

The Regular Meeting of the Mendon Town Board was held at 7:00 PM, Monday, April 14, 2025, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

PRESENT: John D. Moffitt, *Supervisor*
Cynthia M. Carroll (ABSENT)
James Merzke *Town Board*
Kimberly Roberts *Members*
Brent Rosiek

MINUTES CLERK: Brooke Buckland

OTHERS PRESENT: Danny Bassett, Tom Fromberger, *Town Engineer*, Gary Loope, *Deputy Highway Superintendent*, Peter Doyle, and Mo Bickweat.

Call to Order

The meeting was called to order.

Pledge of Allegiance

The Pledge of Allegiance was recited.

Agenda

(Resolution 25-147)

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

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Public Comment

There were no comments.

Communications

Brent Rosiek

- Brent Rosiek reported on several meetings and events. He mentioned that the planning board had a meeting on April 2nd where RG&E agreed to meet screening and landscaping requirements consistent with the existing Mendon gate station. He noted that RG&E would be back to discuss more on April 16th. Rosiek also mentioned a return visit of an applicant for a site plan at Pittsford Mendon Center Road scheduled for May 7th.
- Rosiek discussed his meeting with buildings and grounds regarding Dreisbach Park.
- He reported on the MCBA's upcoming adult egg hunt at Saint Catherine's Church and a member mixer held on March 27th at Trout Brook Farms, which he was unable to attend due to being out of town.

- Lastly, Rosiek mentioned attending a public information meeting for the mile square sidewalks project, which he found to be extremely well-received by those in attendance.

Kim Roberts

- Kim Roberts reported that town historian Diane Ham was drafting an article for the New York Association of Town celebrating the country's history series based on the town board's input. Roberts mentioned that the draft would be shared with the board before the November 15th submission deadline and expressed her appreciation for Diane's work in showcasing the Town of Mendon.
- Roberts noted that she was unable to attend the zoning board of appeals meeting on March 27th and thanked Supervisor Moffitt for stepping in. She then reported on her attendance at the environmental conservation board meeting on April 1st, where discussions were held about climate smart communities with Madison, the Monroe County sustainability coordinator, and Rachel from the Genesee Valley Finger Lakes Council.
- Roberts highlighted key points for the town to consider, including updating the comprehensive plan to include sustainability, integrating a climate action plan to position the Town of Mendon for funding, and utilizing the DEC's climate action plan template. She also mentioned that the village of Honeoye Falls was engaging high school students in their green team for environmental initiatives.
- Roberts reported that the ECB reviewed the Mendon Gates Station upgrade on Canfield Road for the EPOD and that the village of Honeoye Falls would host an environmental fair on April 26th, inviting the Mendon ECB to participate. She noted that the ECB and board inquired about budget availability for banners and brochures to be used at the festival.
- Lastly, Roberts provided an update on the citizens committee for athletic and recreation opportunities, mentioning that she had created an agenda and was working on finalizing details for a meeting.

James P Merzke

- James Merzke reported on the American Legion as the town's liaison to the organization. He mentioned that the Legion expressed thanks for the town's annual support for veterans activities in the town and village. Merzke highlighted upcoming events in May, including poppy days in the second week and four parades and cemetery visits for Memorial Day at the end of the month. He noted that the Legion's total membership was currently 61, with some new younger members joining recently.

Supervisor, John Moffitt

- Supervisor John Moffitt provided several updates. He announced that the Mendon Youth Center would be closing on Thursday, May 15th, based on a review of last year's closing date and recent attendance numbers.
- Moffitt reported on completing the annual report for ARPA money with the help of Lori from MRB, which he found to be extremely helpful and time-efficient.
- Moffitt discussed his attendance at the zoning board meeting on March 27th, where two applications were reviewed. He provided details on the decisions made regarding a pole barn variance and a frontage relief request.

- The supervisor reported on the transfer of village court, mentioning a letter from the state allowing an additional \$10,000 towards their cap for 2026. He noted that they were not anticipating any additional costs despite this change.
- Moffitt also mentioned plans by the Monroe County Sheriff's Department to install a license plate reader camera at the intersection of Route 251 and 64 in 2027.
- He announced that the town's recycle event was scheduled for October 18th at the community center.
- Lastly, Moffitt read the following communications from Board Member Cynthia Carroll:
 - Regarding the Library:
 - ~ A National Library Weel display will remain up through the end of April.
 - ~ The library received a \$500 In-Kind Grant from United for Libraries and Penguin Random House Grants to make new discussion books.
 - ~ The annual Report to the Community was distributed around the Town.
 - ~ A new temporary part-time library trainee will be hired soon.
 - ~ A new floor stand globe and NYS and Honeoye Falls maps were purchased with Teen Grant Funds.
 - ~ Safety and security procedures have been reviewed with all employees in response to concerning behaviors at area libraries.
 - ~ Concerns about the abolishment of the IMLS (Institute of Museum and Library Services) as this action could affect monies to libraries from the State.
 - ~ The Board of Trustees Account tax information was filed and notification of it being received and filed was received. .
 - ~ The Friends continue to provide funding to the Library's programs. The Friends " next fund raiser will be in conjunction with the 15th Year New Library Celebration.
 - ~ The Board is working on updating the Collection Management Policy and the Long Range Work Plan was reviewed.
 - ~ Ms. Carroll also completed the Town Finance Audit for 2024 on Wednesday, March 26, 2025.

Supervisor's Monthly Report

(Resolution 25-148)

Mrs. Roberts made a motion to acknowledge receipt of the supervisor's monthly reports for February and March 2025. Mr. Merzke seconded the motion.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Town Clerk's Monthly Report

(Resolution 25-149)

Mr. Rosiek made a motion to acknowledge receipt of the Town Clerk's monthly report for March 2025, showing receipts and disbursements in the amount of \$45,704.94. Mrs. Roberts seconded the motion.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Minutes

The board discussed concerns about the consistency of recording unanimous votes in the minutes. Brent Rosiek suggested tabling the approval to allow for updates to the minutes to include specific vote counts for all motions. The board agreed to table the approval and requested that Rosiek send an email detailing his concerns.

(Resolution 25-150)

Mr. Rosiek made a motion to table the minutes as presented. Mr. Merzke seconded the motion.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Budget Adjustments

(Resolution 25-151)

Mr. Rosiek made a motion to approve the budget adjustments as listed. Mr. Merzke seconded the motion.

From: A190.470	Contingent	\$20,000.00
To: A1620.400	Buildings-Contractual	\$20,000.00

From: B1900.400	Contingent	\$10,000.00
To: B1910.100	Legal Svs.	\$10,000.00

From: B1990.400	Contingent	\$2,000.00
To: B3620.400	Building Insp.	\$2,000.00

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Reserve Fund Transfers

(Resolution 25-152)

Mrs. Roberts made a motion to approve the reserve fund transfers as listed.

Mr. Merzke seconded the motion.

TO NY CLASS	
A Parks:	\$ 90,000.00
A Building:	\$ 50,000.00
A North Main:	\$ 10,000.00
A Debt:	\$ 10,000.00
A Assessment:	\$ 20,000.00

B Sidewalk: \$ 50,000.00

DA Equipment: \$400,000.00

Supervisor Moffitt noted that these transfers were recommended by the finance department.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

EQUIPMENT PURCHASE TRANSFER

(Resolution 25-153)

Mr. Merzke made a motion to approve the following transfer for the purchase of equipment, subject to permissive referendum. Mrs. Roberts seconded the motion.

From: NY Class \$114,657.47

To: DB5110.2 \$114,657.47

The board briefly discussed the previously approved equipment purchases, confirming that they had been approved in previous minutes.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Abstract of Audited Vouchers

General Abstract A

(Resolution 25-154)

Mr. Rosiek made a motion to approve all claims on vouchers number 25-139 to 25-151 on general abstract 25-04A in the amount of \$29,943.60. Mrs. Roberts seconded the motion.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

General Abstract B

(Resolution 25-155)

Mr. Rosiek made a motion to approve all claims on vouchers 25-152 to 25-192 on general abstract 25-04B in the amount of \$76,554.68. Mr. Merzke seconded the motion.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Highway Abstract

(Resolution 25-156)

Mr. Rosiek made a motion to approve all claims on vouchers number 25-151 to 25-180 on Highway abstract 25-04 in the amount of \$50,245.95. Mrs. Roberts seconded the motion.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Library Abstracts

The board acknowledged the presentation of library Abstract A from library vouchers 25-045 to 25-052 on library abstract 25-04A in the amount of \$1,929.54, and library abstract B from library vouchers 25-053 to 25-063 on library abstract 25-04B in the amount of \$4,405.99.

Court Audit Acknowledgement

(Resolution 25-157)

Mrs. Roberts made a motion to acknowledge that the required audit of the Town of Mendon's court records for the fiscal year ending in 2024 was conducted on March 6 and March 10 of 2025. The board further directed that this resolution be forwarded to the Unified Court Systems Division of Internal Audit Services in compliance with section 2019-A of the Uniform Justice Board Act. Mr. Rosiek seconded the motion.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Mower Purchase

(Resolution 25-158)

Mr. Merzke made a motion to authorize the purchase of a Model 592072 Ferris with a 60-inch deck from Saxby Implement Corp at a cost not to exceed \$9,070 to be paid from account A1620.2. Mr. Rosiek seconded the motion.

The board discussed the mower purchase, with Supervisor Moffitt explaining that this model was determined to be the best value for what was needed, considering factors such as horsepower and deck size. Brent Rosiek expressed support for the purchase, noting the importance of ergonomic and efficient equipment for employees.

James Merzke pointed out that the quote included sales tax, which would need to be corrected before payment. Kim Roberts noted that according to the Town of Mendon's procurement policy, three written requests were required for this amount, which were not initially included in the agenda packet but had since been forwarded to the board.

The board agreed to include such documentation in future agenda packets.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

EV CHARGE SOLUTIONS – EV CONNECT

(Resolution 25-159)

Mr. Rosiek made a motion to contract with EV Charge Solutions, 500 Avenue Boulevard, suite 100, for EV management according to their quote dated March 26, 2025, in the amount of \$2,150.00 to be paid from account A1620.4. Mr. Merzke seconded the motion.

Supervisor Moffitt explained the situation with Shell discontinuing their charging station business and the search for a new provider. He highlighted that EV Charge Solutions offered a lower cost and was based in Rochester, which could be beneficial for future support. The board discussed the procurement process and the difficulty in finding multiple providers for this service.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Buildings & Grounds – Trailer Purchase - Tabled

(Resolution 25-160)

Mr. Rosiek made a motion to table the purchase of a new 2025 single axle landscape trailer, including a safety inspection, for a cost not to exceed \$4,656 to be paid from account A1620.4. Mr. Merzke seconded the motion.

The board discussed the need for additional written quotes as per the town's procurement policy. Kim Roberts noted that only one quote was provided in the agenda packet, and the board agreed to table the motion to allow time to obtain the required additional quotes.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Website Privacy Statement

(Resolution 25-161)

A motion was made by Mr. Rosiek to approve the following Privacy Statements for the Town's website (www.townofmendonny.gov). These have been reviewed by the Town Attorney. Mrs. Roberts seconded the motion.

Information We Collect and Store Automatically

When you visit our website our web server automatically recognizes, collects, and stores your domain name, internet protocol address, type of browser, the language your browser uses, operating system, the dates and times of your visit, the web pages you accessed, and the website from which you linked to our site (if any). None of this information is personally identifiable. We store and analyze aggregate information on what pages you access or visit.

Information That You May Voluntarily Provide to Us

This website offers services online as a means to improve services and to make them more convenient and accessible. If during your visit to the website you use these online services, we will collect additional information related directly to the service you are accessing. We will limit the information requested to only that required to conduct the service. We will not use the information for any other purpose without your permission, except as required or provided for by law.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Semmel Road Ball Field – Dirt Purchase

(Resolution 25-162)

Mrs. Roberts made a motion to authorize the purchase of dirt for the Semmel Road Ballfield from Lakeside Sod Supply Co. Inc., 6660 Goodrich Rd. Clarence Center, NY 14032, for an amount not to exceed \$2,800.00 to be paid from account A1620.4. Mr. Merzke seconded the motion.

The board discussed the purchase, with Kim Roberts noting that the procurement policy required two written quotes for this amount. Supervisor Moffitt explained that this was a special "mix" and might be considered a sole source purchase. The board agreed to ensure proper documentation of such determinations in the future.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

15 Monroe St – Tree Removal - Tabled

(Resolution 25-163)

Mr. Merzke made a motion to table the authorization for the removal of trees at 15 Monroe Street from Quality Tree & Firewood, PO Box 549 Henrietta, NY, for an amount not to exceed \$3,600.00 to be paid from account A1620.4. Mr. Rosiek seconded the motion.

The board discussed the need for written quotes as per the town's procurement policy. Kim Roberts noted that while three companies were mentioned in an email, written quotes were not provided in the agenda packet. The board agreed to table the motion to allow time to obtain and review the required written quotes.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye

Temporary Signs - Discussions

The board engaged in a lengthy discussion about temporary signs in the town. Supervisor Moffitt introduced the topic, mentioning his research and consultations with the Association of Towns and the Attorn. He outlined several key points for consideration, including distance from pavement, sign size, illumination, duration of display, and the number of signs allowed per property.

Board members expressed various concerns and suggestions:

1. James Merzke emphasized the importance of enforceability and raised concerns about differentiating between commercial and non-commercial signs.
2. Brent Rosiek suggested considering zoning districts in the regulations and proposed the idea of an online registration system for temporary signs.
3. Brian Marianetti, the Attorney for the Town, provided legal insights and suggested potential language for the regulation, including addressing signs affixed to structures and enforcement procedures.

The board discussed various aspects of sign regulation, including:

- Time, place, and manner restrictions
- Definitions of temporary signs
- Enforcement challenges and potential complaint-driven processes
- The need for consistency in enforcement
- Considerations for different types of signs (e.g., graduation signs, flags)

The board agreed to continue working on drafting a local law for temporary signs, taking into account the various points raised during the discussion.

Public Comment

Mo Bickweat, 7 Sibleyville Ln, thanked the board for considering the sign issue and made several comments:

1. He noted that the code already addresses banners and flags.
2. He agreed with Jim's suggestion about establishing a procedure for complaints.
3. He raised a concern about a previous meeting resolution, suggesting that any determination about expenditure requirements should be made public.
4. He commented on the practice of taking roll call votes on resolutions.

Danny Bassette, 19A W Main St., commented on the sign topic, suggesting that keeping regulations simple would be beneficial. He suggested potentially outlawing all signs in an attempt to address any problems.

Gary Loope, 21 Semmel Rd, made several comments:

1. He thanked Kim Roberts for trying to adhere to the town's policies.
2. He suggested clarifying whether the sign regulations would cover both signs and banners.
3. He proposed requiring temporary signs to include the name of the person responsible and the installation date.
4. He spoke about the enforcement process.
5. He encouraged the board to follow and enforce the town's policies consistently.

Adjournment

(Resolution 25-164)

Mrs. Roberts made a motion to adjourn the meeting. Mr. Merzke seconded the motion.

Adopted: Mr. Merzke - Aye; Mr. Rosiek - Aye; Mrs. Roberts - Aye; Mr. Moffitt - Aye