

The Regular Meeting of the Mendon Town Board was held at 7:00 PM, Monday, July 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

TOWN CLERK: Michelle Booth

OTHERS PRESENT: Tom Voorhees, *Highway Superintendent*, Tom Fromberger, *Town Engineer*, Danny Bassette, Pete Doyle, Danielle Liberatore, Gary Loope and approximately 25 others.

Supervisor Moffitt called the meeting to order and the Pledge of Allegiance was recited.

Agenda

(Resolution 25-214)

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

Supervisor Moffitt opened the floor for public comment. He reminded attendees that there were two public hearings scheduled for later in the meeting, during which the public was welcome to speak about the subject matter of those hearings. He also noted that people were welcome to speak during this general public comment period about those topics or any other matters. He requested that speakers provide their name and address, and limit comments to 3 minutes or less until everyone has had a chance to speak.

Waiting for any comments and receiving none, Supervisor Moffitt moved on to the next agenda item.

Communications

Highway Superintendent

Highway Superintendent Tom Voorhees reported on several items:

- The department had stoned and oiled Parish Road, Mendon Center, and Woolston Road.

- There was a major rain event on Wednesday, June 18th, which caused damage to Plains Road from the bridge to Route 251, as well as Junction Road.
- The Plains Road area has been an ongoing issue for over 30 years, having eroded at least 10 different times. Contractors were brought in to look at putting in 200 feet of concrete gutter in that area to stop the erosion. This work would be funded through the CHIPS program.
- State Route 251 was the only road closed in Mendon during the rain event, in three different places. The DOT was aware of those problem areas and they have since been corrected.
- The department has been establishing a list of DIs and culverts on town roads to address issues with people using ditches for grass and leaves disposal, which causes problems during major rain events.
- During graduation weekend, 13 street signs and stop signs were knocked over, which took a couple of days to repair.
- Boughton Hill Road and Williams Road were milled and widened. In about two weeks, Suit-Kote would be resurfacing both roads.
- The following week, they planned to mill and pave Creekside Drive and Papermill Street in the village, and micro pave Hunt Club, Morgan Chase, and Rolling Plains.
- The detention pond was mowed.

Board Member Brent Rosiek confirmed that the contractor for the gutter work was the low bidder on the Monroe County contract.

Town Board

Board Member Brent Rosiek reported on Planning Board activities:

- Two public hearings were held on July 2nd: one for a riding academy on Cheese Factory Road, and another for a permanent farm market on Probst Road. Both were agricultural businesses covered under ag and markets laws, but also under local codes and special use permits.
 - The riding academy was requested to provide more information before a determination was made.
 - The permanent farm market was approved with conditions.
- On August 6th, there was a Crosby site plan proposing to wrap the gas canopy. This had been proposed and not allowed in 2003, with formal discussions in 2013, and now being proposed again in 2025.

- A pre-application meeting was held with an applicant, CEO, and planning board secretary. These pre-applications have proven successful for more challenging applications.
- Mendon Community Business Association hosted a cruise and social event at Mendon Commons on July 17th. These events occur every other Tuesday night during the summer, with the next one scheduled for July 15th.
- Continued meetings with MRB on progress and active projects.
- Met with MRB and NYS DOT regarding the retaining wall project along Victor Mendon Road.
- Continued bi-weekly meetings with the highway department.
- He attended an introduction to governmental accounting course on June 11th and 12th.
- Continued meetings with the zoning attorney, supervisor, and CEO for zoning law revisions.
- Working on improved intake forms for the planning board, ZBA, and building department.
- Scheduled to meet with MRB, developers, and engineers regarding Mendon Green the following day, with a focus on addressing stormwater issues affecting Pittsford residents.

Board Member Kim Roberts reported:

- She attended the ZBA meeting on June 12th.
 - Two applications were reviewed:
 - 79 Lanning Road: Variance granted to construct a pole barn in front of the primary residence, with conditions.
 - 97 Boughton Hill Road: Two area variances approved with conditions for front setback relief and accessory structure placement.
- Held a citizens committee meeting for athletic and recreation opportunities on June 23rd, with representatives from various town departments and youth sports organizations.
 - Key takeaways included requests for more indoor facilities, additional soccer and lacrosse fields, and bathrooms/utilities at Monroe Street softball fields.
 - Action items included assessing the town basketball court on Semmel Road and exploring shared services opportunities.
- An article celebrating the town's history for the Association of Towns was shared with the board, pending feedback or approval for submission.
- Thanked the highway and building departments for their hard work during the summer, particularly during the June flooding and road construction.

Board Member James Merzke reported:

- Poppy Days were held May 16th-18th at HFMP and Mendon Meadows, distributing poppies and accepting donations to assist local veterans. Over \$4,000 was donated, the most ever received.
- On May 26th (observed Memorial Day), the Legion participated in four observances at North Bloomfield Cemetery, Mendon Cemetery, the Catholic cemetery in Honeoye Falls, and Honeoye Falls Cemetery.
- Attended the Environmental Conservation Board meeting on July 1st, where they discussed the climate action plan to be presented later in the meeting.
- Attended the Historic Preservation Commission meeting on July 2nd, where they reviewed a building permit for a property on Topspin Drive.
- Completed required NYMIR training on sexual harassment and discrimination prevention, and workplace violence on June 26th.

Supervisor John Moffitt reported on:

- Attended the seniors meeting on July 8th, noting the group is growing.
- Facilitated the move-in process for summer rec equipment stored in the basement of the youth center on Monroe Street.
- Continuing to attend regular biweekly meetings with the highway department.
- Budget proposals were sent out to department heads earlier in the week.
- Attended the rec field meeting.
- Attended the dedication of a new building at the Equicenter.
- Addressed recent flooding issues, emphasizing the importance of maintaining stormwater facilities in the town.
- Contacted National Grid regarding power outages in the southeast part of town. Repairs were made, and the resident who complained reported no further outages.
- The personnel policy is in the process of being updated.
- Discussed the installation of cameras at the splash park to address incidents during and after open hours. A hot spot was tested for internet connectivity, and power solutions for the cameras are being explored.

Supervisor's Monthly Report (Resolution 25-215)

A motion was made by Ms. Roberts, seconded by Mr. Merzke, to acknowledge the receipt of the supervisor's monthly report for May and June 2025.

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

Town Clerk's Monthly Report

(Resolution 25-216)

Mr. Merzke moved to acknowledge receipt of the Town Clerk's monthly report for June 2025, showing receipts and disbursements in the amount of \$11,084.40. The motion was seconded by Mr. Rosiek.

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

Minutes

(Resolution 25-217)

Mr. Merzke moved to approve the minutes of the regular meeting held on June 9, 2025, as presented. The motion was seconded by Mrs. Roberts.

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

Budget Adjustments

(Resolution 25-218)

A motion was made by Mr. Rosiek, seconded by Mr. Merzke, to approve the following budget adjustment:

From: A2300	Snow and Ice	\$25,000.00
To: A1620.4	Building and Grounds	\$25,000.00

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

Vouchers

General Abstract A

(Resolution 25-219)

A motion to approve all claims on vouchers numbered 25-307 to 25-318 on general abstract 25-07A in the amount of \$26,855.98 made by Mrs. Roberts, seconded by Mr. Rosiek.

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

General Abstract B

(Resolution 25-220)

A motion to approve all claims on vouchers numbered 25-319 to 25-356 on general abstract 25-07B in the amount of \$49,491.22 made by Mrs. Roberts, seconded by Mr. Rosiek.

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

Highway Abstract

(Resolution 25-221)

A motion to approve all claims on vouchers numbered 25-220 to 25-250 on highway abstract 25-07 in the amount of \$217,491.36 made by Mrs. Roberts, seconded by Mr. Rosiek.

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

Library Abstract A

Library vouchers numbered 25-096 to 25-102, on Library Abstract 25-07A, in the amount of \$1,596.76, were presented to the Town Board for payment.

Library Abstract B

Library vouchers numbered 25-103 to 25-116, on Library Abstract 25-07B, in the amount of \$12,887.02, were presented to the Town Board for payment.

Public Hearing - Proposed Local Law – Temporary Signs

Supervisor Moffitt opened the public hearing at 7:22 PM regarding the proposed local law amending Town Code Chapter 260, Zoning, Article X, Sign Regulations to regulate temporary signage. He reminded attendees of the 3-minute speaking limit and that content-based regulation of signs was not permissible under the law.

Several residents provided comments:

- David Cook (3 Hurlingham Drive) commended the board for the proposed legislation, suggesting consideration of shorter time restrictions for signs and emphasizing the importance of enforcement.
- Danny Bassette (19A W. Main St) expressed support for freedom of speech and through signs, suggesting to keep the law simple and potentially remove sections C through F of the proposed law.
- Mo Bickweat (7 Sibleyville Ln) thanked the board for addressing the issue, emphasizing the importance of preserving the town's rural character. He suggested a 30-day or even 5-day limit for temporary signs.
- Tom Suter (82 Chamberlain Road) raised questions about the definition of signs and expressed concerns about offensive content on some signs.
- Cindy Allen (167 Chamberlain Road) asked for clarification on whether flags and inflatable items would be considered signs under the proposed law.

Supervisor Moffitt read an email from Gilbert and Judith Hawkins (50 Drumlin View Dr) expressing strong support for the proposed amendment.

After discussion, the board decided to keep the public hearing open to allow for further consideration and potential revisions to the proposed law.

(Resolution 25-222)

Mr. Rosiek moved to table the public hearing on the proposed local law for temporary signs. The motion was seconded by Mrs. Roberts.

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

Public Hearing - Proposed Local Law – Residency Restrictions for Deputy Highway Superintendent

(Resolution 25-223)

Supervisor Moffitt opened the public hearing regarding residency restrictions for the Deputy Highway Superintendent at 7:42 PM. No public comments were made.

Mr. Merzke moved to close the public hearing. The motion was seconded by Mr. Rosiek.

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

Local Law – Residency Restrictions for Deputy Highway Superintendent

(Resolution 25-224)

Mr. Merzke moved to adopt the proposed local law altering the residency restrictions for deputy town highway superintendents. The motion was seconded by Mr. Rosiek.

Mr. Rosiek clarified that this change would only affect the appointment of a deputy who could fulfill duties until a new highway superintendent could be appointed if needed.

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

Monroe County Office for the Aging – Age Friendly Community Presentation

Melissa Wendland, Director of Strategic Initiatives at Common Ground Health, presented on the Age Friendly Livable Communities initiative:

- Explained the concept of age-friendly, livable communities and its importance given the increasing older adult population.
- Highlighted the benefits of the program, including improved grant scoring, access to resources and training, and collaboration opportunities.
- Outlined the process for joining the Climate Smart Communities (CSC) program, including passing a resolution and creating a task force.
- Requested the town consider passing age-friendly resolutions and incorporating age-friendly planning into municipal plans.
- Invited the town to participate in a voluntary survey for residents 50 and older, and to consider hosting a focus group in the fall.

The board thanked Ms. Wendland for her presentation and expressed interest in the information provided.

URMC Mobile Stroke Unit – Presentation

Jason Burgett from the University of Rochester Medical Center presented on the Mobile Stroke Unit (MSU):

- Explained the concept and importance of the MSU in providing rapid stroke treatment.
- Detailed the equipment and staffing of the on the MSU, including a CT scanner and telemedicine capabilities.
- Discussed the dispatch process and coordination with local ambulance services.
- Highlighted the improved outcomes for patients treated on the MSU compared to traditional hospital treatment.
- Addressed questions about funding, operating costs, and future expansion plans.

The board thanked Mr. Burgett for the informative presentation.

Environmental Conservation Board – Climate Smart Communities – Presentation

Peter Carosa, Chair of the Environmental Conservation Board (ECB), presented on the Climate Smart Communities (CSC) program:

- Explained the background of the CSC program and its benefits to the town.
- Outlined the process for joining the program, including passing a resolution and creating a task force.
- Proposed that the ECB serve as the initial task force, with additional community members added as needed.
- Presented a draft resolution for the board's consideration.

The board discussed the proposal, with members expressing interest but also raising questions about the scope of work and potential impacts. They agreed to review the draft resolution and revisit the topic at the next meeting.

Proposed Local Law – Amend Chapter 138 – EPODs – Establish Public Hearing

(Resolution 25-225)

Mr. Rosiek moved to establish a public hearing on a proposed local law to "Amend the Town of Mendon Environmental Protection Overlay District Legislation to Address EPOD #5" for August 11, 2025, at 7:00 PM at Mendon Town Hall. The motion was seconded by Mr. Merzke.

Mr. Rosiek explained that the proposed changes would delineate boundaries more clearly and solidify the Historic Preservation Commission's jurisdiction to review and comment on structures listed on the National Register of Historic Places.

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

Zoning Board of Appeals – Appointment

(Resolution 25-226)

Mrs. Roberts moved to appoint Jeffrey Johnston to the Zoning Board of Appeals, for a term to expire December 31, 2029. The motion was seconded by Mr. Rosiek.

The board confirmed that Mr. Johnston is a resident of Mendon.

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

Human Resources Specialist – Appointment

(Resolution 25-227)

Mr. Merzke moved to appoint Karen Marchese to the position of Human Resources Specialist at a rate of \$125.00 per hour to be paid from account A1010.1. Term to expire December 31, 2025. The motion was seconded by Mrs. Roberts.

Karen Marchese (appearing via ZOOM) introduced herself and outlined her expertise in human resources and civil service matters. The board discussed the scope of her role, including reviewing personnel policies, updating application processes, and handling HR-related issues. It was agreed that a written contract would be beneficial, which attorney Brian Marianetti offered to draft.

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

Driesbach Park Improvements

(Resolution 25-228)

Mr. Rosiek moved to approve work on the rectangular fields at Driesbach Park at a cost of \$5,800.00 per day, total not to exceed \$30,000, from account A1620.4, with corresponding transfer from Reserve Fund NY-01-1255-0001 Parks Reserves. The motion was seconded by Mrs. Roberts.

The board discussed the timing of the work, noting that it needed to be done after the soccer season ends but before winter to ensure the fields would be ready for use in 2027.

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

NYSDEC – MS4 Mapping Grant – Authorization to Apply

(Resolution 25-229)

Mr. Merzke moved to authorize the Supervisor to complete and submit a Nonpoint Source MS4 Mapping Grant to the NYSDEC to complete comprehensive stormwater system maps. The motion was seconded by Mrs. Roberts.

The board noted that this grant application aligns with recent concerns about stormwater management in the town.

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

NYSDOT – Municipal Snow and Ice Supplemental Agreement

(Resolution 25-230)

Mr. Merzke moved to authorize the Supervisor to execute Supplemental Agreement No. 2 to the Municipal Snow and Ice Agreement with the NYSDOT, amending the estimated expenditure for the '24/'25 season by adding \$119,512.77 due to exceeding the estimated expenditure for the above-mentioned season. The motion was seconded by Board Member Kim Roberts.

Supervisor Moffitt clarified that this agreement represents revenue for the town, not an expense, as the reimbursement for work already completed.

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

SDL – Software Proposal

(Resolution 25-231)

The board discussed a proposal from SDL for new software for the town offices. Town Clerk Michelle Booth explained the benefits of the system, including improved efficiency, online payment capabilities, and integration across departments. After discussion, the board agreed to proceed with the contract.

Mr. Merzke moved to proceed with the contract agreement with SDL for services to the Town of Mendon. The motion was seconded by Mr. Rosiek.

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

Accident Settlement

(Resolution 25-232)

Mr. Rosiek moved to authorize a settlement with Jared Bhaskaran in the amount of \$1,414.78, to be paid from account DA5130.4, for damages to an automobile as a result of Highway work. The motion was seconded by Mr. Merzke.

Supervisor Moffitt explained the circumstances of the incident, which occurred about a year ago, and the reasons for the delay in addressing the claim. The board agreed that settling the claim was the responsible course of action.

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

Former Critic's Property – Discussion

Supervisor Moffitt presented a proposal from the Village of Honeoye Falls regarding the former Critic's property, which now belongs to the village. The village has requested that the town take ownership of a 10.5-foot section of the property that includes a sidewalk, light poles, and a retaining wall, which the town currently has an easement for.

The board discussed potential concerns, including:

- The width of the proposed section and whether it would be sufficient for maintaining the retaining wall
- The need for additional easements or access rights
- Potential impacts on future development of the property

The board agreed to gather more information and continue discussions on this matter.

United States of America – 250th Birthday Celebration 2026 – Discussion

Supervisor Moffitt introduced a discussion about potential celebrations for the United States' 250th birthday on July 4, 2026. The board discussed:

- The possibility of organizing a town event
- Potential collaboration with the Village of Honeoye Falls
- The need to start planning soon due to competition for resources
- Historical precedent from the 1976 bicentennial celebration
- Concerns about many residents traditionally leaving town for the holiday

The board agreed to continue exploring options and to reach out to the Village of Honeoye Falls to discuss potential collaboration.

Public Comment

Gary Loope (21 Semmel Rd) raised several points:

- Questioned the use of the library entrance by a potential buyer of the former Critic's property
- Expressed concern about the lack of a maximum hour limit for the newly hired HR specialist
- Commented on the recent closure of the water park during hot days
- Inquired about the addition of new soccer fields
- Praised the stroke unit presentation but expressed concern about the potential costs of some initiatives

Mike Burke (23 Locust St) inquired about whether the town had the functional requirements specification for the software project.

Adjournment

(Resolution 25-233)

Ms. Roberts made a motion to adjourn the meeting at 9:29PM. Mr. Merzke seconded the motion.

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

Draft