

**TOWN OF MENDON**  
**Town Board Agenda – Tentative**  
**Monday, October 20, 2025 – 7:00PM**  
**Mendon Town Hall**  
**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 Adjustments
10. Abstract of Audited Vouchers
11. Public Hearing – Capital Improvement Program
12. Capital Improvement Program – Adoption
13. Public Hearing – Fire Protection District Contract
14. Fire Protection District Contract – Adoption
15. Public Hearing – 2026 Preliminary Budget
16. 2026 Final Town Budget – Adoption
17. Security Camera Policy – Adoption
18. 2025 284 Agreement – Reconciliation
19. PERMA – Grant Acceptance
20. Library Transfer
21. Town Code e360 Subscription Upgrade
22. Dog Control Officer – Conference Attendance
23. MS4 Stormwater Conference – Attendance
24. Monroe County Department of Planning & Development Training – Attendance
25. Postage Meter – Renewal of Lease
26. Veterans Day Luncheon
27. Mendon Green Sewer District Dedication
28. Special Town Board Meeting – Establish
29. Climate Smart Communities Task Force – Meeting Schedule
30. National Friends of Libraries Week
31. Public Comment
32. Executive Session – Personnel
33. Adjournment

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**TENTATIVE LIST OF POSSIBLE RESOLUTIONS TO BE CONSIDERED AT THE:  
October 20, 2025, Regular Meeting**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. AGENDA**

**(Resolution 25-\_\_)**

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

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

**4. PUBLIC COMMENT**

**5. COMMUNICATIONS**

**Town Clerk**

**Highway Superintendent**

**Town Board**

**Supervisor**

**6. SUPERVISOR'S MONTHLY REPORT**

**(Resolution 25-\_\_)**

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to acknowledge receipt of the Supervisor's Monthly Report for September 2025.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

**7. TOWN CLERK'S MONTHLY REPORT**

**(Resolution 25-\_\_)**

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to acknowledge receipt of the Town Clerk's Monthly Report for September 2025, showing receipts and disbursements in the amount of \$15,832.11.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

**8. MINUTES**

**(Resolution 25-\_\_)**

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to approve the minutes of the regular meeting held on September 22, 2025, as presented/amended.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

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## 9. BUDGET ADJUSTMENTS

### **(Resolution 25-\_\_)**

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

From: A1620.401	Soccer Fields	\$10,000
To: A1620.4	B&G	\$10,000
From: A1670.4	Printing & Mail	\$5,000
To: A1620.4	B&G	\$5,000
From: A3310.4	Traffic Control	\$500.00
To: A3510.4	Dog Control Contractual	\$500.00
From: A5010.4	Sup of Highway-Cont	\$1,000
To: A5020.4	Safety Supplies	\$1,000
From: DB5110.4	General Repairs	\$10,000
To: DB3310.4	Signs Contractual	\$10,000

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

## 10. VOUCHERS

### **General Abstract A**

#### **(Resolution 25-\_\_)**

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve all claims on vouchers numbered 25-494 to 25-499, on General Abstract 25-10A, in the amount of \$4,351.96.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

### **General Abstract B**

#### **(Resolution 25-\_\_)**

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve all claims on vouchers numbered 25-500 to 25-546, on General Abstract 25-10B, in the amount of \$73,306.17.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

### **Highway Abstract**

#### **(Resolution 25-\_\_)**

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve all claims on vouchers numbered 25-311 to 25-328, on Highway Abstract 25-10, in the amount of \$27,768.10.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

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**Library Abstract A**

Library vouchers numbered 25-151 to 25-155, on Library Abstract 25-10A, in the amount of \$1,420.05, were presented to the Town Board for payment.

**Library Abstract B**

Library vouchers numbered 25-156 to 25-173, on Library Abstract 25-10B, in the amount of \$8,753.55, were presented to the Town Board for payment.

**11. PUBLIC HEARING – CAPITAL IMPROVEMENT PROGRAM**

*Supervisor Moffitt continued the open public hearing at \_\_\_\_\_ PM.*

The public hearing was held to consider the Capital Improvement Program.

**Public Comment*****(Resolution 25-\_\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to close the public hearing at \_\_\_\_\_ PM.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

**12. CAPITAL IMPROVEMENT PROGRAM – ADOPTION*****(Resolution 25-\_\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to adopt the Capital Improvement Program as presented.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

**13. PUBLIC HEARING – FIRE PROTECTION DISTRICT CONTRACT**

*Supervisor Moffitt continued the open public hearing at \_\_\_\_\_ PM.*

The public hearing was held to consider the 2026 Fire Protection Contract for the Mendon Fire Protection District #1 with the Village of Honeoye Falls for the amount of \$265,007.00.

**Public Comment*****(Resolution 25-\_\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to close the public hearing at \_\_\_\_\_ PM.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

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#### **14. FIRE PROTECTION DISTRICT CONTRACT – ADOPTION**

***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to adopt the Fire Protection District Contract as presented.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

#### **15. PUBLIC HEARING – 2026 PRELIMINARY BUDGET**

*Supervisor Moffitt continued the open public hearing at \_\_\_\_\_PM.*

The public hearing was held to consider the 2026 Preliminary Budget.

#### **Public Comment**

***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to close the public hearing at \_\_\_\_\_PM.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

#### **16. 2026 FINAL TOWN BUDGET – ADOPTION**

***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to adopt the 2026 Final Budget as presented.

The elected officials salaries are as follows:

Town Supervisor	\$83,017.00
Town Board Member (4)	\$10,740.50
Town Justice (2)	\$23,102.00
Town Highway Superintendent	\$88,348.00
Town Clerk	\$80,496.00

A copy of the 2026 Final Town Budget will be available for public inspection during regular business hours in the Mendon Town Clerk's Office and online at [www.townofmendon.org](http://www.townofmendon.org).

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

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## 17. SECURITY CAMERA POLICY – ADOPTION

### **(Resolution 25-\_\_\_)**

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to adopt the following as the Town of Mendon Security Camera Policy:

#### TOWN OF MENDON SECURITY CAMERA POLICY

##### I. PURPOSE

The purpose of this policy is to regulate the use of security cameras to protect the legal and privacy interests of the Town of Mendon, the community at large and Town employees while concurrently assisting in the protection of safety in and property of municipal buildings owned by the Town.

The primary use of security cameras will be to record images for future identification, investigation, and possible prosecution related to illegal and/or criminal activity and actions.

##### II. GENERAL POLICY

The Town of Mendon is committed to establishing and maintaining a workplace that is secure and safe for employees, Town officials and the community at large.

To enhance this commitment, the Town may install and utilize security cameras. The cameras will be used in a professional, ethical, and legal manner consistent with all existing Town policies, as well as State and Federal laws. Camera use will be limited to situations that do not violate the reasonable expectation of privacy as defined by law.

##### III. POLICY GUIDELINES AND PROCEDURES

A. Security cameras shall only be installed under the authority of the Town Board of Mendon.

B. Placement of cameras shall only be considered for the security and safety of employees and customers, the protection of Town property, or for legally mandated reasons. Cameras shall never be placed in areas where privacy would normally be expected. Camera placement must take into consideration any confidential material that could be visible.

C. Any building where cameras are located upon or in shall have a statement placed conspicuously at each entrance to the building notifying citizens of the presence of video recording equipment.

D. Public display of live video from security cameras is not permitted.

E. In the event of a law enforcement investigation, or in the event of an active claims investigation for insurance purposes, video recordings may be retained as long as necessary in furtherance of any such investigation.

F. When an incident is suspected to have occurred, the Town Supervisor/Deputy Supervisor shall immediately take steps to ensure that any video recording of the incident is preserved pending investigation.

G. When an incident is suspected to have occurred, designated personnel herein may review the images from security camera data. Any suspicion of illegal or criminal activity shall immediately be referred to law enforcement.

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H. Video recordings shall not be copied or removed except in relation to an ongoing investigation. Investigative personnel, Town Supervisor and the Deputy Town Supervisor are authorized to copy and remove video recordings from town security cameras.

I. Video equipment should not be adjusted, removed or shut down by any Town personnel.

J. If service is required notify the Town Clerk and the company will be contacted to come for service.

K. Locations where camera software and other equipment are stored should be within a locked room.

#### IV. VIOLATIONS & PENALTIES

Any person who may violate the terms and conditions of this policy may be subject to disciplinary action, up to and possibly including termination.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

### 18. 2025 284 AGREEMENT RECONCILIATION

#### 19. PERMA GRANTS ACCEPTANCE

##### *(Resolution 25-\_\_)*

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to accept the PERMA Work Zone Safety Grant, consisting of various safety equipment, and the PERMA Remote Learning Center Grant, consisting of a laptop and TV monitor, applied for by the Highway Department and according to the pertinent PERMA Grant Disbursement Agreements.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

#### 20. LIBRARY TRANSFER

##### *(Resolution 25-\_\_)*

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to adopt the following:  
BE IT RESOLVED, that the Town Board of the Town of Mendon hereby authorizes the transfer of \$4,867.14, representing the unspent balance of the 2024 Teen Grant awarded by NYS Assemblymember Lunsford, from the Library Unexpended Fund Balance to L3842 State Aid Grant Line, and

BE IT FURTHER RESOLVED, that the Town Supervisor is authorized to take all necessary actions to effectuate this transfer.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

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## **21. TOWN CODE e360 SUBSCRIPTION UPGRADE**

### ***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to upgrade the Town's e360 code subscription to the eCode API subscription and the creation of an internal key for a secure access for the data merge with the new SDL software. Cost of the key creation is a one-time \$250.00 charge and the subscription service will be an annual cost of \$595.00.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

## **22. DOG CONTROL OFFICER – CONFERENCE ATTENDANCE**

### ***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to authorize the attendance of Kevin Junge at the DCO/ACO Annual Conference, November 12 & 13, in the Town of Guilderland, NY, all necessary and legal expenses to be paid at a cost not to exceed \$500.00 from account A3510.4.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

## **23. MS4 STORMWATER CONFERENCE – ATTENDANCE**

### ***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to approve the attendance of Code Enforcement Officer Cory Gates and Stormwater Coordinator Craig Osterling at the Ontario - Wayne Stormwater Coalition's 2025 Stormwater Conference on November 5, 2025. 2024. The cost of the conference is \$100.00 each (\$200.00), to be paid from account B3620.4.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

## **24. MONROE COUNTY DEPARTMENT OF PLANNING & DEVELOPMENT TRAINING – ATTENDANCE**

### ***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to approve the attendance of Planning Board Member Danielle Liberatore and Environmental Conservation Board Member Timothy Engstrom, Monroe County Department of Planning & Development Training at Monroe Community College, Monday, October 21st, from 4:00-8:30PM. The cost of the seminar is \$50.00 per member (\$100.00) to be paid from account B8020.4.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

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## **25. POSTAGE METER – RENEWAL OF LEASE**

### ***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to renew the postage meter lease with Quadient for 60 months at a cost of \$207.72 per month. Lease includes equipment maintenance, Quadient Postage Funding "download postage now, pay later" App, Postal Rates App, shipping, installation, training, and customer satisfaction guarantee. Pricing from Sourcewell Contract #011322-QDT.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

## **26. VETERANS DAY LUNCHEON**

### ***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to approve the Veterans Day Luncheon to be held on Tuesday, November 11, 2025, at the Town of Mendon Falls Post #664 Community Center, 167 North Main Street Honeoye Falls, immediately after the Veterans Day Ceremony in Honeoye Falls. The cost shall not exceed \$5,000.00, to be paid from account B7550.4. All veterans and their families are invited to attend.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

## **27. MENDON GREEN SEWER DISTRICT DEDICATION**

## **28. SPECIAL TOWN BOARD MEETING – ESTABLISH**

### ***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to hold a Special Meeting 7:00PM, Monday, December 29, 2025, for the purpose of paying end of the year bills and any other business that may come before the Board.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

## **29. CLIMATE SMART COMMUNITIES TASK FORCE – MEETING SCHEDULE**

### ***(Resolution 25-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to approve the following meeting schedule of the Climate Smart Communities (CSC) Task Force for the remainder of the calendar year: Tuesday, November 18th at 7:00PM at Mendon Town Hall and Tuesday, December 16th at 7:00PM at Mendon Town Hall.

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

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### **30. FRIENDS OF LIBRARIES WEEK**

#### ***(Resolution 25-\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to adopt the following:  
 WHEREAS, The Friends of Mendon Public Library raise money that enables the library to move from good to great - providing the resources for additional programming, special enhancements, and support for children’s summer reading, and  
 WHEREAS, the work of the Friends highlights on the fact that our library is a cornerstone of the community providing opportunities for all to engage in the joy of life-long learning and connect with the thoughts and ideas of others from ages past to the present, and  
 WHEREAS, the Friends understand the critical importance of well-funded libraries and advocate to ensure that our library gets the resources it needs to provide a wide variety of services to all ages including access to print and electronic materials, along with expert assistance in research, readers’ advisory, and children’s services, and  
 WHEREAS, the Friends’ gift of their time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community.  
 NOW, THEREFORE, BE IT RESOLVED, that the Mendon Town Board proclaims October 19-25, 2025, as “Friends of Libraries Week” in the Town, and urges everyone to join the Friends of the Library and thank them for all they do to make our library and community so much better.  
 Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

### **31. PUBLIC COMMENT**

### **32. EXECUTIVE SESSION – PERSONNEL**

#### ***(Resolution 25-\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to enter into executive session for the purpose of discussing personnel matters of a particular employee at \_\_\_\_\_ PM.  
 Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

#### ***(Resolution 25-\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to exit executive session at \_\_\_\_\_ PM.

### **33. ADJOURNMENT**

#### ***(Resolution 25-\_\_)***

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

Adopted/Defeated: Mrs. Carroll, Aye/Nay; Mr. Merzke, Aye/Nay; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

*Numbers correspond with Tentative Agenda.*

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**MONTHLY REPORT OF THE SUPERVISOR**

Dated: **10/7/2025**

**TO THE TOWN BOARD OF THE TOWN OF MENDON:**

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of September, 2025:

		Supervisor			
		Balance 8/31/2025	Increases	Decreases	Balance 9/30/2025
<b>A GENERAL FUND - TOWNWIDE</b>					
A200	GENERAL CHECKING	5,626.51	91,230.17	53,078.17	43,778.51
A201	CHECKING - M&T - A	142,470.06	36,557.40	114,222.64	64,804.82
A202	NYCLASS - A	827,375.01	2,762.00	0.00	830,137.01
A204	CNB - A	828,061.59	38,297.19	0.00	866,358.78
A210	PETTY CASH	350.00	0.00	0.00	350.00
	TOTAL	1,803,883.17	168,846.76	167,300.81	1,805,429.12
<b>B TOWN OUTSIDE VILLAGE</b>					
B200	GENERAL CHECKING	0.00	40,475.32	40,475.32	0.00
B201	CHECKING - M&T - B	626,264.62	11,414.62	54,182.55	583,496.69
B202	NYCLASS - B	1,407,753.49	4,699.41	0.00	1,412,452.90
	TOTAL	2,034,018.11	56,589.35	94,657.87	1,995,949.59
<b>DA HIGHWAY TOWNWIDE</b>					
DA200	GENERAL CHECKING	0.00	10,735.39	10,735.39	0.00
DA201	CHECKING - M&T - DA	(142,815.77)	73,455.00	45,818.83	(115,179.60)
DA202	NYCLASS - DA	489,056.02	1,632.58	0.00	490,688.60
DA204	CNB - DA	366,675.53	43.36	0.00	366,718.89
	TOTAL	712,915.78	85,866.33	56,554.22	742,227.89
<b>DB HIGHWAY OUTSIDE VILLAGE</b>					
DB200	GENERAL CHECKING	0.00	142,116.39	142,116.39	0.00
DB201	CHECKING - M&T - DB	1,002,594.75	1,385.78	164,214.96	839,765.57
DB202	NYCLASS - DB	534,671.53	1,784.85	0.00	536,456.38
DB204	CNB - DB	525,742.60	100,059.61	0.00	625,802.21
	TOTAL	2,063,008.88	245,346.63	306,331.35	2,002,024.16
<b>H CAPITAL PROJECTS</b>					
		0.00	0.00	0.00	0.00
	TOTAL	0.00	0.00	0.00	0.00
<b>L LIBRARY</b>					
L200	GENERAL CHECKING	0.00	5,783.08	5,783.08	0.00
L201	CHECKING - M&T - L	67,297.01	481.25	25,789.66	41,988.60
L202	NYCLASS - L	15,846.75	52.89	0.00	15,899.64
L204	CNB - L	156,118.22	0.00	0.00	156,118.22
L210	PETTY CASH	50.00	0.00	0.00	50.00
	TOTAL	239,311.98	6,317.22	31,572.74	214,056.46

		Balance			Balance
		8/31/2025	Increases	Decreases	9/30/2025
<b>SF FIRE DISTRICTS</b>					
SF201	CHECKING - M&T - SF	1.97	0.00	0.00	1.97
	TOTAL	1.97	0.00	0.00	1.97
<b>SL LIGHTING DISTRICTS</b>					
SL201	CHECKING - M&T - SL	23,415.48	32.36	26.59	23,421.25
	TOTAL	23,415.48	32.36	26.59	23,421.25
<b>SW WATER DISTRICTS</b>					
SW201	CHECKING - M&T - SW	64,451.55	89.07	0.00	64,540.62
	TOTAL	64,451.55	89.07	0.00	64,540.62
<b>TA TRUST &amp; AGENCY</b>					
TA200	AGENCY CHECKING	14,493.51	148,121.28	144,909.76	17,705.03
TA204	CNB - AGENCY	19,611.72	0.86	0.00	19,612.58
	TOTAL	34,105.23	148,122.14	144,909.76	37,317.61
<b>V DEBT SERVICE</b>					
		0.00	0.00	0.00	0.00
	TOTAL	0.00	0.00	0.00	0.00
<b>TOTAL ALL FUNDS</b>		6,975,112.15	711,209.86	801,353.34	6,884,968.67

# TOWN CLERK'S MONTHLY REPORT

TOWN OF MENDON, NEW YORK

SEPTEMBER, 2025

TO THE SUPERVISOR:

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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:

<b>A1255</b>				
	<u>17</u>	DECALS	<u>229.77</u>	
	<u>4</u>	MARRIAGE LICENSES NO. 25027 TO 25030	<u>70.00</u>	
	<u>6</u>	MARRIAGE TRANSCRIPT	<u>60.00</u>	
	<u>1</u>	ONEDAY OFFICIANT LICENSE	<u>25.00</u>	
		<b>TOTAL TOWN CLERK FEES</b>		<b>384.77</b>
<hr/>				
<b>A2408</b>				
	<u>2</u>	COMMUNITY CENTER USAGE	<u>250.00</u>	
	<u>1</u>	RETAINED CC DEPOSIT	<u>100.00</u>	
		<b>TOTAL A2408</b>		<b>350.00</b>
<hr/>				
<b>A2544</b>				
	<u>22</u>	DOG LICENSES	<u>117.00</u>	
		<b>TOTAL A2544</b>		<b>117.00</b>
<hr/>				
<b>A2655</b>				
	<u>1</u>	HAMLET SIGN PRINT	<u>5.00</u>	
		<b>TOTAL A2655</b>		<b>5.00</b>
<hr/>				
<b>A2705</b>				
	<u>4</u>	EMPLOYEE CLOTHING	<u>38.00</u>	
		<b>TOTAL A2705</b>		<b>38.00</b>
<hr/>				
<b>A690</b>				
	<u>2</u>	JUSTICE COURT FUND	<u>627.00</u>	
		<b>TOTAL A690</b>		<b>627.00</b>
<hr/>				
<b>B2110</b>				
	<u>3</u>	ZBA AREA VARIANCE	<u>750.00</u>	
	<u>3</u>	ZBA PUBLIC HEARING	<u>300.00</u>	
		<b>TOTAL B2110</b>		<b>1,050.00</b>
<hr/>				
<b>B2115</b>				
	<u>1</u>	P B PUBLIC HEARING	<u>100.00</u>	
	<u>1</u>	P B APP SUB <5	<u>150.00</u>	
	<u>1</u>	P B APP PER LOT	<u>50.00</u>	
		<b>TOTAL B2115</b>		<b>300.00</b>
<hr/>				
<b>B2555</b>				
	<u>22</u>	BUILDING PERMIT	<u>4,744.20</u>	
		<b>TOTAL B2555</b>		<b>4,744.20</b>
<hr/>				
<b>B2590</b>				
	<u>1</u>	DRIVEWAY PERMIT	<u>175.00</u>	
	<u>5</u>	BURN PERMIT	<u>125.00</u>	
		<b>TOTAL B2590</b>		<b>300.00</b>

# TOWN CLERK'S MONTHLY REPORT

SEPTEMBER, 2025

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<b>B2771</b>				
	<u>1</u>	MURDER AND MAYHEM	<u>20.00</u>	
	<u>1</u>	FROM FORESTS TO FARMING	<u>10.00</u>	
	<u>1</u>	RAILS TO TRAILS	<u>20.00</u>	
	<u>1</u>	TRAILS WESTWARD TO MENDN	<u>10.00</u>	
		<b>TOTAL B2771</b>		<b>60.00</b>
<b>B688</b>				
	<u>3</u>	ENGINEERING FEE	<u>2,527.20</u>	
		<b>TOTAL B688</b>		<b>2,527.20</b>
<b>DA2306</b>				
	<u>1</u>	MFD FUEL USAGE	<u>347.70</u>	
		<b>TOTAL DA2306</b>		<b>347.70</b>
<b>T20</b>				
	<u>4</u>	MEDICAL/DENTAL	<u>268.01</u>	
		<b>TOTAL T20</b>		<b>268.01</b>

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**TOWN CLERK'S MONTHLY REPORT**

SEPTEMBER, 2025

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**DISBURSEMENTS**

PAID TO SUPERVISOR FOR GENERAL FUND	1,521.77
PAID TO SUPERVISOR FOR PART TOWN FUND	8,981.40
PAID TO SUPERVISOR FOR FUEL	347.70
PAID TO SUPERVISOR FOR CONSTRUCTION FEES	268.01
PAID TO NYS DEC FOR DECALS	4,599.23
PAID TO NYS ANIMAL POPULATION CONTROL FUND	24.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	90.00
<b>TOTAL DISBURSEMENTS</b>	<b>15,832.11</b>

OCTOBER 2, 2025

\_\_\_\_\_, SUPERVISOR  
JOHN D. MOFFITT

**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

\_\_\_\_\_  
Town Clerk

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

\_\_\_\_\_  
Notary Public

**TOWN OF MENDON**  
**Cash Book Transactions**

10/02/25  
11:46:17

For the period 09/01/25 through 09/30/25

Total: \$15,832.11

Deposited:

Date	Name	Description	DEC	DL	ML	GCL	Other
09/02/25	BUSHNELL, KATHRYN	0000065/FS RENEWAL 0008333		6.00			
09/02/25	DERUYSCHER, TIMOTHY A	0000073/FS RENEWAL 0008332		6.00			
09/02/25	SULIMOWICZ, KAREN E	0000621/MN Dead					
09/02/25	KUEBEL, ANN	0000975/FU RENEWAL 0008331		15.00			
09/02/25	HAMMER, NANCY	0001236/MN ORIGINAL		6.00			
09/02/25	SAMSON, TROY	BUILDING PERMIT 9068R- 104 HNTTN HGTS- P					100.00
09/02/25	MANCINE, JOHN	MARRIAGE TRANSCRIPT COPIES MAGGIULLI 4 D					20.00
09/02/25	VANMAAREN-LEWIS	MARRIAGE TRANSCRIPT COPY FOR HERITAGE					10.00
09/02/25	SHERMAN, ROBERT	MEDICAL/DENTAL SEPT 2025 DENTAL					78.17
09/03/25	COOK, DAVID	BUILDING PERMIT 9299- 3 HRNGHM DR- EV CH					40.00
09/03/25	TIBERIO, JOSEPH	BUILDING PERMIT 9300- 535 PARRISH- ADDIT					362.80
09/03/25	DONAHUE, TIM AND SUSAN	BUILDING PERMIT 9301- 10 KNGBRDRG- GARAG					50.00
09/03/25	HOFFMAN, CHRISTIAN	ONEDAY OFFICIANT LICENSE ROOT/PAROBK					25.00
09/04/25	DVORAK, AMY	0001237/FS ORIGINAL		6.00			
09/04/25	DONALDSON, SCOTT	BUILDING PERMIT 9052R- 50 LANNING RD- PO					50.00
09/04/25	GRABIANUSKI, KATE	BUILDING PERMIT 9302- 35 VICT MENDN- FEN					50.00
09/04/25	DECALS	DECALS DAILY TOTAL	224.00				
09/04/25	OSOVSKI SUBDIVISION	P B APP PER LOT RUSH MENDON RD					50.00
09/04/25	OSOVSKI SUBDIVISION	P B APP SUB <5 2 LOTS - RUSH MENDON RD					150.00
09/05/25	DECALS	DECALS DAILY TOTAL	278.00				
09/05/25	REIFECK, PHILLIP	MURDER AND MAYHEM BOOK PURCHASE					20.00
09/08/25	FERRERI, HEIDI	0000729/FS RENEWAL 0008337		6.00			
09/08/25	FERRERI, HEIDI	0000833/MN RENEWAL 0008338		6.00			
09/08/25	BUSHNELL, LORI	0000971/MN RENEWAL 0008334		6.00			
09/08/25	KUMM CHRISTINE	0001048/MN RENEWAL 0008335		6.00			
09/08/25	KUMM CHRISTINE	0001049/MN RENEWAL 0008336		6.00			
09/08/25	BOSTWICK, MICHAEL	BUILDING PERMIT 9303- 5 TROUT CRK RN- FE					50.00
09/08/25	GEIGER, DENNIS	BURN PERMIT 1048 PITS MND RD - WOOD- 8X1					25.00
09/08/25	DECALS	DECALS DAILY TOTAL	117.00				
09/08/25	MCWA	DRIVEWAY PERMIT 10 TOPSPIN DR LOT 1					175.00
09/09/25	CHURCH, MARY	0000548/FS Gone					
09/09/25	GELB, NORA	0000554/MN RENEWAL 0008339		6.00			
09/09/25	CHURCH, MARY	0000843/MN Gone					
09/09/25	KRAMER, MATT	0001052/MN RENEWAL 0008340		6.00			
09/09/25	CHURCH, MARY & STEVE	0001095/MN Gone					
09/09/25	CHURCH, MARY	0001186/MN Gone					
09/09/25	MITTEN, PAULA	BUILDING PERMIT 9304- 3755 CLOVER- SFD					947.40
09/09/25	SEKAR, ARJUN	BUILDING PERMIT 9305- 15 MNDN GRN- FENCE					50.00
09/09/25	DECALS	DECALS DAILY TOTAL	229.00				
09/11/25	MANNIGAN, BELINDA	0001054/FS RENEWAL 0008341		6.00			
09/11/25	GASSER, LISA	BUILDING PERMIT 9048R- 423 CHS FCTRY- PO					50.00
09/11/25	DECALS	DECALS DAILY TOTAL	301.00				
09/11/25	JUNGE, KEVIN	EMPLOYEE CLOTHING SPRING 2025 CLOTHING					5.00
09/11/25	CARA BRIGGS	JUSTICE COURT FUND AUGUST 2025					567.00
09/11/25	COATES, KATHERINE	TRAILS WESTWARD TO MENDN BOOK					10.00
09/12/25	HENRY, SUE	0000117/MN Dead					
09/12/25	HENRY, SUE	0000447/MN RENEWAL 0008346		6.00			
09/12/25	DACK, RUSSELL	0000806/MN RENEWAL 0008342		6.00			

Date	Name	Description	DEC	DL	ML	GCL	Other
09/12/25	ALLEN, VICKI	0001035/FS RENEWAL 0008343		6.00			
09/12/25	ALLEN, VICKI	0001036/MN RENEWAL 0008344		6.00			
09/12/25	ALLEN, VICKI	0001037/MN RENEWAL 0008345		6.00			
09/12/25	HENRY DEANNA S	3795607/FS Dead					
09/12/25	WHITAKER, JANET	BURN PERMIT 3248 RUSH MENDON- BRUSH					25.00
09/12/25	COATES, JAMES	COMMUNITY CENTER USAGE COMCEN 10/4/25					150.00
09/12/25	DECALS	DECALS DAILY TOTAL	221.00				
09/12/25	MAXON, STEPHEN	JUSTICE COURT FUND AUGUST 2025					60.00
09/12/25	VOORHEES, TOM AND TAMMY	MEDICAL/DENTAL SEPT 2025 DENTAL					78.17
09/12/25	COATES, JAMES	RETAINED CC DEPOSIT COM CEN 10/4/25 DEPO					100.00
09/15/25	SERVER, ADAM	BUILDING PERMIT 9306- 98 BOUGHTON- FENCE					50.00
09/15/25	MITTEN, PAULA	BUILDING PERMIT 9307- 3753 CLOVER LOT 2-					894.00
09/15/25	EVANIUCK, SANDY	BUILDING PERMIT 9308- 206 SIBLEY- SN RM					100.00
09/15/25	DECALS	DECALS DAILY TOTAL	266.00				
09/15/25	MENDON FIRE DISTRICT	MFD FUEL USAGE AUGUST 2025 FUEL USAGE					347.70
09/16/25	WALLMAN, LAURA	BUILDING PERMIT 9309- 708 MILES SQUARE -					50.00
09/16/25	SANCHEZ, SUSANA	BUILDING PERMIT 9310- 22 MENDON GRN- DEC					50.00
09/16/25	DECALS	DECALS DAILY TOTAL	209.00				
09/17/25		HAMLET SIGN PRINT POSTER PURCHASE					5.00
09/17/25	GENERAL, CHADD	ZBA AREA VARIANCE 880 CHEESE FACTORY RD					250.00
09/17/25	GENERAL, CHADD	ZBA PUBLIC HEARING 880 CHEESE FACTORY RD					100.00
09/18/25	SWAGLER, ANGELA	0000957/MN RENEWAL 0008347		6.00			
09/18/25	COOK, LAURA	0001238/FS ORIGINAL		6.00			
09/18/25	DECALS	DECALS DAILY TOTAL	30.00				
09/18/25	ANTONELLI	ENGINEERING FEE MENDON GREEN- INV # AD20					877.20
09/18/25	SANCHEZ-MCGUIRE	MARRIAGE LICENSE 25027			40.00		
09/18/25	POCCHIARI-ZEMANEK	MARRIAGE LICENSE 25028			40.00		
09/19/25	DECALS	DECALS DAILY TOTAL	271.00				
09/22/25	SEILS, YVETTE	0001239/MN ORIGINAL		6.00			
09/22/25	DECALS	DECALS DAILY TOTAL	47.00				
09/22/25	CRAIG OSTERLING	EMPLOYEE CLOTHING SPRING 2025 CLOTHING					15.00
09/22/25	JIM LEGRETT	EMPLOYEE CLOTHING SPRING 2025 CLOTHING					5.00
09/23/25	DECALS	DECALS DAILY TOTAL	45.00				
09/23/25	BRUCE FULLERTON	EMPLOYEE CLOTHING SPRING 2025 CLOTHING					13.00
09/23/25	WILSEY-RODDENBERY	MARRIAGE LICENSE 25029			40.00		
09/23/25	LIL, CHUCK	ZBA AREA VARIANCE 1744 W BLOOMFIELD RD					250.00
09/23/25	LIL, CHUCK	ZBA PUBLIC HEARING 1744 W BLOOMFIELD RD					100.00
09/24/25	CLEMONS, DUANE	BURN PERMIT 180 PLAINS RD-BRANCHES-4X6					25.00
09/24/25	DECALS	DECALS DAILY TOTAL	142.00				
09/24/25	VOORHEES, TOM AND TAMMY	MEDICAL/DENTAL OCTOBER 2025 DENTAL					78.17
09/25/25	TORPEY, MICHAEL R	0000547/FS RENEWAL 0008348		6.00			
09/25/25	WILLIAMS, STEVE	BURN PERMIT 1056 CHSE FCTRY- BRUSH- 8X8					25.00
09/25/25	DECALS	DECALS DAILY TOTAL	82.00				
09/25/25	CAWLEY, JOSHUA	ENGINEERING FEE SITE PLAN REVIEW # JC202					150.00
09/25/25	GRIFFIN - LEMPERLE	MARRIAGE TRANSCRIPT FOR REAL ID					10.00
09/26/25	CROWN CASTLE	BUILDING PERMIT 9311- 4692 CLOVER- EQUIP					1,500.00
09/26/25	PHILIPS, ANDREW	BUILDING PERMIT 9312- 722 BOUGHTON- RF M					75.00
09/26/25	DECALS	DECALS DAILY TOTAL	10.00				
09/29/25	MESSINA, DAVID	BUILDING PERMIT 9313- 6 CAROLINA DR- GAZ					50.00
09/29/25	FRANCESCO, GREGORY	BURN PERMIT 7 OLD BROOK TRL- WOOD-10X10X					25.00
09/29/25	MICHAELS, MICHELLE	COMMUNITY CENTER USAGE 6 HOURS 7/11/202					100.00
09/29/25	DECALS	DECALS DAILY TOTAL	1,880.00				
09/29/25	OSOVSKI SUBDIVISION	ENGINEERING FEE 2 LOT INVOICE # DO202504					1,500.00
09/29/25	FALKNER, HILLARY	FROM FORESTS TO FARMING					10.00
09/29/25	MANNIX-BOGNER	MARRIAGE LICENSE 25030			40.00		

Date	Name	Description	DEC	DL	ML	GCL	Other
09/29/25	MAGEE, JOHN	MARRIAGE TRANSCRIPT REAL ID					10.00
09/29/25	JOHNSTON-KAY	MARRIAGE TRANSCRIPT WANTED A COPY					10.00
09/29/25	FLETCHER, MARY	MEDICAL/DENTAL OCTOBER 2025 DENTAL					33.50
09/29/25	OSOVSKI SUBDIVISION	P B PUBLIC HEARING 2 LOT INVOICE # DO202					100.00
09/29/25	EMMI AREA VARIANCE	ZBA AREA VARIANCE 2 PARKVIEW MANOR					250.00
09/29/25	EMMI AREA VARIANCE PH	ZBA PUBLIC HEARING 2 PARKVIEW MANOR					100.00
09/30/25	FOX, MEGHAN	BUILDING PERMIT #9314 DECK 648 CF RD					50.00
09/30/25	PLAIN, RYAN	BUILDING PERMIT #9315 - 4488 CLOVER - BA					75.00
09/30/25	QUALITY HOMES OF ROC	BUILDING PERMIT #9316 4488 CLOVER ST DEC					50.00
09/30/25	SEVERENCE	BUILDING PERMIT #9317 393 MND CTR RD - F					50.00
09/30/25	DECALS	DECALS DAILY TOTAL	477.00				
09/30/25		RAILS TO TRAILS					20.00

<b>Total:</b>	<b>\$15,832.11</b>	4,829.00	141.00	160.00	0.00	10,702.11
<b>Deposit Amount:</b>	<b>\$11,678.71</b>					
<i>Cash:</i>	<i>\$2,725.00</i>					
<i>Checks:</i>	<i>\$8,953.71</i>					
<b>Credit Card Amount:</b>	<b>\$4,153.40</b>					



STATE OF NEW YORK  
**DEPARTMENT OF ENVIRONMENTAL CONSERVATION**  
 625 Broadway, Albany, NY 12233

**Department of  
 Environmental  
 Conservation**

Phone 1-800-962-5622

Invoice 2068-265893

TOWN OF MENDON  
 16 West Main Street, Honeoye Falls, NY 14472

Invoice Period: 09/01/2025 to 09/30/2025

**Product Summary**

Product Name	Sales			Reversals / Voids			Net		
	Quantity	Vendor	State	Quantity	Vendor	State	Total	Vendor	State
Resident Senior Bowhunting	4	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bow/Muzz Either Sex Tag B	53	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Resident Senior Muzzleloading Privilege	4	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bow/Muzz Antlerless Tag	47	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Deer Management Permit LT - Instant	22	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
DMP Deer Tag	200	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Resident Hunting	44	\$53.24	\$914.76	0	\$0.00	\$0.00	\$968.00	\$53.24	\$914.76
Bear Carcass Tag	67	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Reg Season Deer Tag	69	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Resident Bowhunting	35	\$29.05	\$495.95	0	\$0.00	\$0.00	\$525.00	\$29.05	\$495.95
Resident Turkey Permit	27	\$14.85	\$255.15	0	\$0.00	\$0.00	\$270.00	\$14.85	\$255.15
Fall Turkey Tag - Statewide	32	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spring Turkey Tag #1	32	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spring Turkey Tag #2	32	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Deer Management Permit - Instant	59	\$32.45	\$557.55	0	\$0.00	\$0.00	\$590.00	\$32.45	\$557.55
Resident Senior Hunting	17	\$4.76	\$80.24	0	\$0.00	\$0.00	\$85.00	\$4.76	\$80.24
Resident Senior Bowhunting	9	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Resident Senior Muzzleloading Privilege	12	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Resident Senior Fishing	15	\$4.20	\$70.80	0	\$0.00	\$0.00	\$75.00	\$4.20	\$70.80
Deer Management Permit - Instant	13	\$7.15	\$122.85	0	\$0.00	\$0.00	\$130.00	\$7.15	\$122.85
Resident Muzzleloading Privilege	32	\$26.56	\$453.44	0	\$0.00	\$0.00	\$480.00	\$26.56	\$453.44
Resident Fishing	30	\$41.40	\$708.60	0	\$0.00	\$0.00	\$750.00	\$41.40	\$708.60
Resident Bowhunting	2	\$1.66	\$28.34	0	\$0.00	\$0.00	\$30.00	\$1.66	\$28.34
Resident Junior Hunting	3	\$0.84	\$14.16	0	\$0.00	\$0.00	\$15.00	\$0.84	\$14.16
Deer Management Permit - Youth - Instant	3	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Bow/Muzz Either Sex Tag M	5	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Resident Muzzleloading Privilege	2	\$1.66	\$28.34	0	\$0.00	\$0.00	\$30.00	\$1.66	\$28.34
Resident Turkey Permit	1	\$0.55	\$9.45	0	\$0.00	\$0.00	\$10.00	\$0.55	\$9.45
Resident Hunting - Military Disabled	1	\$0.28	\$4.72	0	\$0.00	\$0.00	\$5.00	\$0.28	\$4.72
Resident Bowhunting - Military Disabled	1	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Resident Muzzleloading - Military Disabled	1	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lifetime License (Hunt/Fish/Turkey) 70+	1	\$0.72	\$64.28	0	\$0.00	\$0.00	\$65.00	\$0.72	\$64.28
Lifetime Hard Card	2	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00

Product Name	Sales			Reversals / Voids			Net		
	Quantity	Vendor	State	Quantity	Vendor	State	Total	Vendor	State
Conservationist (Magazine)	1	\$0.66	\$11.34	0	\$0.00	\$0.00	\$12.00	\$0.66	\$11.34
Deer Management Permit - Youth - Instant	2	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Replacement Tag	2	\$1.10	\$18.90	0	\$0.00	\$0.00	\$20.00	\$1.10	\$18.90
Resident Junior Bowhunting	1	\$0.22	\$3.78	0	\$0.00	\$0.00	\$4.00	\$0.22	\$3.78
Bear Tag Youth	1	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lifetime License (Hunt/Fish/Turkey) 16-69	1	\$8.42	\$756.58	0	\$0.00	\$0.00	\$765.00	\$8.42	\$756.58
Print Fee		\$0.00	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>885</b>	<b>\$229.77</b>	<b>\$4,599.23</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,829.00</b>	<b>\$229.77</b>	<b>\$4,599.23</b>

\* Vendor Amount includes Agent commission and print fees collected

**\$4,599.23** Will be swept from your bank account on **10/14/2025**



STATE OF NEW YORK  
**DEPARTMENT OF ENVIRONMENTAL CONSERVATION**  
 625 Broadway, Albany, NY 12233

**Department of  
 Environmental  
 Conservation**

Phone 1-800-962-5622

Invoice 2068-265893

TOWN OF MENDON  
 16 West Main Street, Honeoye Falls, NY 14472

Invoice Period: **09/01/2025** to **09/30/2025**

**Daily Summary**

Date	Sales			Reversals / Voids			Net		
	Quantity	Vendor	State	Quantity	Vendor	State	Total	Vendor	State
09/02/2025	7	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/03/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/04/2025	64	\$12.36	\$211.64	0	\$0.00	\$0.00	\$224.00	\$12.36	\$211.64
09/05/2025	43	\$15.33	\$262.67	0	\$0.00	\$0.00	\$278.00	\$15.33	\$262.67
09/06/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/07/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/08/2025	26	\$6.46	\$110.54	0	\$0.00	\$0.00	\$117.00	\$6.46	\$110.54
09/09/2025	63	\$12.66	\$216.34	0	\$0.00	\$0.00	\$229.00	\$12.66	\$216.34
09/10/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/11/2025	69	\$16.62	\$284.38	0	\$0.00	\$0.00	\$301.00	\$16.62	\$284.38
09/12/2025	39	\$12.18	\$208.82	0	\$0.00	\$0.00	\$221.00	\$12.18	\$208.82
09/13/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/14/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/15/2025	38	\$14.67	\$251.33	0	\$0.00	\$0.00	\$266.00	\$14.67	\$251.33
09/16/2025	27	\$11.53	\$197.47	0	\$0.00	\$0.00	\$209.00	\$11.53	\$197.47
09/17/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/18/2025	7	\$1.66	\$28.34	0	\$0.00	\$0.00	\$30.00	\$1.66	\$28.34
09/19/2025	44	\$14.94	\$256.06	0	\$0.00	\$0.00	\$271.00	\$14.94	\$256.06
09/20/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/21/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/22/2025	21	\$2.60	\$44.40	0	\$0.00	\$0.00	\$47.00	\$2.60	\$44.40
09/23/2025	10	\$2.49	\$42.51	0	\$0.00	\$0.00	\$45.00	\$2.49	\$42.51
09/24/2025	53	\$4.97	\$137.03	0	\$0.00	\$0.00	\$142.00	\$4.97	\$137.03
09/25/2025	26	\$4.52	\$77.48	0	\$0.00	\$0.00	\$82.00	\$4.52	\$77.48
09/26/2025	7	\$0.56	\$9.44	0	\$0.00	\$0.00	\$10.00	\$0.56	\$9.44
09/27/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/28/2025	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
09/29/2025	234	\$69.91	\$1,810.09	0	\$0.00	\$0.00	\$1,880.00	\$69.91	\$1,810.09
09/30/2025	107	\$26.31	\$450.69	0	\$0.00	\$0.00	\$477.00	\$26.31	\$450.69
<b>Totals</b>	<b>885</b>	<b>\$229.77</b>	<b>\$4,599.23</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$4,829.00</b>	<b>\$229.77</b>	<b>\$4,599.23</b>

\* Vendor Amount includes Agent commission and print fees collected

**\$4,599.23** Will be swept from your bank account on **10/14/2025**

**TOWN OF MENDON**

**Detail of Decals Transactions**

For the period 09/01/2025 through 09/30/2025

10/02/2025  
11:38:27

<b>Date</b>	<b>Gross Sales</b>	<b>Commission</b>	<b>Net Sales</b>
09/04/2025	224.00	12.36	211.64
09/05/2025	278.00	15.33	262.67
09/08/2025	117.00	6.46	110.54
09/09/2025	229.00	12.66	216.34
09/11/2025	301.00	16.62	284.38
09/12/2025	221.00	12.18	208.82
09/15/2025	266.00	14.67	251.33
09/16/2025	209.00	11.53	197.47
09/18/2025	30.00	1.66	28.34
09/19/2025	271.00	14.94	256.06
09/22/2025	47.00	2.60	44.40
09/23/2025	45.00	2.49	42.51
09/24/2025	142.00	4.97	137.03
09/25/2025	82.00	4.52	77.48
09/26/2025	10.00	0.56	9.44
09/29/2025	1,880.00	69.91	1,810.09
09/30/2025	477.00	26.31	450.69
<b>Grand Total:</b>	<b>4,829.00</b>	<b>229.77</b>	<b>4,599.23</b>

**TOWN OF MENDON****Detail of Marriage License Transactions**

For the period 09/01/2025 through 09/30/2025

	<b>Id</b>	<b>Date</b>	<b>Groom(Spouse A) &amp; Bride(Spouse B)</b>	<b>Statutory Fee</b>	<b>Local Fee</b>	<b>Total</b>
1.	25027	09/18/2025	SANCHEZ, ALEC HILARIO to MCGUIRE, ELIZABETH DOROTHY	22.50	17.50	40.00
2.	25028	09/18/2025	POCCHIARI, TYLER JAMES to ZEMANEK, CECILIA ELIZABETH	22.50	17.50	40.00
3.	25029	09/23/2025	WILSEY, RYAN JOHN DAVID to RODDENBERY, RACHAEL	22.50	17.50	40.00
4.	25030	09/29/2025	MANNIX, TYLER JOSEPH to BOGNER, BRIANNA SYDNEY	22.50	17.50	40.00
<b>TOTAL SALES:</b>				<b>90.00</b>	<b>70.00</b>	<b>160.00</b>

Month Reported: SEPTEMBER, 2025

County: MONROE

Code: 26

TOWN OF MENDON

Code: 09

Prepared by: Michelle Booth, TOWN CLERK

Date Prepared: OCTOBER 2, 2025

## Dog License Monthly Report

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Original ID Dog Licenses sold	<u>4</u>
Original Purebred License sold	<u>0</u>
Dog License Renewals sold	<u>18</u>
Purebred License Renewals sold	<u>0</u>
<b>Total sold</b>	<b><u>22</u></b>

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### LICENSE TYPES AND FEES COLLECTED

	<u>Quantity</u>	<u>Local Fees</u>	<u>Surcharge Fees</u>
Spayed and Neutered Dogs	<u>21</u>	\$5.00 ea <u>105.00</u>	\$1.00 ea <u>21.00</u>
Unspayed and Unneutered Dogs	<u>1</u>	\$12.00 ea <u>12.00</u>	\$3.00 ea <u>3.00</u>
Exempt - Seeing Eye, War, Police	<u>0</u>	<u>No Fee</u>	<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</u>	<u>0.00</u>	<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</u>	<u>0.00</u>	<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</u>	<u>0.00</u>	<u>0.00</u>
Total licenses sold	<u>22</u>	<u>117.00</u>	<u>24.00</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>

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### DISBURSEMENTS

Paid to Supervisor	<u>\$117.00</u>
Paid to NYS Animal Population Control Program	<u>\$24.00</u>

TOWN OF MENDON

10/02/2025  
11:39:18

**Detail of Dog License Transactions**  
For the period 09/01/2025 through 09/30/2025

Id	Date	License Type	Owner	Local Fee	APCP Surcharge
<b>Original I.D. Dog Licenses Issued:</b>					
1	0001236	09/02/2025	MN HAMMER, NANCY	5.00	1.00
2	0001237	09/04/2025	FS DVORAK, AMY	5.00	1.00
3	0001238	09/18/2025	FS COOK, LAURA	5.00	1.00
4	0001239	09/22/2025	MN SEILS, YVETTE	5.00	1.00
				<b>20.00</b>	<b>4.00</b>
<b>Renewal Licenses and New Owners Issued:</b>					
1	0000975 0008331	09/02/2025	FU KUEBEL, ANN	12.00	3.00
2	0000073 0008332	09/02/2025	FS DERUYSCHER, TIMOTHY	5.00	1.00
3	0000065 0008333	09/02/2025	FS BUSHNELL, KATHRYN	5.00	1.00
4	0000971 0008334	09/08/2025	MN BUSHNELL, LORI	5.00	1.00
5	0001048 0008335	09/08/2025	MN KUMM CHRISTINE	5.00	1.00
6	0001049 0008336	09/08/2025	MN KUMM CHRISTINE	5.00	1.00
7	0000729 0008337	09/08/2025	FS FERRERI, HEIDI	5.00	1.00
8	0000833 0008338	09/08/2025	MN FERRERI, HEIDI	5.00	1.00
9	0000554 0008339	09/09/2025	MN GELB, NORA	5.00	1.00
10	0001052 0008340	09/09/2025	MN KRAMER, MATT	5.00	1.00
11	0001054 0008341	09/11/2025	FS MANNIGAN, BELINDA	5.00	1.00
12	0000806 0008342	09/12/2025	MN DACK, RUSSELL	5.00	1.00
13	0001035 0008343	09/12/2025	FS ALLEN, VICKI	5.00	1.00
14	0001036 0008344	09/12/2025	MN ALLEN, VICKI	5.00	1.00
15	0001037 0008345	09/12/2025	MN ALLEN, VICKI	5.00	1.00
16	0000447 0008346	09/12/2025	MN HENRY, SUE	5.00	1.00
17	0000957 0008347	09/18/2025	MN SWAGLER, ANGELA	5.00	1.00
18	0000547 0008348	09/25/2025	FS TORPEY, MICHAEL R	5.00	1.00
				<b>97.00</b>	<b>20.00</b>
<b>Status Changes:</b>					
1	0000621	09/02/2025	MN SULIMOWICZ, KAREN E	Dead	
2	0000548	09/09/2025	FS CHURCH, MARY	Gone	
3	0000843	09/09/2025	MN CHURCH, MARY	Gone	
4	0001186	09/09/2025	MN CHURCH, MARY	Gone	
5	0001095	09/09/2025	MN CHURCH, MARY & STEVE	Gone	
6	3795607	09/12/2025	FS HENRY DEANNA S	Dead	
7	0000117	09/12/2025	MN HENRY, SUE	Dead	
<b>TOTAL SALES</b>				<b>117.00</b>	<b>24.00</b>

**TOWN OF MENDON****A1010 - A690 Transaction Report**

For the period 09/01/2025 through 09/30/2025

Type	Date	Comment	Name	Quantity	Fee
<b>A1255</b>					
1.MOFF	09/03/2025	ROOT/PAROBEK WEDDING	HOFFMAN, CHRISTIAN	1	25.00
				<b>1</b>	<b>25.00</b>
2.MT	09/25/2025	FOR REAL ID	GRIFFIN - LEMPERLE	1	10.00
3.MT	09/29/2025	WANTED A COPY	JOHNSTON-KAY	1	10.00
4.MT	09/29/2025	REAL ID	MAGEE, JOHN	1	10.00
5.MT	09/02/2025	COPIES MAGGIULLI 4 DUAL CITIZN	MANCINE, JOHN	2	20.00
6.MT	09/02/2025	COPY FOR HERITAGE PURPOSES	VANMAAREN-LEWIS	1	10.00
				<b>6</b>	<b>60.00</b>
<b>A2408</b>					
7.CCDP	09/12/2025	COM CEN 10/4/25 DEPOSIT	COATES, JAMES	1	100.00
				<b>1</b>	<b>100.00</b>
8.COMM	09/12/2025	COMCEN 10/4/25 USAGE 5HR	COATES, JAMES	1	150.00
9.COMM	09/29/2025	6 HOURS 7/11/2026 DEPOSIT	MICHAELS, MICHELLE	1	100.00
				<b>2</b>	<b>250.00</b>
<b>A2655</b>					
10.HSP	09/17/2025	POSTER PURCHASE		1	5.00
				<b>1</b>	<b>5.00</b>
<b>A2705</b>					
11.CLTH	09/23/2025	SPRING 2025 CLOTHING	BRUCE FULLERTON	1	13.00
12.CLTH	09/22/2025	SPRING 2025 CLOTHING	CRAIG OSTERLING	1	15.00
13.CLTH	09/22/2025	SPRING 2025 CLOTHING	JIM LEGRETT	1	5.00
14.CLTH	09/11/2025	SPRING 2025 CLOTHING	JUNGE, KEVIN	1	5.00
				<b>4</b>	<b>38.00</b>
<b>A690</b>					
15.JSTC	09/11/2025	AUGUST 2025	CARA BRIGGS	1	567.00
16.JSTC	09/12/2025	AUGUST 2025	MAXON, STEPHEN	1	60.00
				<b>2</b>	<b>627.00</b>
			<b>Total for A Fund:</b>	<b>17</b>	<b>1,105.00</b>
			<b>Total Sales</b>	<b>17</b>	<b>1,105.00</b>

**TOWN OF MENDON**

**B1900 - B688 Transaction Report**

For the period 09/01/2025 through 09/30/2025

Type	Date	Comment	Name	Quantity	Fee
<b>B2110</b>					
1.ZBAV	09/29/2025	2 PARKVIEW MANOR	EMMI AREA VARIANCE	1	250.00
2.ZBAV	09/17/2025	880 CHEESE FACTORY RD	GENERAL, CHADD	1	250.00
3.ZBAV	09/23/2025	1744 W BLOOMFIELD RD	LIL, CHUCK	1	250.00
				<b>3</b>	<b>750.00</b>
4.ZBPH	09/29/2025	2 PARKVIEW MANOR	EMMI AREA VARIANCE PH	1	100.00
5.ZBPH	09/17/2025	880 CHEESE FACTORY RD	GENERAL, CHADD	1	100.00
6.ZBPH	09/23/2025	1744 W BLOOMFIELD RD	LIL, CHUCK	1	100.00
				<b>3</b>	<b>300.00</b>
<b>B2115</b>					
7.PAPL	09/04/2025	RUSH MENDON RD	OSOVSKI SUBDIVISION	1	50.00
				<b>1</b>	<b>50.00</b>
8.PASL	09/04/2025	2 LOTS - RUSH MENDON RD	OSOVSKI SUBDIVISION	1	150.00
				<b>1</b>	<b>150.00</b>
9.PBPH	09/29/2025	2 LOT INVOICE # DO20250409	OSOVSKI SUBDIVISION	1	100.00
				<b>1</b>	<b>100.00</b>
<b>B2555</b>					
10.BLDG	09/08/2025	9303- 5 TROUT CRK RN- FENCE	BOSTWICK, MICHAEL	1	50.00
11.BLDG	09/03/2025	9299- 3 HRNGHM DR- EV CHARGER	COOK, DAVID	1	40.00
12.BLDG	09/26/2025	9311- 4692 CLOVER- EQUIP RPLCE	CROWN CASTLE	1	1,500.00
13.BLDG	09/03/2025	9301- 10 KNGBRDRG- GARAGE	DONAHUE, TIM AND SUSAN	1	50.00
14.BLDG	09/04/2025	9052R- 50 LANNING RD- POND	DONALDSON, SCOTT	1	50.00
15.BLDG	09/15/2025	9308- 206 SIBLEY- SN RM ADD	EVANIUCK, SANDY	1	100.00
16.BLDG	09/30/2025	#9314 DECK 648 CF RD	FOX, MEGHAN	1	50.00
17.BLDG	09/11/2025	9048R- 423 CHS FCTRY- POOL	GASSER, LISA	1	50.00
18.BLDG	09/04/2025	9302- 35 VICT MENDN- FENCE	GRABIANAUSKI, KATE	1	50.00
19.BLDG	09/29/2025	9313- 6 CAROLINA DR- GAZEBO	MESSINA, DAVID	1	50.00
20.BLDG	09/09/2025	9304- 3755 CLOVER- SFD	MITTEN, PAULA	1	947.40
21.BLDG	09/15/2025	9307- 3753 CLOVER LOT 2- SFD	MITTEN, PAULA	1	894.00
22.BLDG	09/26/2025	9312- 722 BOUGHTON- RF MNT SOL	PHILIPS, ANDREW	1	75.00
23.BLDG	09/30/2025	#9315 - 4488 CLOVER - BARN	PLAIN, RYAN	1	75.00
24.BLDG	09/30/2025	#9316 4488 CLOVER ST DECK	QUALITY HOMES OF ROC	1	50.00
25.BLDG	09/02/2025	9068R- 104 HNTTN HGTS- POLE BN	SAMSON, TROY	1	100.00
26.BLDG	09/16/2025	9310- 22 MENDON GRN- DECK	SANCHEZ, SUSANA	1	50.00
27.BLDG	09/09/2025	9305- 15 MNDN GRN- FENCE	SEKAR, ARJUN	1	50.00
28.BLDG	09/15/2025	9306- 98 BOUGHTON- FENCE	SERVER, ADAM	1	50.00
29.BLDG	09/30/2025	#9317 393 MND CTR RD - FENCE	SEVERENCE	1	50.00
30.BLDG	09/03/2025	9300- 535 PARRISH- ADDITION	TIBERIO, JOSEPH	1	362.80
31.BLDG	09/16/2025	9309- 708 MILES SQUARE - SHED	WALLMAN, LAURA	1	50.00
				<b>22</b>	<b>4,744.20</b>
<b>B2590</b>					
32.BURN	09/24/2025	180 PLAINS RD-BRANCHES-4X6	CLEMONS, DUANE	1	25.00
33.BURN	09/29/2025	7 OLD BROOK TRL- WOOD-10X10X4	FRANCESCO, GREGORY	1	25.00
34.BURN	09/08/2025	1048 PITS MND RD - WOOD- 8X10	GEIGER, DENNIS	1	25.00
35.BURN	09/12/2025	3248 RUSH MENDON- BRUSH	WHITAKER, JANET	1	25.00
36.BURN	09/25/2025	1056 CHSE FCTRY- BRUSH- 8X8	WILLIAMS, STEVE	1	25.00
				<b>5</b>	<b>125.00</b>

Type	Date	Comment	Name	Quantity	Fee
37.DRIV	09/08/2025	10 TOPSPIN DR LOT 1	MCWA	1	175.00
				<b>1</b>	<b>175.00</b>
<b>B2771</b>					
38.FARM	09/29/2025		FALKNER, HILLARY	1	10.00
				<b>1</b>	<b>10.00</b>
39.MRDR	09/05/2025	BOOK PURCHASE	REIFECK, PHILLIP	1	20.00
				<b>1</b>	<b>20.00</b>
40.RALS	09/30/2025			1	20.00
				<b>1</b>	<b>20.00</b>
41.TRLS	09/11/2025	BOOK PURCHASE	COATES, KATHERINE	1	10.00
				<b>1</b>	<b>10.00</b>
<b>B688</b>					
42.ENGF	09/18/2025	MENDON GREEN- INV # AD20250811	ANTONELLI	1	877.20
43.ENGF	09/25/2025	SITE PLAN REVIEW # JC20250912	CAWLEY, JOSHUA	1	150.00
44.ENGF	09/29/2025	2 LOT INVOICE # DO20250409	OSOVSKI SUBDIVISION	1	1,500.00
				<b>3</b>	<b>2,527.20</b>
			<b>Total for B Fund:</b>	<b>44</b>	<b>8,981.40</b>
			<b>Total Sales</b>	<b>44</b>	<b>8,981.40</b>

**TOWN OF MENDON****DA2302 - TA60 Transaction Report**

For the period 09/01/2025 through 09/30/2025

<b>Type</b>	<b>Date</b>	<b>Comment</b>	<b>Name</b>	<b>Quantity</b>	<b>Fee</b>
<b>DA2306</b>					
1.FUEL	09/15/2025	AUGUST 2025 FUEL USAGE	MENDON FIRE DISTRICT	1	347.70
				<b>1</b>	<b>347.70</b>
			<b>Total for DA Fund:</b>	<b>1</b>	<b>347.70</b>
<b>T20</b>					
2.MEDI	09/29/2025	OCTOBER 2025 DENTAL	FLETCHER, MARY	1	33.50
3.MEDI	09/02/2025	SEPT 2025 DENTAL	SHERMAN, ROBERT	1	78.17
4.MEDI	09/12/2025	SEPT 2025 DENTAL	VOORHEES, TOM AND TAMMY	1	78.17
5.MEDI	09/24/2025	OCTOBER 2025 DENTAL	VOORHEES, TOM AND TAMMY	1	78.17
				<b>4</b>	<b>268.01</b>
			<b>Total for T Fund:</b>	<b>4</b>	<b>268.01</b>
			<b>Total Sales</b>	<b>5</b>	<b>615.71</b>

**The Regular Meeting of the Mendon Town Board was held at 7:00 PM, Monday, September 22, 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*, Alyssa Stevenson, *Deputy Town Clerk*, and several others.

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

**AGENDA**  
**(Resolution 25-275)**

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

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

**PUBLIC COMMENT**

Gary Loope, 21 Semmel Rd, inquired about the vouchers being approved later in the meeting. He also asked when appointments would be made to the Climate Smart Communities Task Force.

**COMMUNICATIONS**

**Highway Superintendent, Tom Voorhees**, reported that Mill Road and part of Dalton Road had been paved. He noted that Boughton Hill Road is done. Williams Road was scheduled to be paved the following day, but the weather forecast was not favorable. Brush pickup is scheduled to begin the following Monday, September 29, 2026. All of the existing brush at the highway garage is in the process of being ground down and removed to make more room. Concrete gutters for Plain Road are scheduled for the first week of October.

**Town Engineer, Tom Fromberger**, provided updates from the Department of Transportation (DOT), noting they could close the road if desired, or use cones and barriers at the end of Stoney Lonesome Rd. He reported they were on their fourth revision to Assembly Drive, with discussions involving various improvements including road work, sidewalk repairs, piping, and catch basins. He presented a form for the supervisor's signature regarding the Victor Mendon Road retaining walls, which would assign ownership to the town. He mentioned that railing work previously discussed would likely be scheduled for spring construction rather than fall due to contractor availability and weather concerns.

## **Town Board**

**Brent Rosiek** reported on the recent MCBA meeting, noting that the Mendon Festival was successful with performances by Peggy Dance Studio, Dunleavy Irish Dance, and Honeoye Falls cheerleaders. He mentioned the upcoming Holidays in the Hamlet event and reminded them about the schedule for any possible town sponsorships. He also reported that the Planning Board had conditionally approved the application by Crosby's gas station after reviewing the three canopy options. The Planning Board also considered a three-lot subdivision on Road near Chamberlain, but required additional information before approval. Mr. Rosiek also addressed concerns about the ambulance and emergency services discussion from the previous month, stating that while he supports strong emergency services, he has concerns about the current funding formula.

**Kimberly Roberts** congratulated the highway department for receiving a work zone safety grant for safety equipment. She noted she would be unable to attend the upcoming ZBA meeting and would be out of town from October 8-12.

**James Merzke** reported that the legionnaires had a meeting, but he was unable to attend.

**Supervisor John Moffitt** reported that Boughton Hill Road and Route 64 would become a four-way stop, with eventual plans to convert it to a traffic circle. Regarding the youth center, he mentioned three inquiries about the job with two people returning, but noted they needed four people to adequately staff it. He did not feel comfortable opening the center without proper staffing. The supervisor also reported that he had drafted a letter to the mayor regarding the ambulance contract, incorporating language about insurance, indemnification, and hold harmless provisions. He attended the Monroe County supervisors meeting, noting that several towns in the county were facing budget pressures and some expected to exceed the tax cap. He also reported that the town's fiscal score from New York State indicated they were not facing any fiscal issues.

## **SUPERVISOR'S MONTHLY REPORT**

### ***(Resolution 25-276)***

A motion was made by Mr. Merzke, seconded by Mrs. Roberts, to acknowledge receipt of the Supervisor's Monthly Report for August 2025.

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

## **MINUTES**

### ***(Resolution 25-277)***

A motion was made by Mrs. Roberts, seconded by Mr. Merzke, to approve the minutes of the regular meeting held on September 8, 2025, as presented.

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

## **2025 BUDGET MODIFICATION - ADDITION OF LINE**

### ***(Resolution 25-278)***

A motion was made by Mr. Merzke, seconded by Mr. Rosiek, to add the line A3510.2 for Dog Control Equipment to the 2025 town budget.

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

Supervisor Moffitt explained that this was necessary to provide a vehicle for the Dog Control Officer.

## **BUDGET ADJUSTMENTS**

### ***(Resolution 25-279)***

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

From: A9060.8	Medical Ins.	\$10,000
From: A1620.401	Soccer Fields	\$10,000
From: A2300	Snow and Ice	\$10,000
To: A1620.4	B&G	\$30,000
From: A1621.1	MYC Personnel	\$5,000
From: A1621.4	MYC Contractual	\$5,000
To: A3510.2	Dog Control Equipment	\$10,000
From: B9010.8	NYS Retirement	\$10,000
To: B8020.4	Planning- Contractual	\$10,000
From: DB 9060.8	Medical Ins.	\$30,000
To: DB 5010.1	Personal Svs.	\$30,000

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

## **VOUCHERS**

### **General Abstract A**

#### ***(Resolution 25-280)***

A motion was made by Mrs. Roberts, seconded by Mr. Rosiek, to remove voucher number 25-482 payable to HFL Community Programs from the list of items for full approval, as she would be recusing herself from this item as she personally benefits from the payment as part of her salary.

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

#### ***(Resolution 25-281)***

A motion was made by Mr. Merzke, seconded by Mr. Rosiek, to approve all claims on vouchers numbered 25-471 to 25-493, excepting voucher 25-482, on General Abstract 25-09C, in the amount of \$54,494.95.

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

#### ***(Resolution 25-282)***

A motion was made by Mr. Merzke, seconded by Mr. Rosiek, to approve voucher numbered 25-482, on General Abstract 25-09C, in the amount of \$38,152.00.

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

### **Highway Abstract**

#### ***(Resolution 25-283)***

A motion was made by Mr. Merzke, seconded by Mr. Rosiek, to approve all claims on vouchers numbered 25-298 to 25-310, on Highway Abstract 25-09C, in the amount of \$123,757.51.

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

## **2026 TENTATIVE BUDGET – DISCUSSION**

Supervisor Moffitt discussed changes to the tentative budget based on town board member input. Mr. Rosiek suggested keeping town board salaries flat with no increase, decreasing the supervisor salary by \$1,400 and the highway superintendent salary by \$900. He explained these reductions would help fund increases to employee longevity pay to recognize rising costs of living.

The supervisor expressed concern about setting a precedent of reducing elected official salaries, noting that a previous supervisor had significantly lowered the salary, which was difficult to restore. Mr. Merzke commented that for long-term elected officials, salary reductions might be appropriate when considering experience versus someone new to the position.

Mr. Rosiek also suggested changing how planning board and zoning board chairs are compensated, moving from a per-meeting basis to an annual stipend of \$1,800 to recognize their additional responsibilities outside of meetings.

Additional budget items discussed included increasing the opt-out payment for health insurance from \$350 to \$375 per month.

The supervisor noted amendments in the budget sheets due to changes to New York State Retirement amounts, and an increase in medical and dental costs projected at 20% rather than the initially estimated 15%.

### **2026 PRELIMINARY BUDGET - ACCEPTANCE AND ESTABLISH PUBLIC HEARING (Resolution 25-284)**

A motion was made by Mr. Rosiek, seconded by Mr. Merzke, to accept the 2026 Tentative Town Budget as the 2026 Preliminary Town Budget with the discussed changes.

Further, a public hearing is to be held, on the 2026 Preliminary Budget, at 7 PM or as soon thereafter as said hearing can be convened Monday, October 20, 2025 at the Mendon Town Hall, 16 W Main Street, Honeoye Falls, NY 14472.

The elected officials salaries are as follows:

Town Supervisor - \$83,017.00  
Town Board Member (4) - \$10,740.50  
Town Justice (2) - \$23,102.00  
Town Clerk - \$80,496.15  
Town Highway Superintendent - \$88,348.00

A copy of the 2026 Preliminary Town Budget will be available for public inspection during regular business hours in the Mendon Town Clerk's Office and online at [www.townofmendonny.gov](http://www.townofmendonny.gov).

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

### **CAPITAL IMPROVEMENT PROGRAM – ESTABLISH PUBLIC HEARING (Resolution 25-285)**

A Motion was made by Mr. Merzke, seconded by Mrs. Roberts, to schedule a public hearing on the Capital Improvement Program, 7:00PM, Monday, October 20, 2025, or as soon thereafter as said hearing can be convened, at the Mendon Town Hall, 16 West Main Street Honeoye Falls, NY.

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

**FIRE PROTECTION DISTRICT - ESTABLISH PUBLIC HEARING**  
***(Resolution 25-286)***

A motion was made by Mrs. Roberts, seconded by Mr. Merzke, to schedule a public hearing on the 2026 Fire Protection Contract for the Mendon Fire Protection District #1, 7 PM, Monday, October 20, 2025, or as soon thereafter as said hearing can be convened at the Mendon Town Hall, and the amount of the proposed contract is \$265,007.00.

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

Supervisor Moffitt explained that the contract amount is based on assessed valuation. He noted the significant increase from \$0.80 per thousand to approximately \$1.03 per thousand, which was partly due to the hiring of per diem firefighters Monday through Friday from 6 AM to 4 PM.

**SNOW AND ICE CONTROL OPERATIONS FOR LOCAL HIGHWAY OFFICIALS - ATTENDANCE**  
***(Resolution 25-287)***

A motion was made by Mrs. Roberts, seconded by Mr. Rosiek, to approve the attendance of Highway Department employee Peter Doyle at the New York State LTAP Center, Cornell Local Roads Program, Snow and Ice Control Operations for Local Highway Officials workshop, October 14, 2025, 3526 Franklin Street, Auburn, NY 13021. Fees for this workshop are provided by the Cayuga County Association of Town Superintendents.

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

**RECYCLING EVENT**  
***(Resolution 25-288)***

A motion by Mr. Merzke, seconded by Mrs. Roberts, to hold the recycling event and rabies clinic at the Town of Mendon Falls Post 664 Community Center on Saturday, October 18, 2025 from 10 AM to 1 PM. This event will include shredding, electronics recycling, prescription drug disposal, and a rabies clinic.

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

**DECLARATION OF SURPLUS**  
***(Resolution 25-289)***

A motion was made by Mr. Rosiek, seconded by Mr. Merzke, to declare the following items at the Town Hall as surplus and authorize their disposition:

- Computers ready to dispose, service tags: G6RFFB2, HYSFYJ2
- Computer still need to wipe, but then to dispose, service tag: JK6T7V1

- Monitors, model numbers: 1704FPVt, E1912Hc

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

## **PUBLIC COMMENT**

- Peter Doyle raised concerns about the ambulance contract, suggesting the board ask how many calls the ambulance service responds to outside of their contract area. He noted they were running many mutual aid calls outside of Mendon and Rush, including to the city and western suburbs, which was putting Honeoye Falls out of service for extended periods.
- Gary Loope commented on ambulance services, questioning why some Towns struggle financially while others seem to operate successfully. He suggested an audit of the local ambulance service by someone knowledgeable about ambulance operations. He also expressed concern about sidewalk installation, questioning why developers weren't required to install sidewalks and suggesting a sidewalk fund similar to a recreation fund.

## **ADJOURNMENT**

### ***(Resolution 25-290)***

A motion was made by Mrs. Roberts, seconded by Mr. Merzke, to adjourn the meeting at 7:46 PM.

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

<b>Abstract of General Vouchers 25-10A</b>				
494	Aetna	L9060.8		\$ 139.00
495	Charter Communications	A1620.4		\$ 593.40
496	MC Director of Finance DOT	A3310.2		\$ 60.07
497	National Grid	A1620.4	\$ 1,471.35	
		B5182.4	\$ 91.89	\$ 1,563.24
498	RGE	SL5182.4		\$ 1,736.25
499	Yates-Ontario Building Officials	B3620.4		\$ 260.00
		<b>TOTAL</b>		\$ 4,351.96

<b>Abstract of General Vouchers 25-10B</b>					
500	AAA Western and Central NY	A50120.1	\$ 429.00		
		A1010.4	\$ 429.00	\$ 858.00	
501	Aetna	L9060.8		\$ 139.00	
502	Alliance Door & Hardware	A1620.2		\$ 211.62	
503	Amazon Capital Services	A1620.4	\$ 126.98		
		A5010.4	\$ 362.28	\$ 489.26	
504	Amazon Capital Services (Highway)	A5010.4	\$ 74.69		
		A5020.4	\$ 19.90	\$ 94.59	
505	Benefit Resource, LLC	A9060.8	\$ 41.40		
		B9060.8	\$ 13.80		
		DA9060.8	\$ 6.90		
		DB9060.8	\$ 131.00		
		L9060.8	\$ 6.90	\$ 200.00	
506	Bond, Schoeneck, & King, PLLC	B8010.1		\$ 720.00	
507	Brooker, Meg C.	A1410.4		\$ 325.00	
508	Capital One Trade Credit	A1620.2		\$ 209.10	
509	Charter Communications	A1620.4		\$ 339.98	
510	Crystal Rock (Primo Brand)	A1620.4		\$ 18.98	
511	Eastern Shore Insurance Agency	A1910.4		\$ 304.00	
512	Excellus Health Plan Group	A9060.8	\$ 3,581.97		
		DA9060.8	\$ 809.04		
		DB9060.8	\$ 10,109.97		
		L9060.8	\$ 646.50	\$ 15,147.48	
513	Excellus Health Plan Group	TA20		\$ 3,310.91	
514	Excellus Health Plan Group	A9060.8	\$ 971.60		
		B9060.8	\$ 485.80		
		DB9060.8	\$ 1,457.40	\$ 2,914.80	
515	Excellus Health Plan Group	A9060.8	\$ 322.90		
		B9060.8	\$ 44.67		
		DA9060.8	\$ 33.50		
		DB9060.8	\$ 491.75		
		L9060.8	\$ 33.50	\$ 926.33	
516	Excellus Health Plan Group	TA20		\$ 574.91	
517	FNBO (Town Hall)	A1310.4	\$ 297.00		
		A1610.4	\$ 287.70		
		A5010.4	\$ 79.12	\$ 505.86	
518	FNBO (Highway)	A3510.4		\$ 10.00	
519	FF Thompson Hospital	A5020.4		\$ 142.00	
520	Firematic Supply Company Inc.	A1620.2		\$ 198.29	
521	Frontier	A1620.4		\$ 196.16	
522	General Code	B8020.4		\$ 2,090.00	
523	Home Depot Credit Services	A1620.2		\$ 466.23	
524	Honeoye Falls Marketplace	A1220.4	\$ 286.22		
		A1410.4	\$ 137.83		
		B7610.4	\$ 319.42	\$ 743.47	
525	Interstate Battery System of Rochester	A1620.2		\$ 64.95	
526	JGF Funding	A1670.4	\$ 108.46		
		A5010.4	\$ 108.46		
		B1900.4	\$ 160.54	\$ 377.46	
527	Laura L. Landers, LLC	A1310.4		\$ 4,100.00	



## Abstract of Highway Vouchers 25-10

#	Company	Code	Sub Total	Total
311	Alro Steel	DA5130.4		\$524.97
312	Capital One Trade Credit	DA5130.4	\$35.61	
		DB5115.4	\$15.66	\$51.27
313	Factory Motor Parts	DA5130.4		\$120.07
314	Finger Lakes/Castle	DA5130.4		\$232.75
315	Grainger	DA5130.4		\$1,196.85
316	Heidelberg Materials	DB5112.4		\$4,501.55
317	Home Depot Credit Services	DA5130.4		\$897.75
318	Honeoye Falls Auto Supply	DA5130.4		\$109.27
319	Hynes Concrete Contractor	DB5113.4		\$11,113.11
320	Jackson Welding & Gas Products	DA5130.4		\$11.25
321	LandPro Equipment	DA5140.4		\$1,237.29
322	Lawson Products	DA5130.4		\$281.87
323	Lewis General Tires	DA5130.4		\$2,195.60
324	NOCO	DB5110.4		\$2,941.56
325	Oil Filter Service	DA5130.4		\$87.39
326	RadioMax	DA5130.4		\$1,626.31
327	Tracey Road Equipment	DA5130.4		\$467.54
328	UniFirst Corporation	DA9056.8		\$171.70

**Total**

**\$27,768.10**

**ABSTRACT OF LIBRARY VOUCHERS 2025-10a**

<b>Number</b>	<b>Vendor</b>	<b>Acct.</b>	<b>Acct. Amt.</b>	<b>Total Amt.</b>
151	BXI Consultants	7410.4		\$ 86.33
152	Casella Waste Services	7410.4		\$ 133.91
153	Frontier	7410.4		\$ 225.15
154	National Fuel	7410.4		\$ 38.66
155	National Grid	7410.4		\$ 936.00
			<b>Total</b>	<b>\$ 1,420.05</b>

**ABSTRACT OF LIBRARY VOUCHERS 2025-10b**

Number	Vendor	Acct.	Acct. Amt.	Total Amt.
156	Amazon Capital Services	7410.4		\$ 97.93
157	Baker & Taylor	7410.4		\$ 898.49
158	Brodart Co.	7410.4		\$ 1,148.82
159	BXI Consultants, Inc	7410.4		\$ 9.50
160	Clearly	7410.4		\$ 48.25
161	De Lage Landen Financial Services	7410.4		\$ 129.59
162	Demco	7410.4		\$ 30.94
163	EastWest Books	7410.4		\$ 54.97
164	Filipski, Matt	7410.4		\$ 21.00
165	Grills, Lyla	7410.4		\$ 80.56
166	Lakeview Books	7410.4		\$ 141.94
167	Livingston County News	7410.4		\$ 91.20
168	Midwest Tape, LLC	7410.4		\$ 318.62
169	Overdrive, Inc.	7410.4		\$ 1,493.85
170	Penworthy Company, The	7410.4		\$ 598.34
171	Staples	7410.4		\$ 146.07
172	Tri-Delta Resources	7410.2		\$ 1,006.00
173	W.T. Cox Infromation Services	7410.4		\$ 2,437.48
			<b>Total</b>	<b>\$ 8,753.55</b>

# Security Camera Policy

## TOWN OF FREMONT SECURITY CAMERA POLICY

### **I. PURPOSE**

The purpose of this policy is to regulate the use of security cameras to protect the legal and privacy interests of the Town of Fremont, the community at large and Town employees while concurrently assisting in the protection of safety in and property of municipal buildings owned by the Town.

The primary use of security cameras will be to record images for future identification, investigation, and possible prosecution related to illegal and/or criminal activity and actions.

### **II. GENERAL POLICY**

The Town of Fremont is committed to establishing and maintaining a workplace that is secure and safe for employees, Town officials and the community at large. To enhance this commitment, the Town may install and utilize security cameras. The cameras will be used in a professional, ethical, and legal manner consistent with all existing Town policies, as well as State and Federal laws. Camera use will be limited to situations that do not violate the reasonable expectation of privacy as defined by law.

### **III. POLICY GUIDELINES AND PROCEDURES**

- A. Security cameras shall only be installed under the authority of the Town Board of Fremont.
- B. Placement of cameras shall only be considered for the security and safety of employees and customers or for legally mandated reasons. Cameras shall never be placed in areas where privacy would normally be expected. Camera placement must take into consideration any confidential material that could be visible.
- C. Any building where cameras are located upon or in shall have a statement placed conspicuously at each entrance to the building notifying citizens of the presence of video recording equipment.
- D. Public display of live video from security cameras is not permitted.
- E. In the event of a law enforcement investigation, or in the event of an active claims investigation for insurance purposes, video recordings may be retained for periods of time longer than time limits specified herein.
- F. When an incident is suspected to have occurred, the Town Supervisor / Deputy Supervisor shall immediately take steps to ensure that any video recording of the incident is preserved pending investigation.

G. When an incident is suspected to have occurred, designated personnel herein may review the images from security camera data. Any suspicion of illegal or criminal activity shall immediately be referred to the State Troopers or Sheriff's Department.

H. Video recordings shall not be copied or removed except in relation to an ongoing investigation. Investigative personnel, Town Supervisor and the Deputy Town Supervisor are authorized to copy and remove video recordings from town security cameras.

I. Video equipment should not be adjusted, removed or shut down by any Town personnel.

J. If service is required notify the Town Clerk and the company will be contacted to come for service.

K. Locations where camera software and other equipment are stored should be within a locked room.

#### **IV. VIOLATIONS & PENALTIES**

Any person who may violate the terms and conditions of this policy may be subject to disciplinary action, up to and possibly including termination.

## **2025 AGREEMENT FOR THE EXPENDITURE OF HIGHWAY MONEYS**

AGREEMENT between the Town Superintendent of the Town of Mendon, Monroe County, New York, and the undersigned members of the Town Board.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, shall be expended as follows:

1. GENERAL REPAIRS. The sum of \$284,410.91 for materials shall be set aside to be expended for primary work and general repairs upon 3.96 miles of Town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof. **Total Cost = \$255,952.45 (\$28,458.46 under budget)**
  
2. PERMANENT IMPROVEMENTS. The following sums shall be set aside to be expended for the permanent improvement of Town Highways:
  - (a) On Mendon Center Road commencing at St Rt 65 and leading to St Rt 251, a distance of 0.84 miles. There shall be expended not over the sum of \$20,924.68 for materials. **Type: Stone & Oil, Width of traveled surface: 24'**
    - Dolomite Products (5/22) – 1A Washed stone - \$1,897.92
    - Suit-Kote (6/23) - \$16,438.40**Total Cost = \$18,336.32 (\$2,588.36 under budget)**
  
  - (b) On Parrish Road commencing at Ontario County line and leading to St Rt 64, a distance of 0.63 miles. There shall be expended not over the sum of \$15,596.48 for materials. **Type: Stone & Oil, Width of traveled surface: 23'**
    - Dolomite Products (5/22) – 1A Washed stone - \$2,832.00
    - Suit-Kote (6/23) - \$12,107.86**Total Cost = \$14,939.86 (\$656.62 under budget)**
  
  - (c) On Plains Road commencing at St Rt 15A and leading to the Honeoye Creek Bridge, a distance of 1.1 miles. There shall be expended not over the sum of \$158,342.75 for materials. **Type: Mill and Pave, Width of traveled surface: 23'**
    - Villager Construction (5/28) - Mill - \$5,423.50
    - Heidelberg Materials (5/30) - 6.3MM Superpave - \$53.95
    - Heidelberg Materials (6/4) – 9.5MM Superpave - \$118,359.15
    - D. Clark (6/4) – Tack coat - \$4,027.32
    - D. Clark (6/4) – Tack coat operator - \$1,046.25
    - Villager Construction (6/4) – Pave & Operators - \$4,764.00
    - Heidelberg Materials (6/10) – Tack Coat 5 Gal - \$82.60
    - Heidelberg Materials (6/10) – 9.5MM Superpave Top - \$183.04
    - Heidelberg Materials (6/11) – Tack Coat 5 Gal - \$82.60
    - Heidelberg Materials (6/26) – Fine Binder - \$511.75
    - Heidelberg Materials (6/27) – 6.3MM Superpave - \$1,249.48**Total Cost = \$135,783.64 (\$22,559.11 under budget)**

(d) On Scofield Road commencing at the Mendon/Rush Town line to Plains Road, a distance of 0.5 miles. There shall be expended not over the sum of \$60,508.00 for materials.

**Type:** Mill and Pave, **Width of traveled surface:** 21'

- Villager Construction (5/29) - Mill - \$4,128.00
- Heidelberg Materials (6/2) 6.3MM Superpave - \$1,459.98
- Heidelberg Materials (6/5) 9.5MM Superpave - \$44,450.34
- D. Clark (6/5) – Tack coat - \$1,657.26
- D. Clark (6/5) – Tack coat operator - \$542.50
- Villager Construction (6/5) – Pave & Operators - \$4,206.00

**Total Cost = \$56,444.08 (\$4,063.92 under budget)**

(e) On Hunt Club commencing at Boughton Hill Road to cul-de-sac, a distance of 0.4 miles. There shall be expended not over the sum of \$14,520.00 for materials.

**Type:** Micropave, **Width of traveled surface:** 20'

- Suit-Kote – Micropave - \$15,198.52 (\$678.52 over budget)

**Total Cost = \$15,198.52 (\$678.52 over budget)**

(f) On Morgan Chase commencing at Hunt Club to cul-de-sac, a distance of 0.15 miles. There shall be expended not over the sum of \$4,330.00 for materials.

**Type:** Micropave, **Width of traveled surface:** 20'

- Suit-Kote – Micropave - \$4,379.23

**Total Cost = \$4,379.23 (\$49.23 over budget)**

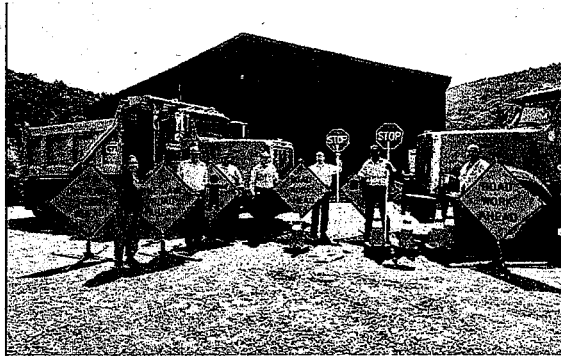
(g) On Rolling Plains commencing at Old French Road to Plains Road, a distance of 0.34 miles. There shall be expended not over the sum of \$10,189.00 for materials.

**Type:** Micropave, **Width of traveled surface:** 20'

- Suit-Kote – Micropave - \$10,870.80

**Total Cost = \$10,870.80 (\$681.80 over budget)**

This year, we're offering a **competitive grant to 40 Public Works departments**, each receiving work zone packages designed to improve safety and reduce injuries caused by motorists in work zones. This grant will provided the highlighted equipment below.



The Work Zone Safety grant includes:

- Two (2) Emergency Whistles
- Two (2) Safety Air Horn
- Six (6) ANSI Class II Vests
- Six (6) Hard Hats
- Two (2) 18-inch Stop/Slow paddles
- Forty (40) 28-inch Cones with Stripes
- Six (6) 36-inch Roll-up Signs
  - Road Work Ahead (2)
  - One Lane Road Ahead (2)
  - Flagger Symbol (2)

🚧 Last year, we distributed **over \$130,000** worth of safety equipment to our members for work zone use. 🚧

Each member is allowed one entry. All members are eligible to apply. Previous winners are eligible to apply again; however, **priority will be given to those who have not received this award before.**

Applications should be **submitted by July 7.**

**Apply here today!**



## **PERMA Grant Disbursement Agreement**

Grantee: **Mendon, Town of**

Applicant Name: Denise Dexter

Permanent Rep: John Moffitt

As part of PERMA's dividend program in 2024 the PERMA Board of Directors has set aside funding for grants and other programs that focus on reinvesting in members safety initiatives in an effort to improve the overall performance of the PERMA pool. Your request has been reviewed and **congratulations, you have been selected to receive the following grant:**

Grant Awarded: **Remote Learning Center**

Value : \$ **1,050.00**

**Disbursement of grant items are contingent on the following:**

- Compliant with all terms and conditions of the Receipt and Release.

### **RECEIPT AND RELEASE**

Mendon, Town of ("MEMBER") acknowledges receipt of the following from PERMA:

- One Laptop
- One 55-inch flatscreen television

The MEMBER agrees to utilize this equipment primarily for safety training and annual compliance training in accordance with PESH and PERMA standards. The member is solely responsible for securing equipment upon delivery, all installation, and any room modification necessary.

PERMA disclaims any obligation to train or supervise the Grantee or its employees in the proper use of the equipment. The obligation to train and supervise the use of the equipment is the Grantee's.

PERMA gives no warranty, express or implied, as to description, quality, merchantability, fitness for any particular purpose, productiveness, or any other matter, of the equipment. PERMA shall not be responsible for their proper use, maintenance, and service. The member is responsible for any costs related to maintenance, updates and internet connection.

The equipment is the property of the member and the member agrees to fully and forever discharge and release (hold harmless) PERMA and its affiliates, and their respective partners, agents, operators, managers, employees, and representatives ("Released Parties") from any and all claims for any injury, disability, damages, liabilities, expenses and/or causes of action, attributable or relating in any manner to use, operation, or maintenance of the aforesaid equipment.

This Release and Waiver of Liability agreement will be governed by and interpreted in accordance with the laws of the State of New York. This release will not waive any rights of the member or its employees' right to claim possible workers' compensation benefits for injuries arising out of and in the course of employment.

Thank you for your continued membership, commitment to safety and congratulations on your grant!

*Mary Beth Woods*  
Mary Beth Woods  
Executive Director

*CS*  
Christian Summers  
Director of Risk Management

cc: Stuart J. Mitchell Agencies, Inc. - Jeff Joseph (joseph@mitchelljoseph.com)

*updated 9.2024*

Subject: SDL Software Implementation – Request for API Subscription Upgrade

Brooke Buckland <pb\_zba\_clerk@townofmendon.org>

Wed, Sep 24, 2:12 PM

to John Moffitt, Corey Gates

John,

Please feel free to share this with the Board Member's.

The Building Department, in collaboration with the Town Clerk's Office, has engaged with Spatial Data Logic (SDL) to implement a new software system. We are currently in the onboarding process and anticipate the system will be live by the end of this year.

As part of the onboarding requirements, SDL must sync with the Town of Mendon's Ecode360. This synchronization is essential, as it will allow the Building Department to generate Notices of Violation's containing accurate code sections and language directly from the Town Code.

To enable this function, the Town must upgrade to the Ecode360 API subscription and obtain an 'internal key', which provides secure access for the data merge. This subscription is not only critical for initial integration but also ensures that any future codification or revisions to the Town Code will be automatically updated across all synced software systems.

At this time, we are seeking the Board's approval to purchase the Ecode360 API subscription upgrade. This step is necessary to complete the SDL implementation process and to ensure the Building Department can efficiently and accurately carry out code enforcement responsibilities.

We appreciate your consideration!

Brooke Buckland  
Planning and Zoning Secretary  
Building and Assessment Clerk  
Town of Mendon  
16 West Main Street  
Honeoye Falls, NY 14472  
(p)585.624.7863  
(f)585.624.6065  
Town Hall Hours, M-Th, 8-4; Fri, 8-1



## eCode360 API Contract

PREPARED FOR:

Town of Mendon, NY

PREPARED BY:

**Todd Metcalfe**

Codification Account Manager

tmetcalfe@generalcode.com

800.836.8834

DATE:

September 23, 2025

(Valid for six months)

## eCode360 API Service

*General Code* has an Application Programming Interface (API) that delivers structured Code information contained in *eCode360* to external systems, including legislation drafting, parcel management, municipal websites, enterprise content management (ECM), permitting, GIS-based interactive maps, code enforcement, law enforcement, and more.

*General Code's* API integrations can provide access to Mendon's Code with a secure key. *eCode360* APIs will create a seamless network to improve code data transfer with your existing municipal applications.

With your *eCode360* API and subscription, you can ensure a smooth and continuous communication between your various applications and your municipal Code, allowing staff and constituents the benefits of accessing Code content when they need it.

### Why choose a API

- > Ease of integration with external systems
- > Promotes automation and innovation

### Benefits of an API

- > Increases productivity for your staff
- > Streamlines municipal operations
- > Saves costs and time to import Code data
- > Provides consistent and up-to-date data
- > Enhances constituent experiences with your municipality

### Security

The API/secret pair provides for controlled access and authentication.

### Support from *General Code*

- > Key management
- > API documentation
- > Stable programmatic connection
- > Technical support

## Authorization and Agreement

**API Key Creation and Setup** **\$250**

**API Access Maintenance** **\$595**

The maintenance fee is an annual recurring flat fee of \$595. Therefore, we recommend that the Town budget for this service each year. *General Code* reserves the right to review the license fee annually, and may change the license fee upon thirty (30) days prior to invoice.

**Total Investment** **\$845**

## Authentication Information

Authentication is provided through a key/secret pair that are supplied in every call to the API as HTTP headers.

**Please provide the following information when authorizing this proposal:**

Please deliver original API Keys to:

Via e-mail to: \_\_\_\_\_

Code content to be included in API: Entire Code

## Performance and Payment Terms

- > Upon receipt of signed Authorization, *General Code* will deliver the *eCode360* API keys within 5 business days.
- > 100% will be invoiced upon delivery.

## Project Authorization

The Town of Mendon, NY, hereby agrees to the procedures outlined above, and to *General Code's* Codification Terms and Conditions, which are available at <http://www.generalcode.com/terms-and-conditions-documents/>.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please sign, scan and email this page to [contracts@generalcode.com](mailto:contracts@generalcode.com), or fax or mail this page to *General Code* at (585) 328-8189, 3490 Winton Place, Rochester, NY 14623

A Member of the ICC Family of Solutions





John Moffitt <jmoffitt@townofmendon.org>

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## DCO Training

2 messages

---

**Kevin Junge** <bldgsandgrounds@townofmendon.org>

Tue, Oct 7, 2025 at 9:47 AM

To: John Moffitt <jmoffitt@townofmendon.org>

Coach,

There is an annual DCO/ACO training conference for this year. The location is Albany on November 12 & 13. I would like to attend as these training conferences are very beneficial for this position.

Here are the details:

Registration deadline: October 12th

Dates: November 12th & 13th

Location: Albany area

Registration cost - \$125 (Due October 12th)

Hotel: 2 nights (~\$150/night)

Let me know if this is possible and I can register today.

Thank you

Kevin Junge

Town of Mendon - Buildings and Grounds

(585) 729-1514

---

**John Moffitt** <jmoffitt@townofmendon.org>

Tue, Oct 7, 2025 at 1:21 PM

To: Kevin Junge <bldgsandgrounds@townofmendon.org>

Stop by to talk.

John D. Moffitt, Town Supervisor

Town of Mendon

16 West Main St.

Honeoye Falls, NY 14472

585.624.6061

[Quoted text hidden]



# Registration Form:



**EVENT:** **13th Annual  
DCO/ACO  
Conference**

Presented by:  
The Guilderland Animal Control  
Unit & NYS Department of  
Agriculture & Markets

**DATE:** **November 12 & 13,  
2025**

## REGISTRANTS INFORMATION:

- NAME & TITLE:
- ADDRESS:
- PHONE NUMBER:
- EMAIL:

**\*\*If you require a Gluten Free meal, please check box here\*\***

## AGENCY INFORMATION:

- CONTACT PERSON:  
(Name & Title)
- ADDRESS:
- TOWN:
- PHONE NUMBER:
- EMAIL:

**PLEASE MAKE CHECKS/MONEY ORDERS**

**PAYABLE TO:**

Town of Guilderland

**MAIL COMPLETED REGISTRATION FORM &  
PAYMENT TO:**

Town of Guilderland  
PO Box 339  
Guilderland, NY 12084  
Attn: Animal Control

**Registration Fee: \$125**

**Registration Deadline:  
November 1, 2025**

For any registration questions, please  
contact Kathy Foley, ACO at:  
[guilderlandshelter@gpdny.org](mailto:guilderlandshelter@gpdny.org)  
(518) 256-4246



# Lodging is Available at:

**Tru by Hilton Albany Crossgates Mall**  
1651 Western Ave  
Albany, NY 12203

[For reservations scan the QR code below:](#)



Rate of \$139 per night includes: Deluxe Hot Breakfast Buffet, Free Parking and Wi-Fi

For additional booking questions, please contact:

Emily Cuda

Director of Sales

[Emily.cuda@hilton.com](mailto:Emily.cuda@hilton.com)

518-514-8587

\*\*To guarantee room rate and availability, rooms must be reserved by October 12, 2025

**\*DEADLINE EXTENDED to November 1, 2025\***



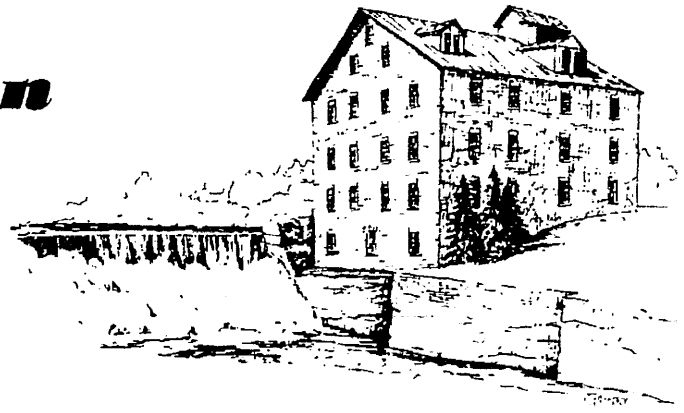
Please note: Tru Hilton is conveniently located near the conference. However, there are other lodging options in the Albany area. Please feel free to explore alternative lodging if you choose.

# ***Town of Mendon***

*Preserving the Past...*

*Protecting the Present...*

*Promoting the Future*



**TO:** The Honorable Town Board

**FROM:** Corey Gates, Code Enforcement Officer

**DATE:** September 26, 2025

**RE:** Stormwater MS4 conference / training

I would like to request approval for myself and my Stormwater coordinator – Craig Osterling to attend the Ontario – Wayne Stormwater Coalition’s 2025 Stormwater Conference on November 5, 2025. New York Department of Environmental Conservation requires that all stormwater operators comply with the conditions of coverage under General Stormwater Permit. The Town’s municipal separate storm sewer system (MS4). By attending this conference we will hope to gain better understanding of these obligations related to the new Stormwater permit which became effective on Jan 3, 2024. The cost of the conference is the \$100/ea, (\$200 total), and I have budgeted for the registration fee’s to attend this conference in the 2025 budget.

Respectfully,

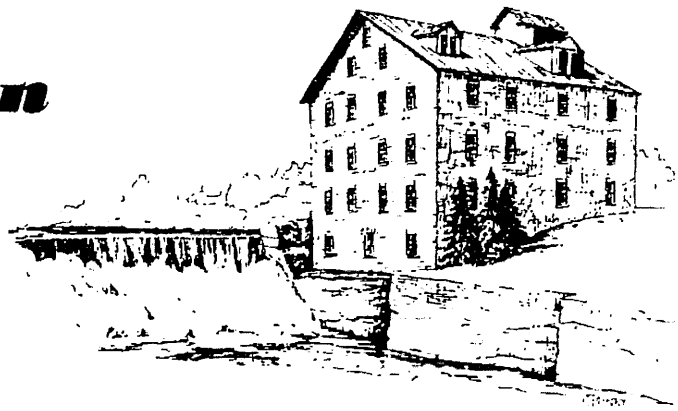
Corey T. Gates

# ***Town of Mendon***

*Preserving the Past...*

*Protecting the Present...*

*Promoting the Future*



September 30<sup>th</sup>, 2025

Dear Town Board Members,

I am writing to request approval for two of our board members to attend an upcoming training seminar at Monroe Community College on Monday, October 21st, from 4:00–8:30 p.m.

- **Danielle Liberatore**, Planning Board Member
- **Timothy Engstrom**, Environmental Conservation Board Member

The cost of the seminar is **\$50.00 per member**. As you know, Town policy requires board members to obtain four hours of training credit annually, and this seminar will fulfill that requirement for both participants.

We greatly appreciate your consideration and approval of this request.

Sincerely,

*Brooke Buckland*  
*Secretary to Planning & Zoning*

# Department of Planning & Development

## Monroe County, NY

### Training Registration Form

#### Your training registration is complete!

You should also receive a copy of this information via email. If any of the information below is incorrect, please contact Yixuan Lin at 585.753.2026 or [yixuanlin@monroecounty.gov](mailto:yixuanlin@monroecounty.gov). For details on the Land Use Decision-Making Training Program, visit the URL below:

<https://www.monroecounty.gov/planning-training>

**Date:** Tuesday, October 21, 2025

**Time:** 4:00 PM to 8:30 PM

**Location:** Monroe Community College, 1000 E Henrietta Rd | Monroe A Room, 2nd floor of Flynn Campus Center-Building #3

**Topic: Housing Affordability: Challenges, Opportunities, and Local Strategies**

**Overview:** This training session will explore current housing trends and challenges in Monroe County. Participants will gain insights into local housing supply and demand, zoning patterns, and the growing need for diverse housing types, including starter homes, townhouses, rental units, and accessory dwelling units (ADUs). The session features a dynamic lineup of local, regional, and national experts with extensive hands-on experience in housing policy, planning, and community development.

#### Presenters:

- Jim Yockel, Chief Executive Officer, Greater Rochester Association of Realtors
- Ruhi Maker Esq., Senior Attorney, Empire Justice Center
- Barbara Van Kerkhove, PhD, Data Analysis & Research Manager, Empire Justice Center
- Susan Thering, PhD, Susan Thering Consulting

If your schedule changes and you no longer can attend this training, please inform us as soon as possible. No refunds will be issued after Monday, October 13, 2025.

## Order Information

---

**Order ID:** 1041  
**Created:** 9/30/25  
**Season:** Fall 2025  
**Total:** \$100.00  
**Paid:** \$100.00  
**Balance Due:** \$0.00

**# People/Sessions:** 2/2  
**Billing Name:** John Moffitt  
**Email:** [pb\\_zba\\_clerk@townofmendon.org](mailto:pb_zba_clerk@townofmendon.org)  
**Phone:** 585-624-7863

## Payments

<b>Date</b>	<b>Type</b>	<b>Method</b>	<b>Amount</b>
9/30/25	Payment	CC	\$100.00

## Registrant #1

**Name:** Danielle Liberatore

**# Sessions:** 1

**Address:**

16 W Main Street  
Honeoye Falls , NY 14472

**Phone:** 585-301-3528

**Email:** pb\_zba\_clerk@townofmendon.org

**County Employee?** No **Veteran?** No **Mail Certificate?** Yes

**Sessions:**

10/21/25 Housing Affordability: Challenges, Opportunities, and Local Strategies

**Role/Title:** Board Member

**County:** Monroe County

**Muni/Company:** Town of Mendon

**Board/Dept:** Planning Board

## Registrant #2

**Name:** Timothy Engstrom

**# Sessions:** 1

**Address:**

16 W Main Street  
Honeoye Falls , NY 14472

**Phone:** 585-506-6049

**Email:** pb\_zba\_clerk@townofmendon.org

**County Employee?** No **Veteran?** No **Mail Certificate?** Yes

**Sessions:**

10/21/25 Housing Affordability: Challenges, Opportunities, and Local Strategies

**Role/Title:** Board Member

**County:** Monroe County

**Muni/Company:** Town of Mendon

**Board/Dept:** Environmental Board

**Thank you!**

**Monroe County Planning Department**



# BUSINESS CASE

## Customer Communication Solution

Prepared for: Town of Mendon

Proposal date: 09/22/25

Valid until: 10/22/25

Submitted by: Mike Jaworski

Sales Specialist

(716) 631-3345

[mjaworski@trustlineage.com](mailto:mjaworski@trustlineage.com)

Lineage - Buffalo

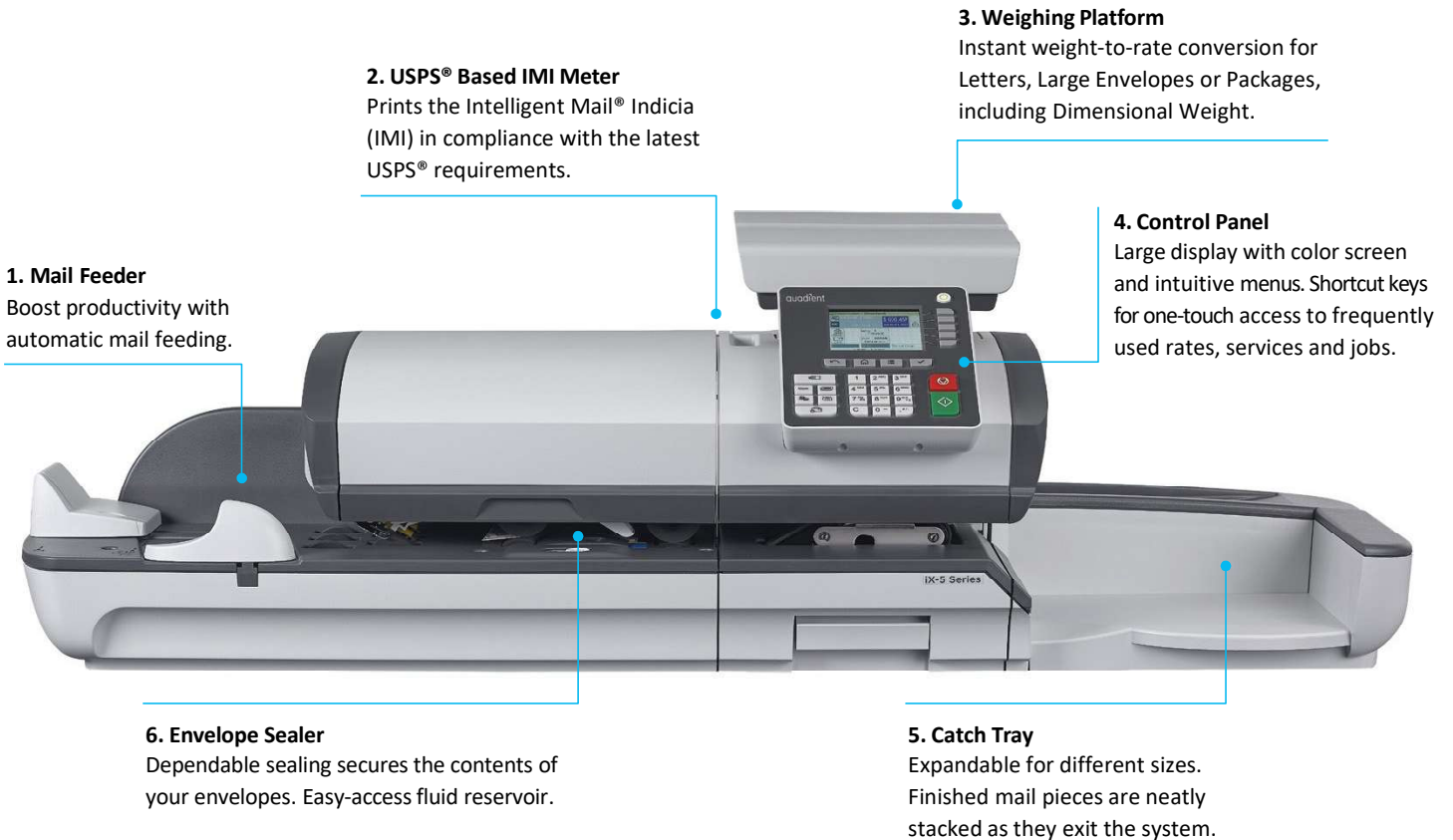
Presented to:

Michelle Booth

John Moffitt



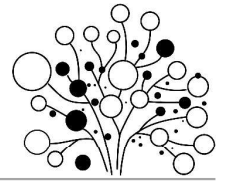
quadi<sup>ent</sup>



Key Specifications		iX-5 AF
<b>Processing speed:</b> Up to 110 lpm		<b>Postage labels:</b> Self-adhesive with automatic dispenser
<b>Weighing platform capacity:</b> 5, 10, 30 or 70 lb.		<b>Security:</b> 4-digit operator PIN codes
<b>Envelope thickness:</b> Up to 1/2"		<b>Job presets (imprint memories):</b> Up to 9
<b>Accounts/departments:</b> 100 standard, up to 500 optional		<b>Envelope printing:</b> Graphics (10), Text messages (10)
<b>Online expense reporting (Neostats Basic):</b> Standard		<b>Ink supply:</b> Quick-change cartridge, up to 15,850 imprints
<b>Connectivity:</b> LAN standard, Wireless LAN optional		<b>Neoship online shipping software:</b> Available



# Financial Considerations



## Product Summary

- iX-5AF automatic-feed mailing system with color screen
- Processes up to 110 envelopes per minute
- 5lb integrated digital weigh platform
- Envelope sealer, catch tray

## Cost Summary

Valid Until: 10/22/25

01	Lease Term (months)	60
02	Monthly Amount	\$207.72

## Notes

\*Lease includes equipment maintenance, Quadient Postage Funding "download postage now, pay later" App, Postal Rates App, shipping, installation, training, and our customer satisfaction guarantee.

Pricing from Sourcewell Contract #011322-QDT



(716) 631-3345



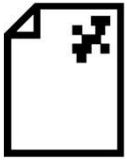
mjaworski@trustlineage.com



mail.quadient.com

quadient

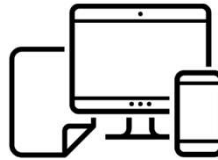
Quadi<sup>ent</sup> helps organizations connect with their customers using integrated hardware and software solutions to improve document, mail and package workflows, customer and employee experience, and more.



Create personalized, automation-ready documents



Ensure mail deliverability



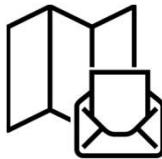
Manage print and digital delivery channels



Produce professional direct mail and marketing collateral



Prepare Certified Mail<sup>®</sup> electronically



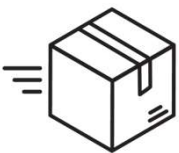
Automatically fold & insert documents



Meter outbound mail



Manage inbound mail & packages



Shop & ship across multiple carriers



Track mailing and shipping expenses



Outsource jobs with hybrid mail



Automate AP & AR



## BUSINESS ACCELERATED

Simple. Flexible. Reliable.



### iX-5 Series

The iX-5 offers flexibility and efficiency while maintaining job integrity every step of the way. Ideal for mid-level mail volumes, the iX-5 is available in two models, a power-assisted hand feed (iX-5 HF) or with auto-feed technology (iX-5 AF).

The iX-5 boasts a modern design with a color screen and easy-to-use control panel. The system meets the latest Intelligent Mail Indicia (IMI) and Dimensional Weighing (DIM) USPS® requirements. The contemporary design of the iX-5 Series depicts clean lines and bold edges while maintaining Quadient's commitment to build and ship products in the most ecological manner.



**EXPERIENCE**  
A rich history of world-class leadership



**PROVEN RESULTS**  
96% customer satisfaction rate

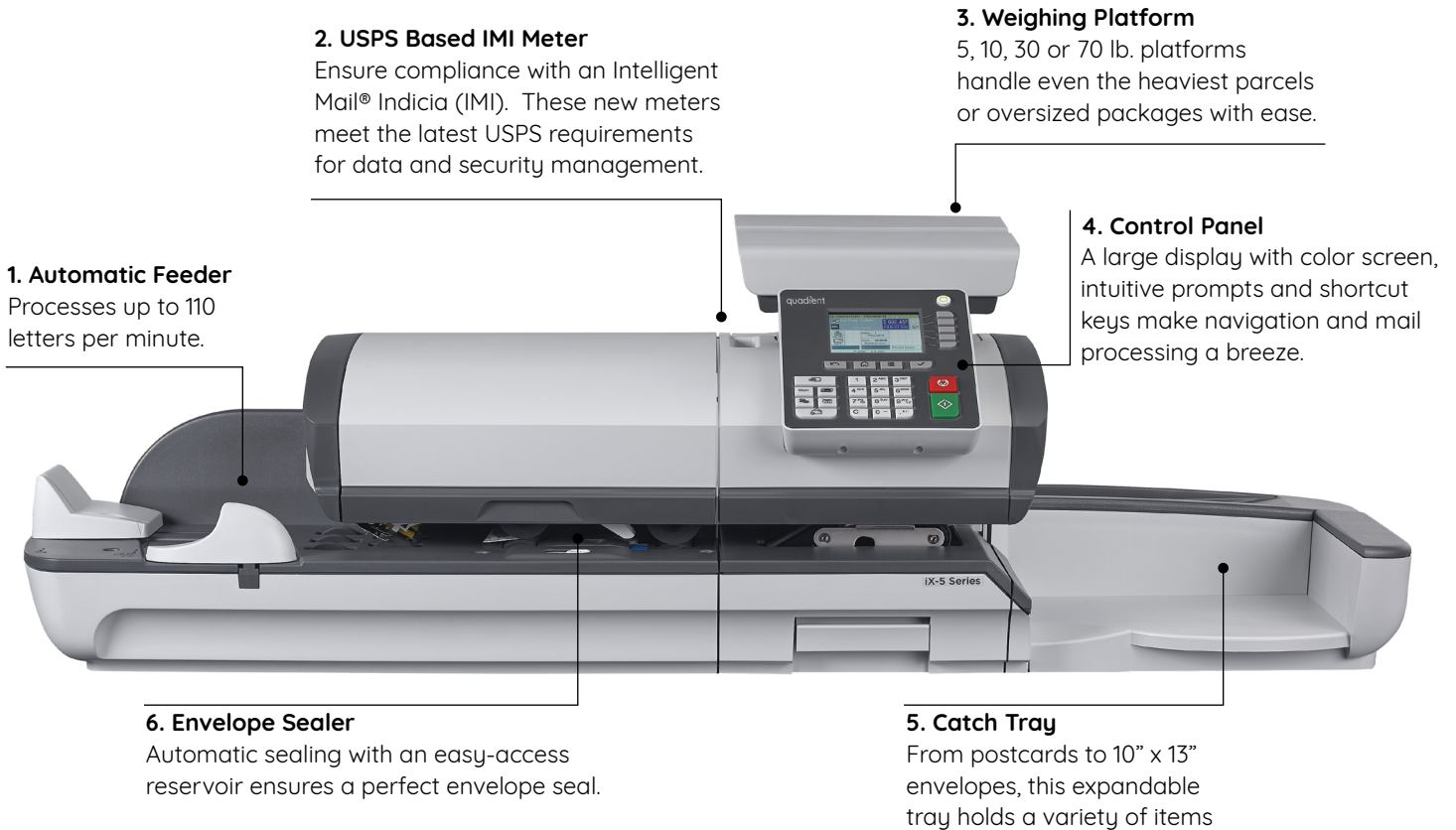


**EXPERTISE**  
8 billion personalized experiences annually



**BACKED BY THE EXPERTS**  
Gartner, Forrester, and Aspire

# INNOVATION DRIVEN BY EXPERIENCE



## OPTIMIZING EFFICIENCY

The iX-5 HF offers a power-assisted hand feeder/moistener combination and processes up to 75 lpm. All other components of the mailing system are shared with the iX-5 AF system.



## MULTI-CARRIER SHIPPING WITH NEOSHIP ADVANCED

Times are changing and businesses want options when it comes to sending parcels. Some companies are extremely loyal to a specific carrier, while others are focused on the bottom line. Hitting a delivery target, or sending an item at the lowest cost are key priorities. Neoship ADVANCED provides the choices businesses are looking for.



- Multi-carrier shipping using USPS®, UPS® and FedEx®
- Cost and time saving opportunities with rate shopping:
  - Neoship automatically identifies the lowest cost or fastest delivery method for getting a parcel to its final destination
- An intuitive interface makes desktop shipping a breeze
- USPS® IM®pb compliant solution
- Discounted postage rates with Commercial Base Pricing
- Free address correction services
- Streamlined shipping workflow with batch processing

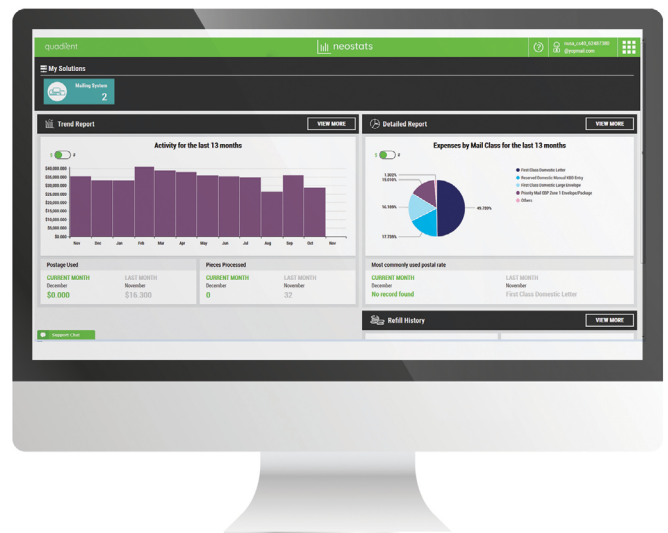
## MANAGE, CONTROL AND TRACK POSTAGE EXPENSES WITH NEOSTATS

This robust application provides tools to reconcile postage dollars down to 1/10 of a cent in minutes!

- Analyze postage expense data in summary or detailed formats
- Tighten postage forecasting and budgets by understanding postage usage trends on a daily, weekly, or monthly basis
- Optimize potential cost savings by reviewing use of USPS Mail Classes and Weight Break detail
- Create spreadsheets and eye-catching colorful graphs
- Export and share data for additional analysis

This flexible solution supports predefined and user-defined reporting parameters based on Mail Class, Account/Department, Weight Break, Presort and Operator details.

Neostats Enhanced supports a single mailing system. Upgrade to Neostats Consolidated to centralize postage expense data for multiple mailing systems at one location or across many.



## SPECIFICATIONS

USPS based IMI meter	Standard
Processing speed iX-5 HF	Up to 75 lpm
Processing speed iX-5 AF	Up to 110 lpm
Feeding capability iX-5 HF	Semi-automatic hand feed
Feeding capability iX-5 AF	Automatic feed
Color display	Standard
On-screen DIM calculations	Standard
Weighing platform	5 lb. Standard
Accounts/departments	100 Standard
Envelope minimum	3.5" X 5"
Envelope maximum	10" x 13"
Envelope thickness	Up to ½"
Envelope orientation	Landscape or portrait
Connectivity	LAN Standard
Job imprint memories	9
Neoslogan	Standard
Postage meter tapes	Yes, integrated automatic dispenser
4-digit PIN code	Standard
Neostats Basic postage expense reporting	Standard

## OPTIONS

Differential weighing	Available
External weighing platform	Available 10, 30 or 70 lb.
Accounts/departments upgrade	300 or 500
E-Services with Electronic Return Receipt	Available
Neostats Enhanced postage expense reporting	Available
Neostats Consolidated postage expense reporting	Available
Neoship PLUS online shipping software (USPS only)	Available
Neoship ADVANCED multi-carrier online shipping software	Available
IPV6	Available

## SYSTEM DIMENSIONS

iX-5 HF with envelope tray	33" x 15" x 12"
iX-5 AF with envelope tray	47" x 15" x 12"

Guided by Quadient's Sustainable Design and Responsible Manufacturing Policy, our products may contain reused components. For more Information, visit [www.quadient.com/about-us/sustainable-design-and-manufacturing](http://www.quadient.com/about-us/sustainable-design-and-manufacturing).



## About Quadient®

Quadient is the driving force behind the world's most meaningful customer experiences. By focusing on four key solution areas including Customer Experience Management, Business Process Automation, Mail-related Solutions, and Parcel Locker Solutions, Quadient helps simplify the connection between people and what matters. Quadient supports hundreds of thousands of customers worldwide in their quest to create relevant, personalized connections and achieve customer experience excellence. Quadient is listed in compartment B of Euronext Paris (QDT) and belongs to the SBF 120 index.

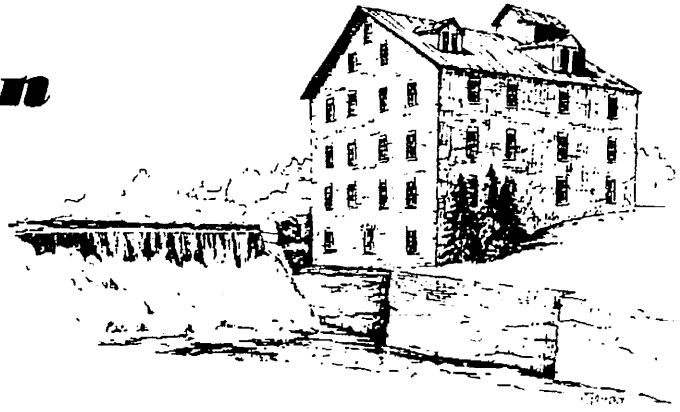
For more information about Quadient, visit [www.quadient.com](http://www.quadient.com)

# Town of Mendon

*Preserving the Past...*

*Protecting the Present...*

*Promoting the Future*



**TO:** The Honorable Town Board

**FROM:** Corey T. Gates, Code Enforcement Officer

**DATE:** September 29, 2025

**RE:** Mendon Green Subdivision – Sewer District 1 – Dedication

This memo is to inform the Board that action needs to be taken with regards to the Mendon Green sanitary sewer system. On December 12, 2024 Pittsford accepted the dedication of their portion of the system that conveys via connection at the Hedge Wood Lane neighborhood. The Town of Mendon has an accepted sewer agreement in place with Pittsford, and the terms of maintenance and operation are outlined in that agreement.

The sewer system agreement between the town's requires that Mendon shall accept for dedication the portion of the sanitary system that is within the Town of Mendon. Both the stormwater system and municipal water systems were previously accepted, but the sanitary system within Mendon town limits has yet to be dedicated. The easements for all utilities have also been filled previously.

There are 11 homes currently under construction in the Mendon Green subdivision, and to date three (3) Certificates of Occupancy have been issued, bringing the total number of homes to 14. The Town would generally take dedication of the road at 60% project completion or after seven years. At the current level of production, it is conceivable that the road would likely be eligible for dedication sometime in 2026. Additionally, Mendon Green Lane is having the top coat layer of asphalt applied this week which would essentially be the finish surface.

On September 18, 2024 the Town of Pittsford sewer department conducted a final inspection of the Mendon Green sanitary sewer in its entirety. I was present at the final inspection and witnessed the final camera survey as well as the completion of the punch list that was provided to the contractor. In conclusion, I would recommend that the Town Board resolve to take dedication of the sanitary sewer system as constructed.

Respectfully,

Corey T. Gates

*Code Official / Building Inspector*

*cc: file*

# TOWN OF PITTSFORD

SETTLED 1789

*Department of Public Works*

11 SOUTH MAIN STREET, PITTSFORD, NY 14534  
TEL. 585-248-6250 FAX 585-248-6262

October 8, 2024

Town of Mendon  
Attn: Corey Gates  
16 West Main Street  
Honeoye Falls, NY 14472

**RE: Mendon Green Subdivision - 2022  
Mendon Sewer District No.1 – Onsite Sewers –  
Recommendation for Final Sanitary Sewer Acceptance**

Dear Corey:

In coordination with you, the Town of Pittsford can verify that the Final Sewer Construction Punch List for the referenced project is now complete. Victor Excavating was able to address all of our concerns in a timely manner. As such, the constructed sewer system within the Mendon Green Subdivision can now be considered complete.

The Developers financial obligation to provide a minimum one-year operation and maintenance period will conclude on December 12 of this year. As such, **we recommend that the Town of Mendon take formal dedication of the sewer system** described below.

Mendon Green Subdivision – Onsite Sewers:

(Mendon Sewer District No.1)

1. Manhole SA-2 to Manhole SA-3 (134 LF - 8" PVC SDR 35 @ 1.85%)
2. Manhole SA-3 to Manhole SA-4 (219 LF - 8" PVC SDR 35 @ 1.39%)
3. Manhole SA-4 to Manhole SA-5 (176 LF - 8" PVC SDR 35 @ 0.54%)
4. Manhole SA-5 to Manhole SA-6 (184 LF - 8" PVC SDR 35 @ 1.19%)
5. Manhole SA-6 to Manhole SA-7 (165 LF - 8" PVC SDR 35 @ 1.04%)
6. Manhole SA-7 to Manhole SA-8 (78 LF - 8" PVC SDR 35 @ 3.49%)
7. Manhole SA-8 to Manhole SA-9 (218 LF - 8" PVC SDR 35 @ 6.88%)
8. Manhole SA-4 to Manhole SA-10 (217 LF - 8" PVC SDR 35 @ 1.41%)
9. Manhole SA-10 to Manhole SA-11 (192 LF - 8" PVC SDR 35 @ 1.01%)

Mendon's acceptance of this system should be taken with expressed understanding that the required Sanitary Sewer Easements have been filed, the sewer main extension was constructed in

October 8, 2024

RE: Mendon Green Subdivision  
Mendon Sewer District No.1 – Onsite Sewers –  
Recommendation for Final Sanitary Sewer Acceptance

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general conformance with the Project Plans, system testing was completed, and Record Plans have been received documenting the sewer installation. (We have attached a copy for your file.)

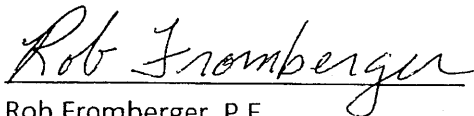
**At this time, we are looking to receive a formal letter from Mendon indicating your community has taken formal dedication of the Sanitary Sewer System within the Mendon Green Subdivision (Mendon Sewer District #1) effective December 12, 2024 .**

The Town of Pittsford is currently holding the Developer's Letter of Credit, in the amount of \$21,381.95, for the one-year operation and maintenance period. Once Mendon takes formal dedication of the Sewer System, we will proceed and release these funds back to the Developer.

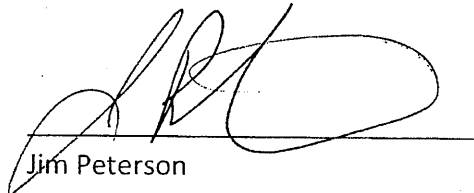
We also note that once the system is formally dedicated to the Town of Mendon, the Town of Pittsford will commence our formal operation and maintenance on your behalf in accordance with the terms and conditions of the 2006 Inter Municipal Agreement (IMA), "Sewer Transmission Agreement and Maintenance Contract between the Towns of Pittsford and Mendon".

If you should have any questions or concerns regarding the recommended Sanitary Sewer Dedication, please feel free to contact Rob Fromberger at 248-6250.

Sincerely,



Rob Fromberger, P.E.  
Town Engineer



Jim Peterson  
Sewer Foreman

Enclosure:  
Record Plans

CC:

Jerry Watkins – Riedman Properties  
Tom Fromberger, P.E. – Town of Mendon Review Engineer – MRB Group  
Paul Schenkel – Commissioner of Public Works  
Mike O'Leary – Pittsford Site Inspector  
Brian Dooley – Victor Excavating

File: L016 (Mendon Green - Recommendation for Mendon Final Sewer Acceptance).doc

# TOWN OF PITTSFORD

SETTLED 1789

*Department of Public Works*

11 SOUTH MAIN STREET, PITTSFORD, NY 14534  
TEL. 585-248-6250 FAX 585-248-6262

October 8, 2024

Riedman Properties  
Attn: Jerry Watkins  
45 East Avenue, 5<sup>th</sup> Floor  
Rochester, NY 14604

**RE: Mendon Green Subdivision - 2022**  
**Mendon Sewer District No.1 – Offsite Sewers - Final Sanitary Sewer Acceptance**

Dear Jerry:

We have just reviewed the Final Sewer Construction Punch List and can verify that Victor Excavating has addressed all of our concerns regarding the sewer extension from the existing manhole up to and including the constructed manhole (SA-2) located at the common town line between Mendon and Pittsford.

Effective December 12, 2024, the Town of Pittsford will accept dedication, full operation, and maintenance of the recently completed Sanitary Sewer Extension described as follows:

Mendon Green Subdivision – Offsite Sewers:

(Mendon Sewer District No.1 – Offsite Sewers within Pittsford)

1. Manhole SA-EX1 to Manhole SA-1 (115 LF - 8" PVC SDR 35 @ 1.30%)
2. Manhole SA-1 to Manhole SA-2 (113LF - 8" PVC SDR 35 @ 0.89%)

This action is being taken with expressed understanding that the required Sanitary Sewer Easements have been filed. Additionally, this sewer main extension was constructed in general conformance with the Project Plans, system testing was completed, and Record Plans have been received documenting the sewer installation.

The Developer's financial obligation to provide a minimum one-year operation and maintenance period for this dedicated Sanitary Sewer will effectively conclude in December and the project's retainage will be released from the Letter of Credit.

October 8, 2024

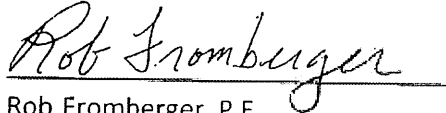
**RE:** Mendon Green Subdivision

Mendon Sewer District No.1 – Offsite Sewers - Final Sanitary Sewer Acceptance

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We also note that Final Punch List items within the Mendon Green Subdivision have also been completed and we will be recommending that the Town of Mendon take dedication of the on-site sewers within their community.

Sincerely,



Rob Fromberger, P.E.

Town Engineer



Jim Peterson

Sewer Foreman

CC:

Corey Gates – Town of Mendon

Tom Fromberger, P.E. – Town of Mendon Review Engineer – MRB Group

Paul Schenkel – Commissioner of Public Works

Mike O'Leary – Pittsford Site Inspector

Brian Dooley – Victor Excavating

File: L015 (Mendon Green - Pittsford Final Sewer Acceptance).doc

From: Grills, Lyla <Lyla.Grills@libraryweb.org>  
Date: Wed, Oct 15, 2025 at 4:26 PM  
Subject: Friends of Libraries Week  
To: John Moffitt <jmoffitt@townofmendon.org>  
Cc: Cynthia Carroll <ccarroll@townofmendon.org>, Michelle Booth <mbooth@townofmendon.org>, Paganelli, Kelly <Kelly.Paganelli@libraryweb.org>

Dear John (and Cindy and Michelle),

Next week is "National Friends of Libraries Week" and we want to get the word out and show appreciation and gratitude for the work of these wonderful volunteers. Current core members include: Mary Church (President), Linda-Ann Goodrum (Vice-President), Charlene Fisk (Treasurer), Hanna Berga, Tim Engstrom, Andrea Hills, Nancy Holtby, and Barb Mueller. We are sending a press release to The Sentinel. The Friends are setting up a display in the library throughout the week. The Board of Trustees purchased some book titles in honor of the Friends. I was wondering if The Town Board would be interested in issuing a Proclamation to recognize the contributions of The Friends? Below is a sample proclamation you could use. Thanks for considering!

National Friends of Libraries Week  
Sample Proclamation – Public Libraries

Whereas, The Friends of Mendon Library raise money that enables our library to move from good to great -- providing the resources for additional programming, special enhancements, and support for children's summer reading.

Whereas, the work of the Friends highlights on an on-going basis the fact that our library is the cornerstone of the community providing opportunities for all to engage in the joy of life-long learning and connect with the thoughts and ideas of others from ages past to the present;

Whereas, the Friends understand the critical importance of well funded libraries and advocate to ensure that our library gets the resources it needs to provide a wide variety of services to all ages including access to print and electronic materials, along with expert assistance in research, readers' advisory, and children's services;

Whereas, the Friends' gift of their time and commitment to the library sets an example for all in how volunteerism leads to positive civic engagement and the betterment of our community;

Now, therefore, be it resolved that (fill in name and title of official) proclaims October 19-25, 2025, as Friends of Libraries week in Mendon, NY, and urges everyone to join the Friends of the Library and thank them for all they do to make our library and community so much better.

LYLA GRILLS  
Director  
Mendon Public Library  
22 North Main Street  
Honeoye Falls, NY 14472  
585-624-6067

I have sent this at a time that is convenient for me; it is not my expectation that you read, respond or follow up on this email outside your hours of work.