwelling unit so the number is clearly visible from the road and the driveway.
6. Exterior doors shall be operational and all passageways to exterior doors shall be kept clear and unobstructed and have an exterior light at all exits.
7. Electrical systems shall be in good operating condition, labeled, unobstructed and shall be visible for the Code Enforcement Officer during the permitting process, any defects found shall be corrected prior to permit issuance.
8. The property shall have a minimum of one off-road parking space for every bedroom available for rent as per the floor plan.
9. Maximum occupancy for each Short-Term Rental unit shall not exceed two people per bedroom, with a four-bedroom maximum. One (1) full-size convertible sleeping accommodation or furniture (i.e. futon, hide-a-bed), is allowed and shall be identified on the floor plan. However, the maximum occupancy of a Short-Term Rental property, including with any convertible sleeping accommodation, shall not exceed eight (8) people, including permanent residents and renters.
10. In the event that the property has a septic system, the maximum occupancy shall be defined by the capabilities of the septic system, but in no event shall overnight occupancy for any Short-Term Rental unit exceed eight (8) people in total. The Mendon Town Board can reduce the occupancy number depending on each individual circumstance.
11. The applicant shall have the septic system certified in writing by a New York State licensed design professional who specializes in on-site wastewater treatment

systems. Occupancy cannot be increased by means of temporary facilities; thus, outdoor privies are prohibited. The septic system is required to have been pumped within the past three years and proof of pumping and satisfactory inspection by a qualified septic disposal firm shall be presented to the Code Enforcement Officer. Once a Short-Term Rental permit is issued, the septic system must be pumped/serviced at least once every three years.

12. Potable water source certification shall be submitted with the application.

13. All State, County, and Local taxes owed shall be current and paid in full when due.

14. A contact list of all owners and responsible person's, name, address, telephone number, and email shall be provided to adjacent properties and posted in the premises offered for rent.

B. Insurance and Indemnification: Prior to the issuance of any permit or renewed permit, the owner shall provide evidence of property insurance by submitting a current Accord certificate of General Liability and must reference that the premises is rated as a Short-Term Rental. An Indemnification agreement accompanying the insurance shall hold harmless and indemnify the Town of Mendon against any claims made by renters relating to the Short-Term Rental and shall be maintained throughout the term of the Short-Term Rental permit. The Code Official shall be notified upon cancellation of said insurance.

C. Provisions shall be made for weekly garbage removal during rental periods. Garbage containers shall be secured with tight-fitting covers at all times to prevent leakage, spilling, or odors and placed where they are not clearly visible from the road except at approximate pick-up time.

D. STR - Permit Posted: Prior to the issuance of any permit or renewal permit, the *owner* or *responsible person* shall provide the Town with an affidavit of posting, that the issued permit is posted on the premises, in a visible common area, with the following terms:

1. Maximum property occupancy of the STR;

2. Maximum on-site parking provided; and

3. Good neighbor statement stating:

a) Guests are requested to observe quiet hours from 11:00 p.m. through 7:00 a.m.

b) All renters will be subject to New York Penal Law § 240.20 or any successor statute regarding disorderly conduct.

c) Littering is illegal.

- d) Recreational campfires are allowed in accordance with Chapter 121 of the Town Code.
- e) No mass gatherings are permitted.

236-8. Procedure upon filing application:

- A. Short-Term Rental permit applications shall be filed with the Town of Mendon Code Enforcement Officer with all supporting documentation and the nonrefundable permit fee.
- B. Only completed applications will be accepted by the Town's Code Enforcement Officer. The Code Enforcement Officer shall decline to accept an application for consideration for any of the following reasons:
 - 1. The application and documentation required by this Chapter were not included or the full permit fee was not paid.
 - 2. A previously issued Short-Term Rental permit was revoked within the past year and defects and/or violations the subject thereof not been corrected and inspected by the Code Enforcement Officer.
- C. Upon the Code Enforcement Officer's acceptance of the completed permit application, all documents and information required by this section and the permit fee, the Code Enforcement Officer will, in a reasonable amount of time, conduct a property inspection to certify and approve that all Short-Term Rental requirements have been met.
- D. Application will be referred to the Environmental Conservation Board, Historical Preservation Commission and the Planning Board for review. Upon review, these Boards and Commissions will report their findings and give a favorable or unfavorable recommendation to the Mendon Town Board. The Town Board will hold a public hearing before rendering a decision on the application, and may deny any application with prejudice.
- E. Upon approval of the Short-Term Rental application by the Mendon Town Board, the Code Enforcement Officer will issue a Short-Term Rental operating permit. Permits issued pursuant to this Section shall state the following:
 - 1. The name, address and phone number the Responsible Person, who shall be available during the duration of each rental.
 - 2. The maximum occupancy and vehicle limits for the Short-Term Rental property.
 - 3. Identification of the available number and location of parking spaces available.
 - 4. Any conditions imposed by the Town Board or Zoning Board of Appeals.

236-9. Conformity and display of permit.

- A. Short-Term Rental permits are subject to continued compliance with the requirements of these regulations.
 - 1. The Short-Term Rental permit, maximum occupancy limit, maximum parking, contact form and standards shall be prominently displayed inside and near the front entrance of the Short-Term Rental; and
 - 2. The owner or responsible person shall ensure that information contained on the permit is current and accurate, and shall notify the Code Enforcement Officer immediately of any change in such information. The Code Enforcement Officer shall issue an amended permit containing such updated information, and the owner or responsible person shall immediately post the amended permit inside and near the front entrance of the Short-Term Rental.
 - 3. The Short-Term Rental permit holder shall conspicuously display the Short-Term Rental permit number in all advertisements for the applicable Short-Term Rental.

236-10. Compliance and penalties.

- A. The Code Enforcement Officer is charged with enforcing compliance with this Chapter. Violations of this Chapter or of any Short-Term Rental permit shall be subject to the enforcement and penalties prescribed in accordance with Chapter 241 of the Town of Mendon Code.
- B. If the Code Enforcement Officer witnesses or receives a written complaint of an alleged violation of this Chapter or of any Short-Term Rental permit, the Code Enforcement Officer shall properly record such complaint and investigate the report thereon. If the Code Enforcement Officer determines there has been a violation of this Chapter, the owners and responsible persons shall be notified in writing by first class mail and certified return receipt mail of said violations and the Code Enforcement Officer shall take any or all of the following actions:
 - 1. Require the conditions of Short-Term Rental permit are achieved.
 - 2. Suspension of permit, and referral to Town Board for revocation of a Short-Term Rental permit. The notice of suspension shall be provided to the property owner and a copy filed with the Town Clerk.
 - 3. Require corrective action that remedies the violation(s). The corrective action must be completed and approved within 30 days of notice from the Code Enforcement Officer or the owner risks revocation of the Short-Term Rental permit.
 - 4. Issue an appearance ticket for violation in accordance with the Town Code (chp. 241), and pursue enforcement in a court of competent jurisdiction.

5. Revoke the Short-Term Rental permit for failure to remedy any violations after 30 days of receipt of an Order to Remedy. Should a permit be revoked, all owners of the Short-Term Rental shall be prohibited from obtaining a Short-Term Rental permit on the property for one year after the date of revocation. The Code Enforcement Officer shall send notices of revocation to the owners and responsible persons and shall file a copy with the Town Clerk.

236-11. Enforcement, Suspension or Revocation of Permit.

- A. The Code Enforcement Officer may immediately suspend a Short-Term Rental permit based on any of the following but not limited to:
 1. The owner or responsible person has falsified or failed to provide requisite information in the permit application or permit renewal application.
 2. The owner, responsible person, or any renter has been found to be in violation of any of the requirements of this Chapter, the Town Code, or the Uniform Code, relating to the subject property, including but not limited to, disturbing the health, safety, peace, or comfort of the neighborhood or which otherwise creates a public nuisance.
 3. Owner, responsible person, or renters have been found guilty of any crime which occurred at, or is otherwise related to the subject property.
- B. If the Code Enforcement Officer has probable cause to believe the homeowner is not in compliance with the provisions of this Chapter, the Code Enforcement Officer shall notify the owner in writing to request an inspection of the STR property for purposes of ensuring compliance. Should the property owner refuse to permit the Code Enforcement Officer access to the property within five (5) days of the receipt of written notice, the permit will be revoked. If an inspection authorized herein is conducted, the Code Enforcement Officer shall use the results of such inspection in determining whether to revoke the permit.

236-12. Application for renewal of permit.

Renewal permits will be granted for up to an additional two-year term, for a fee as determined from time to time by the Town Board. All renewals shall meet the following conditions:

- A. Application for renewal of the Short-Term Rental permit shall be made 30 days prior to expiration of the current permit and requires a non-refundable payment of the renewal fee.
- B. The STR is subject to and shall have a property maintenance and fire safety inspection performed by the Code Enforcement Officer within the past 24 months.
- C. Any violations shall be remedied prior to renewal of a permit for Short-Term Rental.
- D. A public hearing regarding the Town Board's review and reapproval, in which the property owner or designee's attendance is mandatory.

236-13. Appeals and hearings.

The property owner is entitled to appeal the Code Enforcement Officer's determination to the Zoning Board of Appeals in accordance with Town Code (260-92).

236-14. Validity and severability.

Should any word, section, clause, paragraph, sentence, part or provision of this local law be declared invalid by a Court of competent jurisdiction, such determination shall not affect the validity of any other part hereof.

236-15. Repeal, amendment and suppression of other laws

All other ordinances or local laws of the Town of Mendon which are in conflict with the provisions of this local law are hereby superseded or repealed to the extent necessary to give this local law force and effect during its effective period.

236-16. Effective Date

This Local Law will take effect upon filing in the office of the New York State Secretary of State. Notwithstanding the foregoing, those properties with short-term rental commitments existing on the date this section takes effect shall be permitted to honor such existing commitments and continue to make commitments for short-term rentals but must apply, within 30 days of the effective date, for all future short-term rental commitments. In the event such application is denied, all commitments must be canceled.

§ 260-52 Bed-and-breakfast establishments.

[Amended 12-13-2021 by L.L. No. 3-2021]

Bed and Breakfast establishments, usually resulting in the conversion or change in use of a single-family dwelling, are subject to compliance with the conditions outlined in this chapter and the New York State Fire Prevention and Uniform Building Codes. Before issuance of a Special Use Permit, the following criteria must be met for bed-and-breakfast establishments:

- A. The building proposed for occupancy as a Bed-and-Breakfast shall contain no more than three lodging rooms for hire, accommodating a maximum of six transient lodgers, as defined by the capacity of wastewater disposal system(s) and potable water supply.
- B. The Bed-and-Breakfast shall be hosted (as defined by Ch 5-4) by the owner or a designated full-time host, residing on the premises. Hosted is defined as the on-site presence of the owner at the property during the duration of the rental period. If the owner is not a natural person, then owner occupancy shall be satisfied so long as the host is a natural person owning at least a 50% interest in the corporate owner and occupies the residence during the duration of rental period. Unhosted Bed-and-Breakfasts are prohibited.
- C. No 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 Bed-and-Breakfast establishment.
- D. The exterior of the building and surrounding grounds shall be maintained consistent with the character of the area.
- E. All parking shall be located outside of the highway right-of-way, with a minimum of one space per bedroom.
- F. Use/occupancy of the premises (including the lands on which the building sits) as a 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.

§ 260-24 General provisions.

A.

Intent. The Planning Board is hereby empowered under § 274-b of the New York State Town Law to issue special use permits for those uses listed in the respective zoning districts as special permitted uses upon a finding that the criteria for issuing special use permits set forth in § **260-25** et seq. have been shown. All uses listed as subject to a special use permit are declared to possess characteristics of such unique and special form that each use shall be considered as an individual case in accordance with the standards and procedures of this chapter. Site plan approval by the Planning Board is an essential element of a special use permit.

B.

Procedures.

(1)

An application for the approval of a special use permit shall be made, by an owner of or a person having an interest in the land on which the special use is to be located, to the Planning Board Clerk. The application shall be accompanied by the necessary fees and documents, including the environmental assessment form and a site plan, containing all of the data required in this chapter for site plan approval.

(2)

A special use permit shall authorize only one special use. More than one special use permit may be allowed per parcel. A time period may be established by the designated board for each special use permit. At the end of this specified time period, the special use permit shall expire unless renewed. In addition, the special use permit shall expire if the use shall cease for more than one year for any reason.

*****INSERT*** (3) A special use permit is not transferable to a new owner or a new person having interest in the land. The new owner or new person having interest in the land shall be required to reapply to the Planning Board for a new special use permit.**

Update following subsection numbers of B accordingly.

Town Finance Schools

Cosponsored with the Office of the State Comptroller



Registration form

Name _____ Title _____
Town _____ County _____
Address _____
(Street No., PO Box, City, State & Zip)
Primary Phone () _____ E-mail: _____

Please choose the location you will be attending:

_____ May 8-9, 2023 – 41 Lakefront Hotel, Geneva (Deadline to pre-register: April 28)

_____ May 15-16, 2023 – Albany Marriott, Albany (Deadline to pre-register: April 28)

Registration Rates

	Member	Non-Member
Pre-registration (before April 28)	\$200	\$250
On-Site registration	\$225	\$275

What do you get for your registration?

All-conference access, including admittance to all presentations, as well as our exhibitor hallway, and breakfast, lunch, refreshment breaks and materials.

Payment Information

Checks can be made payable to Association of Towns and returned along with this form to:
Association of Towns, 150 State Street, Albany, NY 12207 or fax copies to (518)465-0724.

Cancellation Policy

Cancellations received 10 days prior to event will be refunded, less a \$10 processing fee. NO REFUNDS WILL BE GRANTED AFTER THAT DEADLINE.

Accommodation Information

Please make your hotel reservation with your location's hotel.

Albany Marriott

189 Wolf Road, Albany, NY 12205
\$114/night – single/double.
1-800-2289290
Cut-off is May 1.

Lakefront Hotel

41 Lake Drive, Geneva, NY 14456
\$98 single/double
315-789-0400
Cut-off is April 14.

Register in One Step Online!

You may also register online for either school at www.nytowns.org beginning March 16. Both visa and mastercard accepted.

Questions?

For additional information, stay tuned to our website www.nytowns.org. For specific questions, call Executive Meeting Coordinator Patty Kebea at (518)465-7933 or via e-mail at pkebea@nytowns.org.

2023 Highway School Registration Form

June 5 - 7, 2023

Ithaca College, Ithaca, NY



Department of
Transportation

Local Technical
Assistance Program



Cornell Local
Roads Program

New York State LTAP Center



Attendees may also register online at www.nytowns.org

First Name: Andrew MI: G Last: Caschetta

Title: Highway Superintendent

Organization: Town of Mendon (New York)

☒ Town ☐ Village ☐ City ☐ County ☐ State Agency

Other: _____

Mailing Address: 101 Semmel Road

City: Honeoye Falls State: NY Zip Code: 14472 County: Monroe

Daytime Phone: (585) 624-6068 Ext: _____ Fax: (585) 624-6069

E-mail: mendonhighway@townofmendon.org

Is this your first time attending Highway School? ☐

Have you received an award certificate for 20-years (or more) of Highway School attendance? ☐ (If yes, registration fee is waived)

Early registration fee on or before May 19: \$125.00

Attendees registering after May 19: must register on-site at a fee rate of \$165.00.

Please Note: Cancellations received 10 days prior to event will be refunded minus a \$10.00 processing fee.

No refunds will be given after the 10 day cancellation deadline.

Check in and on-site registration will be available Sunday, June 4 from 3 - 5 p.m.

Contact Executive Meeting Coordinator Patty Kebea with any questions at 518-465-7933

Send forms to pkebea@nytowns.org or

Print

Save

Association of Towns
150 State Street
Albany, New York 12207

2023 Highway School Registration & Conference Information

June 5 - 7, 2023
Ithaca College

Sponsored by The Association of Towns of the State of New York
&
The NYS LTAP Center - Cornell Local Roads Program

Registration

Early registration fee on or before May 19: \$125.00. After May 19 attendees must register on-site at a fee rate of \$165.00.

Please Note: Cancellations received 10 days prior to event will be refunded minus a \$10.00 processing fee.

No refunds will be given after the 10 day cancellation deadline.

Registration forms and checks made payable to the Association of Towns can be mailed to:
Association of Towns, 150 State Street, Albany, New York 12207

Attendees can also register online and pay at www.nytowns.org. Online registrants will receive an email confirmation following payment acceptance. Only Visa and Mastercard are accepted.

On-Site Registration and early check-in is available between 3 and 5 p.m. on Sunday June 4 in the Glazer Arena of the Ithaca College Athletics and Events Center on the Ithaca College Campus. Conference check-in will resume Monday June 5 at 8 a.m.

2023 Highway School Topics

Road Drainage
Drug Testing
Purchasing
Legal Panel
Alternative Vehicles
Managing Employees
Pavement Preservation
Funding Opportunities

Conference Information

- **Meals:** Lunch will be provided at the conference on Monday and Tuesday.
- **Parking:** Parking is available on the Ithaca College Campus. However, if you require handicapped parking, please bring your own handicapped parking permit. There are a limited number of handicapped spaces available.
- **Expenses:** Actual and necessary expenses incurred while attending Highway School, including the registration fee, are proper municipal charges under Town Law, §116(12) and General Municipal Law, §77(b).
- **Credits For Attendance:** Attendees will automatically receive three credits in the highway category of the Association of Town's Certified Town Official Program. Attendees enrolled in the NYS LTAP Center - Cornell Local Roads Road Master Program will also receive credit towards Road Master levels III and IV when they earn their 5 or 10 year attendance award.

Contact Patty Kebea, Executive Meeting Coordinator, at the Association of Towns with questions at (518) 465-7933.

Stay up to date with current information about the Highway School on the web at:

Association of Towns - www.nytowns.org

NYS LTAP Center - Cornell Local Roads Program - nysltap.clrp.cornell.edu



MAR-21-23

Andrew Casthetta
United States

Thank you for making your reservation at the Country Inn & Suites Ithaca. We have reserved the following accommodations for you:

Arrival Date	Departure Date	Nightly Rate	Room Type
06-04-23	06-07-23	134.00 USD	2 Queen Bed Suite

Your Confirmation Number is 73502641 and you are guaranteed for late arrival.

Your reservation is guaranteed for late arrival with your credit card. If you find it necessary to cancel or change your travel plans, please inform us by 4pm on the day of arrival for reservations arriving Sunday-Thursday nights or 24 hours prior to arrival for Friday/Saturday reservations to avoid one night's room and tax charged to your credit card. Special Events have different cancel policies...Please contact the hotel's reservation office, 607-256-1100, if you have any questions.

This is a non-smoking facility. You will be charged \$200.00 for smoking anywhere within the hotel. All pets must be registered with the front desk upon check in. Unregistered pets will incur their owner a \$100.00 pet fee,

Total \$297
Not Exceed \$600

Country Inn and Suites Ithaca
1100 Danby Road, Route 96B
Ithaca, NY 14850
Phone: (607)256-1100 Fax: (607)256-1200
Email: cx_itny@countryinnamericas.com



Kelli Parmelee <finance@townofmendon.org>

NYSLRS Employer Education Seminar Invitation - Monroe County - April 21, 2023 @ 9:00am

message

NYSLRS Employer Education <nyslrsemployereducation@osc.ny.gov>

**Employer Education Seminar**

Dear Employer,

The NYS Retirement System Employer Education Unit will be presenting a one-day Employer Education Seminar at:

Location: Brighton Fire District**Address: 3100 East Ave, Rochester, NY 14610****Date: Friday, April 21, 2023 @ 9:00 AM**

Our seminar covers reporting requirements and procedures that have proven valuable for payroll and personnel staff whose responsibilities include preparing & submitting the members, etc.

This seminar will cover Retirement System policies and procedures applicable to both legacy and enhanced reporting as our employers continue to make this

The seminar addresses topics such as:

- Membership
- Enrollment
- Monthly Reporting
- Reporting at Time of Retirement
- Post-Retirement Employment
- Planning for Retirement

The seminar will begin at 9:00am and will run until approximately 3:30pm.

Seminar size is limited and reservations will be accepted on a "first come, first served" basis.

Please limit your response to two attendees in order for us to serve as many employers as possible.

****If you have already attended the employer education one day seminar within the past 18 months, please forward this invitation along to others in your organization who n***

If you are interested in attending, please reply to this email with the following information:

- Name
- Title
- Employer
- Location Code
- Email address

Thank you - Hope to see you soon!

Employer Participation and Education Unit
Member and Employer Services Bureau
New York State and Local Retirement Systems
NYSLRSEmployerEducation@osc.ny.gov

Notice: This communication, including any attachments, is intended solely for the use of the individual or entity to which it is addressed. This communication may contain information that is pr
Federal law. Please notify the sender immediately if you have received this communication in error and delete this email from your system. If you are not the intended recipient, you are requ
action in reliance on the contents of this information.

Trailer



QUOTATION

6803 Manlius Center Road, East Syracuse, NY 13057 phone (315) 437-1471 fax (315) 437-4041

TO:

Customer

TOWN OF MENDON- HIGHWAY DEPT.

Address

City, State, Zip Code

Contact Person

Phone Number

Date of Quotation

Salesman Name

Fax Number

12/29/2022

Quotation Price Good Through

1/28/2023

PAUL DEGASPERI

Stock #	New or Used	Description	Price:
163319	NEW	FT-45-2 LP PLUS DECK TRAILER	\$33,136
		24' DECK LENGTH, 2" WHITE OAK	\$2,164
		ENGINEERED FABRICATED HI-TENSILE MAIN FRAME BEAMS	\$0
		6' WOOD INLAID BEAVERTAIL	\$0
		DOUBLE INCLINE BEAVERTAIL	\$0
		7'X38" WOOD INLAID, AIR OPERATED RAMPS	\$4,848
		102" OD	\$0
		(14) D-RINGS, 1" STRAIGHT	\$0
		AIR, ABS 2S/1M, MERITOR WABCO BRAKES	\$0
		25K OIL BATH AXLES	\$0
		25,000 LB HD 3 LEAF SPRINGS SUSPENSION	\$0
		49" SPREAD SUSPENSION	\$0
		(8) 235/75R 17.5J TIRES, 8 BOLT HUB PILOT WHEELS	\$0
		6.3' CENTER OF COUPLER TO HEADBOARD HITCH LENGTH	\$0
		3" ADJ LUNETTE EYE/PINTLE HITCH	\$0
		140,000 LB TWIN 2 SPEED JACKS	\$0
		7 POLE SEMI PLUG	\$0
		LED LIGHTS, SEALED WIRING HARNESS	\$0
		FELLING BLACK # CCA945378 (WHITE FELLING DECAL)	\$0
		WHITE STRIPE	\$0
		DOCUMENT HOLDER	\$0
		2 STEPS, 1 ON STD HITCH, 1 IN FRONT AXLES ON ROADSIDE	\$0
		TOOLBOX W/ LOCKABLE LATCH	\$336
		GVWR 55,000 LBS	\$0
			\$0
		OGS PRICING: LIST LESS 12%	\$0
		LIST PRICE: \$40,484.00 LESS 12%=\$35,625.92	\$0
		FREIGHT IN: \$3,048	\$0
		PDI: \$500	\$0
		TOTAL CUSTOMER COST: \$39,173.92	\$0
			\$0
			\$0
		Total List Price:	\$40,484
		SELL PRICE:	\$39,174

Description of Trade-In (Year, Make, Lienholder, Amount owed on unit, Gross Trade-in allowance)

0	0	0	0	0	\$0
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DETAILS OF PROPOSED TRANSACTION:

CASH PRICE \$39,174
 -TRADE-IN (see above) \$0
 NET PRICE \$39,174
 SALES TAX (if applicable) \$0
 FET ON NET (if applic.)

TOTAL PRICE \$39,174

TERMS AVAILABLE:

12mos @ =
 24mos @ =
 36mos @ =
 48mos @ =
 60mos @ =

WE APPRECIATE THIS OPPORTUNITY TO QUOTE YOU. I ASSURE YOU THAT YOUR ORDER WILL BE MOST APPRECIATED AND HANDLED IN A PROMPT AND CAREFUL MANNER. PLEASE FEEL FREE TO CALL ME WHEN I CAN BE OF SERVICE...

Sales Representative

Thank You



4536 Morgan Place
Liverpool, New York
Phone: 1-315-457-0181
Parts Fax: 1-800-950-4342
Office Fax: 1-315-457-0312



Count on it.



892-898 Troy Schenectady Rd
Latham, New York
Phone: 1-518-785-5841
Parts Fax: 1-800-950-4342
Office Fax: 1-518-785-5740



QMS Quote #	Q111532
Date:	29-Nov-22
Inquiry Date:	
Prices Subject to Change	Prices Subject to Change
Estimated Delivery:	9-12+ Months
Terms:	
Shipped Via:	Truck
Height of Cut:	
Purchase Order #	
Ship to Zip Code	

To: Customer Name: Town of Mendon Highway
Address: 101 Semmel Rd
City State Zip: Honeoye Falls NY
Attn: Art
Phone:
Email Contact:

In Response to your inquiry, we submit the following Quotation;
Purchase Orders should list the Vendor as Grassland Equipment & Irrigation Corp.

Salesman	Brent Lewis
Cell Phone	585-694-9948
Email	blewis@grasslandcorp.com
Group 40625 Heavy Equipment. Award PGB-22792, NYS Contract: PC69682 Now to April 30, 2025 Sourcewell Contract #031121-TTC	

Qty	Model Number	Description	2022 Sugg. Retail Price	Contract Price	Extension
1	72144	44 HP Yanmar Turbo Diesel w/ 144" TURBO FORCE RD Deck	\$93,332.00	\$67,888.24	\$67,888.24



NOTES		TOTALS	
Delivery Contact Name		Equipment Total @ MSRP	\$93,332.00
Delivery Contact Phone Number		Discount	(\$25,443.76)
Due to the global supply chain, manufacturing lead times may be substantially longer than normal, exceeding 90 Days. Grassland will strive to deliver products in a timely manner, but cannot guarantee lead times. Product pricing for this quote is based off of current manufactures list pricing, which may change prior to delivery. Grassland agrees to maintain the quoted discount percentages in the event MSRP increases. You will be notified of any price changes prior to delivery and may cancel the order without penalty at that		Total Equipment	\$67,888.24
		Toro Protection Plus	\$ -
		Trade Ins	\$ -
		Set Up & Delivery	
		Wintercab Set Up	
Total			\$67,888.24
Customer Acceptance	Date:		\$67,888.24

Henderson

Plow Equipment

HENDERSON

PRODUCTS, INC.

22686 FISHER ROAD
WATERTOWN, NY 13601
PHONE: 315-785-0994
FAX: 315-785-0146

CUSTOMER QUOTE

Page 7
Quote #153299
Rev #66

Option 2 Description: Dual Brass Nozzles In Lieu of std
Option 3 Description: Locate tank and Pump a rearward as possible/

Single Package: \$151,906.00

Package(s) : 1

Total: \$151,906.00

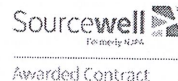
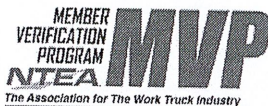
Due to current raw material market conditions this quote includes a surcharge on Henderson equipment. Quotes exceeding the expressed quote validity date are subject to surcharge revisions.

Signed: _____

Date: _____

Quote notes:

total of Both Pages
~~\$~~ 312,452.64



<u>Description</u>	(US DOLLAR)	<u>Price</u>
Factory List Prices:		
Product Items	\$310,492.00	
Service Items	\$3,690.00	
Total Factory List Price Including Options:		\$314,182.00
Total Goods Purchased:		\$4,050.00
P&D	\$1,650.00	
Right hand spring build up	\$650.00	
Total Preparation And Delivery:		\$2,300.00
Freight	\$3,100.00	
Total Freight:		\$3,100.00
Total Factory List Price Including Freight:		\$323,632.00
Less Customer Allowance:		(\$163,085.36)
Total Vehicle Price:		\$160,546.64
Total Sale Price:		\$160,546.64
Total Per Vehicle Sales Price:		\$160,546.64
Net Sales Price:		\$160,546.64

Please feel free to contact me regarding these specifications should your interests or needs change. I am confident you will be pleased with the quality and service of an International vehicle.

Approved by Seller:

Accepted by Purchaser:

Official Title and Date

Firm or Business Name

Authorized Signature

Authorized Signature and Date

This proposal is not binding upon the seller without
Seller's Authorized Signature

Official Title and Date

The TOPS FET calculation is an estimate for reference purposes only. The seller or retailer is responsible for calculating and reporting/paying appropriate FET to the IRS.

The limited warranties applicable to the vehicles described herein are Navistar, Inc.'s standard printed warranties which are incorporated herein by reference and to which you have been provided a copy and hereby agree to their terms and conditions.

Date: April 4, 2023

To: John Moffitt, Mendon Supervisor

From: Andrew Caschetta, Hwy. Superintendent

Subject: Agenda Placement @ April 10, 2023, Town Board Meeting for
Discussion and Authorization

The Highway Department would like to sell the following items at auction:

- Harder Salt Spreader - Model ES160, Serial # 29602, 2010 model year
- 2 John Deere tractor wheels (Size 34TW15L)

A handwritten signature in blue ink, appearing to be 'Andrew Caschetta', written in a cursive style.



April 5, 2023

Mr. Corey Gates
Town of Mendon
16 W Main St
Honeoye Falls, NY 14472

RE: Mendon Green Subdivision
Letter of Credit Release #4

Dear Mr. Gates,

We have reviewed the proposed Letter of Credit Release #4 dated March 27, 2023, prepared by Marathon Engineering. We recommend a release from the Letter of Credit as follows:

Current Letter of Credit Value	\$1,286,071.30
Recommended Release	\$127,834.30
Letter of Credit Balance	\$1,158,236.70

The release includes work completed relating to erosion control and the storm system.

If there are questions regarding the above comments, please do not hesitate to contact me.

Respectfully submitted,

LaBella Associates

A handwritten signature in black ink that reads 'Michael A. Simon'.

Michael A. Simon
Sr. Project Manager

CC: Andrew Caschetta, Town of Mendon (via email)
Jerold Watkins, Riedman Companies (via email)
Richard Tiede, Marathon Engineering (via email)

Town Of Mendon Letter Of Credit Release

Letter of Credit Reduction

Reduction #4

3/27/2023

Project: Mendon Green

Prepared For:

Riedman Construction, LLC

45 East Avenue

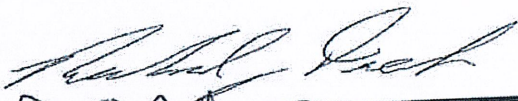

Rochester, NY 14604

Total Construction To Date	492,875.50
Less Retainage	49,287.55
	443,587.95
A. Construction Value to be Released	-
B. Engineering Costs	49,287.55
C. Construction Observation Costs (10%)	49,287.55
D. 10% Contingency	-
E. Other Costs	376,662.50
Amount Previously Released Through Estimate No. -2	127,834.30
Amount Authorized For Release	

Letter Of Credit information:

Original Amount	1,700,399.75
Authorized for Release Per Estimate No. 1	53,394.00
Authorized for Release Per Estimate No. 2	299,231.65
Authorized for Release Per Estimate No. 3	61,703.10
Authorized for Release Per Estimate No. 4	127,834.30
Authorized for Release Per Estimate No. 5	-
Authorized for Release Per Estimate No. 6	-
Authorized for Release Per Estimate No. 7	-
Authorized for Release Per Estimate No. 8	-
Authorized for Release Per Estimate No. 9	-
Authorized for Release Per Estimate No. 10	-
Subtotal	542,163.05
Balance Remaining In Letter Of Credit Through This Staterr	1,158,236.70

APPROVALS

	3/27/2023
Marathon Engineering	Date
	3-27-23
Owner LABELLA ASSOC.	Date
Town Engineer	4/5/2023
	Date
Town of Mendon	Date



39 Cascade Drive / Rochester, NY 14614 / Phone (585) 458-7770

Letter of Credit Reduction

Riedman Construction, LLC
45 East Avenue
Rochester, NY 14604

Date: 3/27/2023

Reduction # 4

APPROVALS:

[Signature]
Marathon Engineering
[Signature]
Owner
[Signature]
Town Engineer

3/27/2023

Date

3-27-23

Date

4/5/2023

Date

Town of Mendon

Date

Summary

Section No.	Section Description	Original Amount (\$)	Completed This Release	Retainage This Release	Authrzd This Release	Tot \$ Prvsly Authrzd	Tot Prvs Retainage \$	Tot Remng LOC \$
2	EARTHWORK	\$252,900.00	\$ -	\$ -	\$ -	\$ 141,007.50	\$ 15,667.50	\$111,892.50
3	EROSION CONTROL	\$83,686.75	\$ 300.00	\$ 30.00	\$ 270.00	\$ 13,666.05	\$ 1,518.45	\$69,750.70
6	STORM SYSTEM	\$445,735.50	\$ 115,913.00	\$ 11,591.30	\$ 104,321.70	\$ 133,476.75	\$ 14,830.75	\$207,937.05
7	WATER SYSTEM	\$211,505.00	\$ -	\$ -	\$ -	\$ 43,686.00	\$ 4,854.00	\$167,819.00
9	ROADWAY SYSTEM	\$313,937.50	\$ -	\$ -	\$ -	\$ 7,159.95	\$ 795.55	\$306,777.55
11	LANDSCAPING & MISCELLANEOUS	\$52,555.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$52,555.00
	SUB-TOTAL	\$1,360,319.75	\$ 116,213.00	\$ 11,621.30	\$ 104,591.70	\$ 338,996.25	\$ 37,666.25	\$916,731.80
	10% Contingency	\$136,032.00	\$ 11,621.30	\$ -	\$ 11,621.30	\$ 37,666.25	\$ -	\$86,744.45
	OWNERS GUARANTEE 5%	\$68,016.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$68,016.00
	MUNICIPAL OBSERVATION 10%	\$136,032.00	\$ 11,621.30	\$ -	\$ 11,621.30	\$ 37,666.25	\$ -	\$86,744.45
	OVERALL TOTAL LOC	\$1,700,399.75	\$ 139,455.60	\$ 11,621.30	\$ 127,834.30	\$ 414,328.75	\$ 37,666.25	\$1,158,236.70

Section 2 EARTHWORK

Item Number	Item Description	Total Quantity	Unit	Unit Price (\$)	Total Price (\$)	Qty this Stmt	\$ this Stmt	Qty Cmpltd Previously	\$ Cmpltd Previously	Remaining Quantity	Remaining \$
2.1	TOPSOIL STRIPPING AND STOCKPILE (ONLY AS REQUIRED FOR RESTORATION)	10,000	CY	5.00	50,000.00	-	-	7,500.00	\$ 37,500.00	2,500	\$12,500.00
2.2	SITE MASS EARTHWORK (INCLUDES SWMF)	45,400	CY	3.50	158,900.00	-	-	34,050.00	\$ 119,175.00	11,350	\$39,725.00
2.3	TOPSOIL PLACEMENT IN R.O.W. & OPEN SPACE AREAS	6,000	CY	4.00	24,000.00	-	-	-	-	6,000	\$24,000.00
2.4	TOPSOIL PLACEMENT - LOT RESTORATION	4,000	CY	5.00	20,000.00	-	-	-	-	4,000	\$20,000.00
TOTAL EARTHWORK AND EROSION CONTROL					\$252,900.00	\$0.00		\$156,675.00		\$96,225.00	

Section 3 EROSION CONTROL

Item Number	Item Description	Total Quantity	Unit	Unit Price (\$)	Total Price (\$)	Qty this Stmt	\$ this Stmt	Qty Cmpltd Previously	\$ Cmpltd Previously	Remaining Quantity	Remaining \$
3.1	SILT FENCE INCLUDES INSTALLATION, MAINTENANCE, AND REMOVAL	3,007	LF	4.00	12,028.00	-	-	1,805.00	\$ 7,220.00	1,202	\$4,808.00
3.2	TEMPORARY SEDIMENTATION TRAP/BASIN	3	EA	250.00	750.00	-	-	2.70	\$ 675.00	0.3	\$75.00
3.3	TEMPORARY DIVERSION SWALE	1,295	LF	3.25	4,208.75	-	-	1,166.00	\$ 3,789.50	129	\$419.25
3.4	PAVEMENT INLET PROTECTION	14	EA	200.00	2,800.00	-	-	-	-	14	\$2,800.00
3.5	CHECK DAMS	4	EA	300.00	1,200.00	1	\$ 300.00	3.00	\$ 900.00	0	\$0.00
3.6	PLUNGE POOL	1	EA	200.00	200.00	-	-	0.50	\$ 100.00	0.5	\$100.00
3.6.1	OUTLET CONTROL PROTECTION CHECK DAM	1	EA	1,500.00	1,500.00	-	-	-	-	1	\$1,500.00
3.7	CONCRETE WASHOUT AREA	1	EA	2,000.00	2,000.00	-	-	-	-	1	\$2,000.00
3.8	CONSTRUCTION ENTRANCE	1	EA	2,500.00	2,500.00	-	-	1.00	\$ 2,500.00	0	\$0.00
3.9	TEMPORARY RESTORATION OF HOUSE PADS DRIVEWAYS AND STOCKPILES	6	AC	4,000.00	24,000.00	-	-	-	-	6	\$24,000.00
3.10	PERMANENT RESTORATION	13	AC	2,500.00	32,500.00	-	-	-	-	13	\$32,500.00
TOTAL WATER MAIN SYSTEM					\$83,686.75	\$300.00		\$15,184.50		\$68,202.25	

Section 6 STORM SYSTEM

Item Number	Item Description	Total Quantity	Unit	Unit Price (\$)	Total Price (\$)	Qty this Stmt	\$ this Stmt	Qty Cmpld Previously	\$ Cmpld Previously	Remaining Quantity	Remaining \$
6.1	12" PE STORM SEWER, INC. EXCAVATION, BEDDING AND BACKFILL, COMPLETE	1,109	LF	40.00	44360.00	555.00	\$ 22,200.00	111.00	\$ 4,440.00	443	\$17,720.00
6.2	15" PE STORM SEWER, INC. EXCAVATION, BEDDING AND BACKFILL, COMPLETE	912	LF	43.50	39672.00	821.00	\$ 35,713.50	-	\$ -	91	\$3,958.50
6.3	18" PE STORM SEWER, INC. EXCAVATION, BEDDING AND BACKFILL, COMPLETE	192	LF	55.50	10656.00	19.00	\$ 1,054.50	154.00	\$ 8,547.00	19	\$1,054.50
6.4	24" PE STORM SEWER, INC. EXCAVATION, BEDDING AND BACKFILL, COMPLETE	443	LF	67.50	29902.50	-	\$ -	399.00	\$ 26,932.50	44	\$2,970.00
6.5	4'-0" DIA. MANHOLE, COMPLETE	9	EA	7,000.00	63000.00	5.00	\$ 35,000.00	3.00	\$ 21,000.00	1	\$7,000.00
6.6	6'-0" DIA. MANHOLE, COMPLETE	1	EA	12,000.00	12000.00	-	\$ -	0.90	\$ 10,800.00	0	\$1,200.00
6.7	6" PVC STORM LATERAL WITH CLEANOUTS, COMPLETE	1,530	LF	35.00	53550.00	627.00	\$ 21,945.00	903.00	\$ 31,605.00	-	\$0.00
6.9	18" METAL END SECTION	1	EA	425.00	425.00	-	\$ -	1.00	\$ 425.00	-	\$0.00
6.1	24" METAL END SECTION	1	EA	525.00	525.00	-	\$ -	1.00	\$ 525.00	-	\$0.00
6.11	BIO RETENTION (COMPLETE, INCL. UNDERDRAIN & OUTLET)	11,235	SF	12.00	134820.00	-	\$ -	2,809.00	\$ 33,708.00	8,426	\$101,112.00
6.12	OUTLET CONTROL STRUCTURE	1	EA	5,000.00	5000.00	-	\$ -	1.00	\$ 5,000.00	-	\$0.00
6.13	MEDIUM STONE (1" THICKNESS)	147	CY	75.00	11025.00	-	\$ -	71.00	\$ 5,325.00	76	\$5,700.00
6.14	24" X 24" DROP INLET, COMPLETE	17	EA	2,400.00	40800.00	-	\$ -	-	\$ -	17	\$40,800.00
TOTAL STORM DRAINAGE SYSTEM					\$445,735.50	\$ 115,913.00		\$ 148,307.50		\$181,515.00	

Section 7 WATER SYSTEM

Item Number	Item Description	Total Quantity	Unit	Unit Price (\$)	Total Price (\$)	Qty this Stmt	\$ this Stmt	Qty Cmpld Previously	\$ Cmpld Previously	Remaining Quantity	Remaining \$
7.1	CONNECT INTO EXISTING MAIN	1	LS	1,500.00	1,500.00	-	\$ -	-	\$ -	1	\$1,500.00
7.2	8" DIP WATERMAIN INCLUDING, BEDDING, BACKFILL, TESTING, COMPLETE	1,618	LF	60.00	97080.00	-	\$ -	809.00	\$ 48,540.00	809	\$48,540.00
7.3	HYDRANT AND GUARD VALVE ASSEMBLY, COMPLETE	4	EA	8,500.00	34,000.00	-	\$ -	-	\$ -	4	\$34,000.00
7.4	1" TYPE K WATER SERVICE, COMPLETE	1,041	LF	75.00	78075.00	-	\$ -	-	\$ -	1,041	\$78,075.00
7.5	DISINFECTION/BLOWOFF/SAMPLING TAP	1	EA	850.00	850.00	-	\$ -	-	\$ -	1	\$850.00
TOTAL ROADWAY SYSTEM					\$211,505.00	\$0.00		\$48,540.00		\$162,965.00	

Section 9 ROADWAY SYSTEM

Item Number	Item Description	Total Quantity	Unit	Unit Price (\$)	Total Price (\$)	Qty this Stmt	\$ this Stmt	Qty Cmpltd Previously	\$ Cmpltd Previously	Remaining Quantity	Remaining \$
9.1	ROAD BOXOUT INCLUDING EXCAVATION, SHAPING, ROLLING, AND PROOF ROLLING (41,700 SF)	2,834	CY	4.00	11,336.00		\$ -	737.00	\$ 2,948.00	2,097	\$8,388.00
9.2	GEOTEXTILE FABRIC	4,630	SY	1.25	5,787.50		\$ -	1,158.00	\$ 1,447.50	3,472	\$4,340.00
9.3	(2) 6" LIFT TYPE 1 CRUSHER RUN STONE (NYS DOT ITEM NO. 304.11)	1,544	CY	40.00	61,760.00	-	\$ -	-	-	1,544	\$61,760.00
9.4	3" LIFT TYPE 2 CRUSHER RUN STONE (NYS DOT ITEM NO. 304.12)	370	CY	40.00	14,800.00		\$ -	89.00	\$ 3,560.00	281	\$11,240.00
9.5	3" TYPE 3 BINDER (NYS DOT ITEM NO. 403.138902)	4,631	SY	19.00	87,989.00	-	\$ -	-	-	4,631	\$87,989.00
9.6	1.5" TYPE 7P2 TOP (NYS DOT ITEM NO. 403.198202)	4,631	SY	11.00	50,941.00	-	\$ -	-	-	4,631	\$50,941.00
9.7	4" WEEP PIPE, COMPLETE	3,012	LF	10.00	30,120.00	-	\$ -	-	-	3,012	\$30,120.00
9.8	30" WIDE CONCRETE GUTTER, COMPLETE	3,012	LF	17.00	51,204.00	-	\$ -	-	-	3,012	\$51,204.00
TOTAL ROADWAY SYSTEM					\$313,937.50		\$0.00		\$7,955.50		\$305,982.00

Section 1 LANDSCAPING & MISCELLANEOUS