

**The Organizational Meeting of the Mendon Town Board was held at 7:00 PM, Monday, January 5, 2026, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.**

**PRESENT:** Joseph Alati, *Supervisor*  
Tanner Cheek  
Rebecca Kreuzer *Town Board*  
Kimberly Roberts *Members*  
Thomas Voorhees

**TOWN CLERK:** Michelle Booth

**ATTORNEY FOR THE TOWN:** Megan Dorittie, Harter, Secrest & Emery LLP

**OTHERS PRESENT:** Tom Fromberger, *Town Engineer*, Peter Doyle, *Highway Superintendent*, Mary Louise Meisenzahl, and approx. 28 other people.

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

**AGENDA**

**(Resolution 26-001)**

A motion was made by Mr. Alati, seconded by Mr. Cheek, to adopt the agenda as amended.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye.

**POSITION APPOINTMENT - ATTORNEY FOR THE TOWN**

**(Resolution 26-002)**

A motion was made by Mr. Cheek, seconded by Ms. Kreuzer, that the Town Board approves the agreement with Megan Dorittie of Harter of Secrest & Emery LLP to appoint the position of Attorney for the Town with term to expire 12/31/2026. The fees will be \$425.00 per hour, not to exceed \$4,583.00 per month.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye.

Ms. Roberts had questions about communication protocols and rates. Ms. Dorittie explained that all board members would have the ability to contact her directly without going through the supervisor, though town employees would typically go through the supervisor. She confirmed she would be the primary contact person at her 120-lawyer firm, which would allow her to coordinate with specialists in various legal areas when needed.

Councilperson Cheek requested a fee cap of \$4,583 per month (equivalent to 10.5 hours of support), totaling \$55,000 per year, with any additional hours requiring board approval. Ms. Dorittie agreed to these terms.

## **PUBLIC COMMENT**

**Lauren Smith, 235 Boughton Hill Rd**, asked Ms. Kreuzer about the Universal Declaration of Human Rights that was being tabled, and Kreuzer explained it was a UN resolution from 40-50 years ago affirming certain human rights commitments.

**Teresa Winship, 1370 W Bloomfield Rd**, asked how the board would determine what the town residents think about the Universal Declaration of Human Rights.

**Gary Loope, 21 Semmel Rd**, suggested using a PA system to improve the audibility of the meetings.

## **DELEGATION OF ADMINISTRATIVE DUTIES TO THE SUPERVISOR (Resolution 26-003)**

A motion was made by Ms. Kreuzer, seconded by Ms. Roberts, to adopt the following:

BE IT RESOLVED, that pursuant to Town Law, §29(16) the Town Board hereby authorizes and delegates to the Town Supervisor powers and duties of day-to-day administration and supervision of all town and special district facilities and employees consistent with and in furtherance of any and all State and Federal laws applicable thereto and with any and all local laws, resolutions or policies heretofore or hereafter adopted by this Town Board.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye.

## **POSITION APPOINTMENTS – PART TIME (Resolution 26-004)**

A motion was made by Ms. Kreuzer, seconded by Mr. Voorhees, to retain the following part time positions and appoint the designated individuals to serve at the pleasure of the Town Board, term to expire December 31, 2026:

Code Compliance Officer - Corey Gates  
 Building Inspector - Corey Gates  
 Deputy Building Inspector – Tim Fess  
 Planning Officer – Corey Gates  
 Fire Marshall - Corey Gates  
 Building Department Clerk – Craig Osterling  
 Assessment Department Clerk - Bruce Fullerton  
 Court Clerk - Michelle Booth  
 Deputy Court Clerk - Alyssa Stevenson  
 Secretary to the Planning Board and ZBA – Brooke Buckland

Dog Control Officer- Kevin Junge  
 Building and Grounds: Kevin Junge

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**POSITION RETENTION  
 (Resolution 26-005)**

A motion was made by Ms. Kreuzer, seconded by Mrs. Roberts, to adopt the following:

BE IT RESOLVED, that this Town Board retains the position of Deputy Supervisor, established pursuant to Sec. 42 Town Law, term to expire December 31, 2026. During the absence or inability to act of the supervisor, or while the office of supervisor is vacant, the deputy supervisor shall preside, when present, at the meetings of the Town Board and shall be vested with all powers and may perform all of the duties of the supervisor under the Town Law.

BE IT FURTHER RESOLVED, that this Town Board retains the position of Secretary to the Supervisor Part Time, term to expire December 31, 2026.

BE IT FURTHER RESOLVED that this Town Board retains the position of Town Historian and Deputy Town Historian – Part Time, pursuant to Sec. 57.07 of the Arts & Cultural Affairs Law, term to expire December 31, 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**Supervisor's Notice:** The Supervisor appoints Moe Bickweat as Deputy Town Supervisor, Amy Harris as Secretary to the Supervisor-part time, Diane Ham as Town Historian part time, and Chris Carosa as Deputy Town Historian part time, all terms to expire December 31, 2026.

**DEPUTY TOWN CLERK-PART TIME – POSITION RETENTION AND APPOINTMENT  
 (Resolution 26-006)**

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to retain the Deputy Town Clerk – Part-Time position, with the full powers and duties of the town clerk, as authorized by law. Compensation to be set in the salary schedule.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

Town Clerk, Michelle Booth, notified the Board that she has appointed Alyssa Stevenson and James P. Merzke to the position of Deputy Town Clerk – Part-Time, terms to expire December 31, 2026.

## **HIGHWAY DEPARTMENT – POSITION RETENTIONS AND APPOINTMENTS**

### ***(Resolution 26-007)***

A motion was made by Mr. Voorhees, seconded by Mrs. Roberts, to retain the position of Secretary to Highway Superintendent, full-time.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### ***(Resolution 26-008)***

A motion was made by Mr. Voorhees, seconded by Mrs. Roberts, to appoint Denise Dexter to the position of Secretary to Highway Superintendent, full-time.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### ***(Resolution 26-009)***

A motion was made by Mr. Voorhees, seconded by Mrs. Roberts, to adopt the following:

BE IT RESOLVED, that this Town Board retains the position of Deputy Highway Superintendent – for a term to expire December 31, 2026. The Deputy Highway Superintendent functions during the absence or inability of the Town Highway Superintendent to act, and at that time is vested with all the powers and duties of the Town Highway Superintendent. This is a non-compensated position, unless otherwise stated.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

Highway Superintendent, Peter Doyle, notified the Board that he has appointed Denise Dexter to the position of Deputy Highway Superintendent.

## **ZONING BOARD OF APPEALS ATTORNEY – POSITION RETENTION AND APPOINTMENT**

### ***(Resolution 26-010)***

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to retain the position of Zoning Board of Appeals Attorney, and appointed David Hou, of the firm of Bond Schoeneck and King PLLC, term to expire December 31, 2026. A monthly cap of \$1,270 for an annual total of \$15,243 was set.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **PLANNING BOARD COUNSEL/LEGAL SERVICES – POSITION RETENTION AND APPOINTMENT**

### ***(Resolution 26-011)***

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to approve the following:

AUTHORIZING ENGAGEMENT AGREEMENT WITH DONALD YOUNG FOR THE PROVISION OF LEGAL SERVICES INCLUDING TO THE PLANNING BOARD FOR TOWN OF MENDON FOR 2026

BE IT RESOLVED, that the Engagement Agreement for Planning Board Legal Counsel/ Legal Services for the Town of Mendon with Donald Young is hereby approved, all for the provision of legal services by Donald Young to the Town of Mendon as specified therein, including as Planning Board counsel at the monthly fee of \$1,312.50 (\$15,750.00 annually) to render legal services to said Board, in lieu of those as might be customarily rendered and performed by the office of the Planning Board Attorney, which office, if any, is abolished, as well as for other legal services as may be requested at the hourly rate(s) set forth therein, and further that the Town Supervisor is hereby authorized to execute such Agreement, and that Donald Young be so engaged in accordance with such Agreement, term to expire December 31, 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**JUSTICE COURT – TEMPORARY ASSIGNMENT OF JUSTICES**  
**(Resolution 26-012)**

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to adopt the following:

BE IT RESOLVED, that this Town Board consents to the assignment of the Town of Mendon Justices, pursuant to New York State Uniform Justice Court Act §106(2), to preside in other Town or Village courts in the Seventh Judicial District as need arises during the year 2026, and the temporary assignment of other Town Justices to preside in Mendon Town Court as the need arises during the year 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**LAURA L. LANDERS, LLC**  
**(Resolution 26-013)**

A motion was made by Mrs. Roberts, seconded by Mr. Cheek, to retain Laura Landers, LLC, for finance consulting services for the fiscal year, term to expire December 31, 2026. Terms are set forth in a professional service agreement authorized by the Supervisor.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

Ms. Roberts noted that Laura Landers has been very helpful with town finances and supported retaining her.

**ESTABLISHING A COMMUNITY ENGAGEMENT ADVISORY**  
**COMMITTEE**  
**(Resolution 26-014)**

A motion was made by Ms. Kreuzer, seconded by Mr. Cheek.

WHEREAS, the Town Board of the Town of Mendon seeks to promote transparent, effective, and inclusive communication between the Town and its residents; and

WHEREAS, the Town Board finds it beneficial to receive advisory input and practical

support on promoting civic participation and public outreach practices;  
 NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby establishes the *Community Engagement Advisory Committee* as an advisory committee of the Town Board; and

BE IT FURTHER RESOLVED, that the Committee shall have no authority to set policy, direct staff, or take action on behalf of the Town, shall operate under the oversight of a Town Board liaison, in accordance with a charter approved by the Town Board.

BE IT FURTHER RESOLVED, That the Town Board directs the Town Clerk to advertise in all official media for interest in this committee and ask that all interested persons provide a letter expressing interest addressed to Rebecca Kreuzer, Town Board Liaison, 16 West Main St. Honeoye Falls, NY 14472.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

Ms. Roberts expressed concerns about the vagueness of the committee's purpose, noting that the town already communicates through the town Facebook page, website, the Sentinel, and through public comments and emails. She suggested tabling the resolution until it could be made more specific regarding its charge, in accordance with town policy on citizen committees. She also suggested including representation from various sectors of the community.

Ms. Kreuzer explained that the committee's purpose would be to improve transparency, break down barriers to information, and create creative solutions to promote community participation. She provided more details about the committee's specific charges, including recommending methods to improve information sharing, supporting public forums and educational efforts, identifying barriers to participation, coordinating with existing town committees and community organizations, and providing written recommendations to the town board.

## **LIAISONS**

Supervisor Alati appointed the following Town Board members, elected officials, or board appointed liaisons:

American Legion: Tanner Cheek

Community Engagement Advisory Committee: Rebecca Kreuzer

Environmental Conservation Board: Rebecca Kreuzer

Highway Department: Tom Voorhees

Historic Preservation Commission: Kim Roberts

Honeoye Falls Lima Central School District Recreation and Assets: Joe Alati

Library: Rebecca Kreuzer

Mendon Community Business Association: Joe Alati

Planning Board: Tanner Cheek

Zoning Board of Appeals: Tom Voorhees

### **TOWN BOARD MEETINGS SCHEDULE**

#### ***(Resolution 26-015)***

A motion was made by Ms. Kreuzer, seconded by Mrs. Roberts, to confirm the following schedule of Town Board Meetings for 2026, 7:00 PM Mondays as follows:

January 5 (Organizational Meeting), January 20, February 9, March 9, April 13, May 11, June 8, July 13, August 10, September 14, September 28, October 5, October 26, November 9, December 14 and December 28. Meetings will be held at the Town Hall, 16 West Main Street, Honeoye Falls, NY.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **STANDARD WORKDAY FOR ELECTED AND APPOINTED OFFICIALS**

#### ***(Resolution 26-016)***

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to adopt following:

WHEREAS, the Town of Mendon, pursuant to Regulation 315.4, is required to establish by resolution, a standard work day for each elective or appointive office or position for reporting purposes to the New York State and Local Retirement System, and WHEREAS, such resolution shall indicate the number of hours prescribed as a standard work day for each such elective or appointed office or position, and the expiration of the term for each such office or position, NOW, THEREFORE, BE IT RESOLVED, that the standard workdays for elected and appointed officials for the purpose of reporting days worked to New York State Retirement System are as follows:

#### **POSITION – STANDARD WORK DAY HOURS/RECORD OF ACTIVITIES REPORTING**

Highway Department Employees - 8 hours per day

Town Hall Employees - 7 hours per day

Library Employees - 7 hours per day

Refer to NYSERS Form RS-2417-A for individual hours being reported to NYSERS.

BE IT FURTHER RESOLVED, that the Town of Mendon will maintain an actual daily record of time worked for the elected or appointed official or that the official holding the office will record and submit to the clerk his or her work activities for a period of three consecutive months, and

FINALLY, BE IT RESOLVED, that for each elected and appointed official who has submitted a record of work activities pursuant to paragraph (i) of subdivision (a) of section 315.4, the total number of days per month to be reported will be based upon such record of work activities.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **2026 HOLIDAY SCHEDULES**

### ***(Resolution 26-017)***

A motion was made by Ms. Kreuzer, seconded by Ms. Roberts to approve the following 2026 Holiday Schedules:

Thursday, January 1 (New Year's Day)  
 Monday, January 19 (MLK Day)  
 Monday, February 16 (Presidents Day)  
 Monday, May 25 (Memorial Day)  
 Friday, June 19 (Juneteenth)  
 Friday, July 3 (Independence Day)  
 Monday, July 6 (Floater)  
 Monday, September 7 (Labor Day)  
 Monday, October 12 (Columbus Day)  
 Wednesday, November 11 (Veterans Day)  
 Thursday, November 26 (Thanksgiving)  
 Friday, November 27 (Floater)  
 Thursday, December 24 (Floater)  
 Friday, December 25 (Christmas)

### ***HIGHWAY DEPARTMENT***

Friday, April 3 (Good Friday)  
 Monday, May 25 (Memorial Day)  
 Friday, June 19 (Juneteenth) (floater)  
 Monday, June 29 (In lieu of MLK Day)  
 Tuesday, June 30 (In lieu of President's Day)  
 Wednesday, July 1 (In lieu of New Years Day)  
 Thursday, July 2 (floater)  
 Friday, July 3 (4th of July)  
 Monday, September 7 (Labor Day)  
 Monday, October 12 (Columbus Day)  
 Wednesday, November 11 (Veterans Day)  
 Thursday, November 26 (Thanksgiving)  
 Friday, November 27 (Floater)  
 Friday, December 25 (Christmas)

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **TOWN HALL OPERATING HOURS**

The Town Board acknowledges the 2026 Operating Hours for the Town Hall will be: Monday through Thursday, 8:00AM to 4:00PM, Friday, 8:00AM-1:00PM.

## **POLICY AND PROCEDURES MANUAL**

### ***(Resolution 26-018)***

A motion was made by Mr. Voorhees, seconded by Ms. Roberts, to adopt the Town of Mendon Policy and Procedures Manual for 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

Ms. Kreuzer expressed interest in reviewing the manual and potentially updating it during the year. The board agreed this could be done as recommendations throughout the year.

## **FUND BALANCE POLICY**

### ***(Resolution 26-019)***

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to acknowledge the adherence of the 2014 Fund Balance Policy as written for the A Fund, B Fund, DA Fund, DB Fund and the L Fund.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **EMERGENCY PREPAREDNESS (DISASTER) PLAN**

### ***(Resolution 26-020)***

A motion was made by Mr. Voorhees, seconded by Mrs. Kreuzer, to adopt the current Emergency Preparedness (Disaster) Plan for 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **OFFICIAL TOWN MAP**

### ***(Resolution 26-021)***

A motion was made by Mrs. Kreuzer, seconded by Mr. Voorhees, that the Official Town Map be updated as required by New York State Town Law to reflect any changes that occurred during the year 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **OFFICIAL NEWSPAPER**

### ***(Resolution 26-022)***

A motion was made by Ms. Kreuzer, seconded by Mr. Cheek pursuant to Sec. 64(11) Town Law, to designate *The Sentinel* as the official Town newspaper for 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **EMERGENCY RESPONSE – HIGHWAY DEPARTMENT**

### ***(Resolution 26-023)***

A motion was made by Mr. Voorhees, seconded by Ms. Kreuzer, that the Highway Superintendent is authorized to respond to requests from emergency providers for assistance during 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **MENDON FIRE HALL – ICE CONTROL**

#### ***(Resolution 26-024)***

A motion was made by Mr. Voorhees, seconded by Ms. Roberts to adopt the following:

WHEREAS, the Mendon Fire Hall is the alternate Town Emergency Operations Center, and

WHEREAS, it is essential for the above reason that the Mendon Fire Hall be accessible at all times.

NOW, THEREFORE, BE IT RESOLVED, that this Town Board authorizes the Town of Mendon to perform ice removal operations at the Mendon Fire Hall during the year 2026 as time and equipment availability permits.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **BOARDS, COMMITTEES, COMMISSIONS – ADVERTISE FOR MEETINGS**

#### ***(Resolution 26-025)***

A motion was made by Mrs. Roberts, seconded by Mr. Voorhees, to authorize the Town Clerk to advertise the meetings scheduled for the entire year as follows:

- Board of Assessment Review – 4<sup>th</sup> Tuesday in May 2026
- Climate Smart Communities Task Force - First Tuesday at 7:00PM, as needed
- Environmental Conservation – 2nd Tuesday of each month at 7:00PM, as needed
- Historic Preservation Commission – 2nd Wednesday of each month, 7:00PM, as needed
- Planning Board – 1st and 3rd Wednesday of each month at 7:00PM, as needed
- Town Board - per schedule above at 7:00PM
- Zoning Board of Appeals – 2nd and 4th Thursday of each month at 7:00PM, as needed

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **OFFICIAL UNDERTAKINGS**

#### ***(Resolution 26-026)***

A motion was made by Ms. Kreuzer, seconded by Mr. Voorhees, to approve the official undertakings required by Section 25 of NYS Town Law. The undertakings are provided by a blanket undertaking (as allowed by Section 11 of Public Officers Law) with Eastern Shore,

NYMIR, providing coverage in the amount of \$250,000 for employee dishonesty; \$100,000.00 for forgery or alteration, theft, disappearance and destruction for all officers and employees; with excess coverage for the Supervisor, Town Clerk, Tax Receiver and Finance Officer of \$500,000.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**SALARIES – ELECTED/APPOINTED/HOURLY WAGES**  
**(Resolution 26-027)**

A motion was made by Ms. Roberts, seconded by Ms. Kreuzer, to adopt the salaries of all elected and appointed officers and the rates of wages of hourly employees including premium pay and overtime (included in the Personnel Policy) and regular pay rates to be paid hourly as indicated below:

<b>Job Title</b>	<b>Salary</b>
Assessor	\$42,278.25
Building Inspector/Code Enforcement Officer	\$89,409.00
Court Clerk	\$14,020.65
Custodian	\$17.00-\$22.00/per hour
Deputy Building Inspector	\$110/per inspection
Deputy Court Clerk	\$23.10/per hour
Deputy Town Clerk	\$23.10/per hour
Deputy Town Supervisor	\$5,000 per year
Dog Control Officer	\$9,120.30
Fire Marshal	\$3,868.20
Historian	\$2,835.00
Planning Board Attorney & Legal Services	\$15,243.00
Planning Officer	\$2,054.85
Planning Board/Zoning Board Clerk	\$23.79-\$24.15 per hour
Recreation Leader	\$18.00
Secretary to the Highway Supervisor	\$26.75/per hour
Secretary to the Supervisor	\$23.79/per hour
Building & Grounds	\$32.55 per hour
Zoning Board Attorney	\$15,249.15
<b>Appointed Board Members</b>	
Assessment Board of Review	\$150/per year
Conservation Board Chair	\$60/per mtg
Conservation Board Member	\$40/per mtg
Planning Board Chair	\$75/per mtg
Planning Board Member	\$50/per mtg
Zoning Board Chair	\$75/per mtg
Zoning Board Member	\$50/per mtg
<b>Elected Officials</b>	
Councilperson (4)	\$10,740.50
Highway Superintendent	\$88,348.00
Town Clerk	\$80,496.15
Town Justice (2)	\$23,102.00
Town Supervisor	\$83,017.00
<b>Highway Department</b>	<b>Hourly</b>

Dispatcher (Winter)	\$27.00 - \$35.00
Maintenance Mechanic	\$30.00 - \$38.00
Mechanical Equipment Operator (Heavy Equipment)	\$27.00 - \$37.00

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**PERSONNEL POLICY – VARIABLE AMOUNTS ASSOCIATED WITH POLICIES  
(Resolution 26-028)**

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to adopt the following amounts and percentages associated with the Personnel Policy:

**Medical Benefits:**

Full-time employees hired prior to 1/1/10, will contribute fourteen percent (14%) of their monthly medical insurance, through payroll deduction.

Full-time employees hired after 1/1/10 will contribute eighteen percent (18%) of their monthly medical insurance premium, through payroll deduction.

Full-time employees hired after 1/1/15 will contribute twenty-percent (20%) of their monthly medical insurance premium, through payroll deduction.

Full-time employees hired after 1/1/18 will be eligible for a single + spouse (50%) policy through the Town's medical insurance. The Employee will contribute 20% of the premium. If the employee wishes to include eligible family members, the employee will pay 50% of the single premium plus the difference between the single premium and the coverage the employee chooses (family, etc.).

**RETIREEES**

All full-time personnel who retire in accordance with the rules and regulations of the New York State Employees' Retirement System, and are credited with at least 20 years' service with the Town, who are covered with health insurance by the Town immediately prior to retirement, or are eligible to be so covered, shall be entitled to a single policy of their choice offered by the Town, at 90% Town expense. Such policy may be provided either at the time of retirement or at a later date, at the Retiree's option. Health insurance coverage for immediate family members of the retiree will be at the retiree's expense.

When a retiree who meets the above criteria reaches age 65, the Town will pay the full cost of a single policy in the Medicare Supplement Program in which the Town participates, until the retiree's death or until coverage is provided from another source. The Town will pay 75% of the cost for retirees who began employment with the Town on or after January 1, 2000. At the retiree's option, the Town will pay the equivalent amount directly to a program of the retiree's choosing.

Retirees with 10 or more years' service, who meet the other requirements detailed above, are eligible for prorated coverage as follows: The percentage of the expense to be covered by the Town equals the number of years of service (rounded to the nearest full year) divided by 20.

**Dental Benefits:**

Eligible employees hired before 1/1/10 will contribute five percent (5%) of the monthly premium, through payroll deduction.

Eligible employees hired after 1/1/10 will contribute fifteen percent (15%) of the monthly premium, through payroll deduction.

Eligible employees hired after 1/1/15 will contribute twenty-five percent (25%) of the monthly premium, through payroll deduction.

Eligible employees hired after 1/1/18 will be eligible for a single + spouse policy and contribute 25% of the premium. If the employee wishes to include eligible other family members, the employee will pay 25% of the single premium plus the difference between the single + spouse premium and the coverage the employee chooses (family, etc.).

The Town will pay 25% of the dental premium for retirees.

**Medical Opt Out** – All eligible employees of the Town of Mendon, on an annual basis effective the first of each year, who take their health insurance coverage through a spouse's or significant other's plan from another employer will be paid an opt out of \$4,200 annually. Said benefit will be paid monthly in arrears, will be included in the employee's earnings statement, and will be subject to taxes. Employees must show proof of insurance annually.

**Health Reimbursement Account (HRA):**

The Town will make a deposit of \$1,200.00 into a Health Reimbursement Account (HRA) for each full-time employee.

**Clothing Allowance** – Full-time employees with the following job titles are eligible for a clothing allowance, in the amount of \$200.00 for 2026, to purchase proper clothing for work pursuant to the department's clothing standards: Highway Superintendent, Building and Grounds, Code Enforcement Officer, MEOs, and Mechanics. A receipt must be submitted showing the amount paid and a detailed description of the purchase. This is a taxable fringe benefit.

**Work Shoes** (steel toed boots) – Full-time employees with the following job titles, shall be reimbursed, up to \$300 per year in 2026, for the purchase of steel toed boots: Highway Superintendent, Building and Grounds, Code Enforcement Officer, MEO and Mechanics. A receipt must be submitted showing the amount paid and a detailed description of the purchase.

## Vacation Time – Personnel Handbook

### 4.02 ELIGIBILITY

Vacation periods are calculated based upon the calendar year. Full time employees are eligible for paid vacation in accordance with the following schedule:

Hire Date: 1/1-3/31 - Nine (9) days after 60 days.

Hire Date: 4/1-6/30 - Six (6) days after 60 days

Hire Date: 7/1-9/30 - Three (3) days after 60 days

Hire Date: 10/1-12/31 - No vacation days.

- On the January 1<sup>st</sup> following the date of hire – 10 working days then
- One additional day per year to a maximum of 25 working calendar days.

Vacation time shall be tracked by eligible hours. To convert one day into hours, use the average number of hours worked in a day in a work week. When determining vacation time used, the hours used must be based on the hours the employee would have worked on that particular work day.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### PAYROLL SCHEDULE

#### ***(Resolution 26-029)***

A motion was made by Mr. Cheek, seconded by Ms. Kreuzer, to adopt the 2026 salary payment schedule as follows:

1. January 2
2. January 16
3. January 30
3. February 13
4. February 27
5. March 13
6. March 27
8. April 10
9. April 24
10. May 8
11. May 22
12. June 5
13. June 19
14. July 3
15. July 17
16. July 31
17. August 14
18. August 28
19. September 11

- 20. September 25
- 21. October 19
- 22. October 23
- 23. November 6
- 24. November 20
- 25. December 4
- 26. December 18

The Town Clerk and the Town Supervisor are authorized to make ministerial adjustments when payroll dates conflict with holidays or emergencies.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **MILEAGE ALLOWANCE** ***(Resolution 26-030)***

A motion was made by Mrs. Roberts, seconded by Ms. Kreuzer, to approve the reimbursement for mileage in personal vehicle use, on Town business. It shall be at the IRS standard mileage rate in effect during 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **ANNUAL REPORT OF SUPERVISOR** ***(Resolution 26-031)***

A motion was made by Ms. Kreuzer, seconded by Ms. Roberts, to adopt the following: BE IT RESOLVED, that in lieu of preparing the financial report required by Section 29 (10) of the Town Law, the Supervisor shall, pursuant to Section 29 (10-a) of the Town Law, submit to the Town Clerk, within 90 days after the close of the fiscal year, a copy of the report to the State Comptroller required by Section 30 of the General Municipal Law the report will be on file in the Town Clerk's Office and will be available for public inspection and copying.

BE IT FURTHER RESOLVED, that this report be prepared by Laura Landers, LLC in an amount not to exceed \$3,000.00 from Acct. A1310.4.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **ANNUAL ACCOUNTING – TOWN BOARD COMMITTEE** ***(Resolution 26-032)***

A motion was made by Mr. Voorhees, seconded by Ms. Kreuzer, to appoint Ms. Roberts and Mr. Cheek to a Town Board Committee to meet for the purpose of an annual accounting, on or before April 1, 2026, or as soon thereafter as possible.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye.

### ***(Resolution 26-033)***

A motion was made by Ms. Kreuzer, seconded by Mr. Voorhees, to appoint Ms. Roberts and Mr. Cheek to a Town Board Committee to meet for the purpose of an annual

accounting of the Justice Courts, on or before April 1, 2026, or as soon thereafter as possible.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **OFFICIAL BANKS**

### ***(Resolution 26-034)***

A motion was made by Mr. Cheek, seconded by Ms. Kreuzer, to name the following as official banks of the Town of Mendon: Canandaigua National, Chase, Manufacturers and Traders Trust Company, NYCLASS. The Town Supervisor is hereby authorized to submit letters to the above-mentioned banks, stating that the Town of Mendon will not make any electronic transfers out of New York State.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **PAYMENTS BEFORE AUDIT**

### ***(Resolution 26-035)***

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to adopt the following: BE IT RESOLVED, pursuant to Section 118 (2) of the Town Law, that this Board authorizes the payment in advance of audit of claims for public utility services (electric, gas, water, sewer and telephone services), postage, freight and express charges, and BE IT FURTHER RESOLVED, that all such claims shall be presented at the next regular meeting for audit, and

BE IT FURTHER RESOLVED, that the claimant and the officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by this Board.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **REVIEW OF MONTHLY VOUCHERS**

The following is the schedule for Town Board Member review of the monthly vouchers:

January – Ms. Roberts & Ms. Kreuzer

February – Ms. Kreuzer & Mr. Cheek

March – Ms. Roberts & Mr. Voorhees

April – Mr. Voorhees & Mr. Cheek

May – Ms. Roberts & Ms. Kreuzer

June – Ms. Kreuzer & Mr. Cheek

July – Ms. Roberts & Mr. Voorhees

August – Mr. Voorhees & Mr. Cheek

September – Ms. Roberts & Ms. Kreuzer

October – Ms. Kreuzer & Mr. Cheek

November – Ms. Roberts & Mr. Voorhees

December – Mr. Voorhees & Mr. Cheek

**PETTY CASH FUNDS*****(Resolution 26-036)***

A motion was made by Mr. Alati, seconded by Mr. Cheek, to approve the following petty cash funds: Supervisor - \$50.00; Court Clerk - \$50.00; Town Clerk - \$100.00; Highway Superintendent - \$200.00; Library - \$50.00.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**FEE SCHEDULE*****(Resolution 26-037)***

A motion was made by Mr. Alati, seconded by Ms. Roberts, to adopt the 2026 Town of Mendon Fee Schedule below:

**ALL DEPARTMENTS**

Copies (8.5" x 11"): \$.25 per page

Notary Service: No Charge

Returned Check Fee: \$20.00

**ATHLETIC FIELDS**

One (1) use per week: \$100.00

Average use of two (2) times per week: \$250.00

Average use of greater than 2 times per week: \$400.00

See Use Policy for policies and insurance requirements.

**BUILDING DEPARTMENT****Avoidable Fire Alarm Fine**

Second (within 2 years): \$100.00

Third (within 2 years): \$200.00

Thereafter (within 2 years): \$300.00

**OPERATING PERMITS**

Buildings containing one or more areas of public assembly with an occupant load of 100 persons: \$50/annually

Energy Storage Systems: \$250/annually

Fireworks/Pyrotechnics: \$100/per event

Flammable Finishes: \$25/annually

Fumigation & Insecticide Applications: \$50/per event

Hazardous Activities (includes all H occupancies): \$500/annually

High Piled Combustible Storage: \$150/annually

Mobile Food Preparation Vehicles: \$25/per event OR \$200/annually

Sugarhouse Alternative Activities: \$100/annually

Temporary Structures, Tents, Membrane Structures: \$100/per event

Welding & Hot Work: \$25/annually

**Residential Occupancy**

New Construction (includes building equipment, building systems and garage):  
\$0.20 per square foot. \$300.00 minimum fee.

Addition, Remodel, Alteration, Renovation, Repair:  
\$100.00 up to 600 square foot. \$75.00 for each 500 square foot thereafter.

Accessory Structure (includes new or addition to a garage, barn, pool cabana, shed, greenhouse, deck, etc.)  
\$50.00 up to 1000 square foot. \$25.00 for each 500 square foot thereafter.

#### Other

- Burn Permit: \$25.00
- Construction Trailer: \$25.00
- Copy of Issued Permit: \$5.00 per permit
- Demolition: \$75.00
- Engineering Fees: at the discretion of the Building Department, any fees incurred in the review of plans and construction will be charged to the applicant at cost, plus 2% for administrative expenses.
- Electric Vehicle (EV) Charger: \$40.00
- Fence and Earth Berms: \$50.00
- Fireplace, Chimney, Solid Fuel Burning Device (repair or installation): \$50.00
- Free Standing Antennas (radio, wind turbines, etc.): \$75.00
- Geothermal (loop field and equipment): \$75.00
- Generator: \$100.00
- Outdoor Sporting Court with Fence: \$25.00
- Pond: \$50.00
- Re-inspection Fees: levied to the permit holder at the discretion of the Building Department when multiple inspections of the same item are required, \$25.00 per inspection.
- Removal of Fuel Storage Tanks: \$30.00
- Renewal/Extension of Permit: Original Fee + \$100 after (1) renewal
- Signs (including subdivision, home occupation, physician, vet, roadside stand): \$20.00
- Solar Panels: \$75.00
- Solar Farms: \$200/acre of leased/owned area
- Swimming Pool, above ground (includes fence and 200 square foot deck): \$50.00
- Swimming Pool, inground (includes fence): \$125.00
- Zoning Compliance Letter: \$40.00

#### **Commercial/Industrial Occupancy**

New Construction, excluding Communications Towers (includes structure building systems, building equipment and all common, public and tenant space):

\$0.22 per square foot, \$250.00 minimum fee

Communications Tower (leased/owned area):

\$3,500 (New) \$1,500 (New equipment, repair, replace)

Addition, Remodel, Alteration, Renovation, Repair (all or part of the structure): \$100.00 up to 1000 square feet. \$50.00 for each 500 square feet thereafter.

New or Added Shell Only: one half (1/2) the total amount of the permit fee as calculated above upon permit approval. A proportional share of the remaining permit fee will be payable upon permit approval for each common, public, and/or tenant area thereafter. Shell permits shall be issued only at the discretion of the Building Inspector

Accessory Structure (includes new or addition to a shed, barn, garage, pool cabana, solar collector, etc.): \$50.00 up to 1000 square foot. \$25.00 for each 500 square foot thereafter.

#### Other

- Burn Permit: \$25.00
- Construction Trailer: \$25.00
- Copy of Issued Permit: \$5.00 per permit
- Demolition: \$150.00
- Engineering Fees: at the discretion of the Building Department, any fees incurred in the review of plans and construction will be charged to the applicant at cost, plus 2% for administrative expenses.
- Electric Vehicle (EV) Charger: \$50.00/unit
- Fence and Earth Berms: \$60.00
- Fireplace, Chimney, Solid Fuel Burning Device (repair or installation): \$30.00
- Free Standing Antennas (dish, radio, television, etc.): \$50.00
- Generator: \$150
- Outdoor Sporting Court with Fence: \$30.00
- Pond: \$50.00
- Re-inspection Fees: levied to the permit holder at the discretion of the Building Department when multiple inspection of the same item is required, \$25.00 per inspection
- Renewal/Extension of Permit: Original Fee + \$150 after (1) renewal
- Sign, 0 to 30 square feet: \$30.00
- Sign, 31 to 50 square feet: \$50.00
- Sign, over 50 square feet: \$2.00 per square foot
- Solar Panels: \$100
- Solar Farms: \$250/acre of leased/owned area
- Swimming Pool (includes fence): \$150.00
- Zoning Compliance Letter: \$50.00

#### **COMMUNITY CENTER**

- Town of Mendon Residents: \$30.00/hour with three hour minimum and \$100 deposit
- Not for Profits and Service Organizations located in Mendon or for a resident within that organization: \$50.00 deposit
- For-Profits and Service Organizations located in Mendon or for a resident within that organization - \$200 minimum for use up to 4 hours, \$50 due for each hour over 4 hours. Requires Town Supervisor approval.

## **EXCAVATION FEES**

- Permit: \$125.00 per acre to be excavated
- Excavation (up to 10,000 cubic yards): \$500.00 per year
- Excavation (over 10,000 cubic yards): \$3,000.00 per year

## **HIGHWAY DEPARTMENT**

Driveway Permit: \$175.00

Road Cut/Right-of-Way: \$300.00

In addition, each applicant for a permit to perform work within the Town Right of Way shall deposit security with the Town in the form of cash or a letter of credit in an amount to be determined by the Highway Superintendent, such deposit to be returned upon satisfactory completion of the work covered by such permit, and upon the failure of the applicant to satisfactorily complete such work, to be used by the Town for completion thereof.

## **PLANNING/ZONING DEPARTMENT**

### **Planning Board**

#### **Residential**

Administrative Re-sub: \$150.00

Site Plan, one lot: \$350.00

Site Plan, each additional lot: \$50.00 each

Site Plan, accessory structure less than 1000 square foot footprint: \$125.00

#### Subdivision of Land

Application Fee, 1 to 4 lots: \$150.00

Application Fee, each additional lot (2-4): \$50.00 per lot

Application Fee, 5 or more lots: \$250.00

Application Fee, each additional lot (6+): \$50.00 per lot

Public Hearing: \$100.00

Review of Conservation Easements/Attorney Fees, 1-3 lots: \$75.00

Review of Conservation Easements/Attorney Fees, each additional lot (4+): \$25.00

Total cost not to exceed \$500.00.

#### **Commercial or Industrial**

Site Plan: \$300.00, plus \$25.00 per 1000 square foot

Site Plan, Cell Tower: \$1,000

Site Plan, Cell Tower Co-Locator: \$500.00 per co-locator

Subdivision of Land (including P.U.D.'s) Application Fee: \$150.00, plus \$25.00 per acre

Public Hearing \$200.00

#### **All Planning**

- Engineering Fee Deposit Site Plan: \$1,000.00 (includes administration fee)
- Engineering Fee Deposit Special Use Permit: \$250.00 (includes administration fee)

- Engineering Fee Deposit Subdivision: \$200.00 per lot (includes administration fee)
- EPOD Development Permit Application: \$50.00
- Map Resigning Fee: \$150.00
- Recreation Fee (All Applications): \$1,500.00 per lot
- Special Use Permit: \$250.00
- Special Use Permit Amendment: \$100.00

### **Zoning Board of Appeals**

Area Variance: \$250.00

Use Variance: \$500.00

Review of Code Enforcement Officer's determination/interpretation: \$100.00

Temporary Use Permit \$100.00

Additional Engineering Fees: in addition, any engineering costs incurred by the Town of Mendon during the Planning Board review, Zoning Board review and/or construction process, will be back charged to the applicant. Any amount in the Engineering Fee Deposit not expended for engineering costs incurred by the Town will be refunded to the applicant.

All of the above fees are payable, in full, at the time of application, with the exception of the Recreation Fee and Easement Review Fee, which are payable at Final Approval.

### **PUBLICATIONS/OTHER ITEMS**

- 1872 Map (historic) \$2.00
- Around Mendon and Honeoye Falls \$20.00
- From Forests to Farming \$10.00
- Hamlet Sign Print \$5.00
- Bells and Whistlestops \$3.00
- Mendon's Cobblestone Landmarks \$10.00
- Mendon Pond's Park - Fairchild's Dream \$25.00
- Migration to Mendon \$10.00
- Mugs \$4.00 each
- Murder and Mayhem \$20.00
- Rails to Trails \$20.00
- They Went They Fought They Won \$15.00

### **TOWN CLERK'S OFFICE**

- Dog License Spayed/Neutered: \$6.00
- Dog License Unspayed/Unneutered: \$15.00
- Dog License Service Dog (with paperwork from recognized organization): No Charge
- Dog Impoundment: \$28.00/day
- Dog Rabies Vaccination as part of impoundment: \$20.00
- Dog Impoundment at an emergency care facility: \$50.00/day

- Dog Emergency Exam during impoundment (other fees will be charged based on services provided by impound facility): \$80.00
- Games of Chance License: \$25.00 per occasion
- Marriage License: \$40.00
- One-Day Marriage Officiant permit (must be purchased at the same location as a license): \$25.00
- Marriage Transcript: \$10.00
- Peddler's Permit Applicant: \$500.00 per six (6) months,
- Peddler's Permit Employee of applicant: \$100.00 per employee for six (6) months

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **ENVIRONMENTAL CONSERVATION BOARD**

### **Chair Appointment**

#### ***(Resolution 26-038)***

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to appoint Peter Carosa as Chair of the Environmental Conservation Board, term to expire 12/31/26.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **CLIMATE SMART COMMUNITIES TASK FORCE**

### **Resolution (26-039)**

A motion was made by Ms. Kreuzer, seconded by Mr. Voorhees, to appoint Rebecca Kreuzer (Town Board Member) and Kim Roberts (Town Board Member) to the Climate Smart Communities Task Force.

There was discussion about adding a town employee and town resident to the Task Force. Ms. Kreuzer mentioned she had spoken with some town employees who had expressed interest. The board discussed running an advertisement in the newspaper to find a town resident to join the task force.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **HISTORIC PRESERVATION COMMISSION**

### **Chair Appointment**

#### ***(Resolution 26-040)***

A motion was made by Mr. Alati, seconded by Ms. Kreuzer, to appoint Geoff Tesch as Chair of the Historic Preservation Commission, term to expire 12/31/26.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **LIBRARY BOARD OF TRUSTEES**

### **Chair Appointment**

#### ***(Resolution 26-041)***

A motion was made by Mrs. Roberts, seconded by Mr. Cheek, to appoint Alicia Zysman-Cromwell as Chair of the Library Board of Trustees, term to expire 12/31/26.

The board clarified that the other trustees were midterm and did not need reappointment at this time.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **PLANNING BOARD**

### **Member Appointment**

#### ***(Resolution 26-042)***

A motion was made by Mr. Alati, seconded by Mr. Voorhees, to appoint James Snoddy to the Planning Board, for a five-year term ending December 31, 2031.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Chair Appointment**

#### ***(Resolution 26-043)***

A motion was made by Mr. Alati, seconded by Mr. Cheek, to appoint James Snoddy as Chair of the Planning Board, term to expire 12/31/26.

Ms. Roberts questioned why someone who was just being appointed to the board would be designated as chair, rather than someone with experience on the board.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, NAY; Mr. Voorhees, NAY; and Mr. Alati, Aye

## **ZONING BOARD OF APPEALS**

### **Member Appointment**

#### ***(Resolution 26-044)***

A motion was made by Mr. Alati, seconded by Mrs. Roberts, to appoint Vince Dick to the Zoning Board of Appeals, for a five-year term ending December 31, 2031.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Chair Appointment**

#### ***(Resolution 26-045)***

A motion was made by Mr. Alati, seconded by Mrs. Roberts, to appoint Chris Mahood as Chair of the Zoning Board of Appeals, term to expire 12/31/26.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **RECORDS MANAGEMENT ADVISORY BOARD**

### ***(Resolution 26-046)***

A motion was made by Mr. Voorhees, seconded by Ms. Roberts, to approve the Town Clerk's recommendation for Diane C. Ham to serve on the Records Management Advisory Board, term to expire 12/31/2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**(Resolution 26-047)**

A motion was made by Mr. Voorhees, seconded by Ms. Roberts, to approve the Town Clerk's recommendation for Mary Louise Meisenzahl to serve on the Records Management Advisory Board, term to expire 12/31/2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**BOARD OF ETHICS****(Resolution 26-048)**

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to approve Mary Louise Meisenzahl to serve on the Board of Ethics, term to expire 12/31/2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**(Resolution 26-049)**

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to approve Steve Maxon to serve on the Board of Ethics, term to expire 12/31/2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**(Resolution 26-050)**

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to approve Ron Mendrick to serve on the Board of Ethics, term to expire 12/31/2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**ENGINEERING/PLANNING SERVICES****(Resolution 26-051)**

A motion was made by Mr. Voorhees, seconded by Ms. Roberts, to continue the current relationship with MRB Associates to provide professional engineering/planning services to the Town at the discretion of the Supervisor, according to their 2026 Standard Hourly Rate Schedule.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**HIGHWAY DEPARTMENT AGREEMENTS****Commercial Driver's License Drug Testing Policy****(Resolution 26-052)**

A motion was made by Ms. Kreuzer, seconded by Mr. Voorhees, to continue with Healthworks through 2026, which provides the Town with a commercial driver's license drug testing program.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **TOWN HALL AGREEMENTS**

### **Heating and Cooling**

#### ***(Resolution 26-053)***

A motion was made by Mr. Voorhees, seconded by Mrs. Roberts, to enter into a new agreement with Schueler Heating and Air Conditioning for a Preventative Maintenance Agreement for the HVAC equipment at the Town Hall, including coverage for the four systems in the building through 2026 at a cost not to exceed \$1,050.00.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Security System**

#### ***(Resolution 26-054)***

A motion was made by Ms. Roberts, seconded by Ms. Kreuzer, to continue the current agreement with Tyco Integrated Systems (ADT) to provide security system monitoring services for the Town Hall during the year 2026 in the amount not to exceed \$876.24.

Mr. Alati noted that the town needs to review security systems and alarm systems for all town buildings in the future.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Sprinkler System Service**

#### ***(Resolution 26-055)***

A motion was made by Mr. Alati, seconded by Mr. Voorhees, to continue the current agreement with Flower City Sprinkler Services for sprinkler inspection service through 2026 at a cost not to exceed \$500.00 (\$125.00 per quarter).

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Fire Extinguisher Service**

#### ***(Resolution 26-056)***

A motion was made by Mr. Voorhees, seconded by Mrs. Roberts, to continue the current agreement with Global Fire Protection for extinguisher service for the Town Hall and all other town owned buildings through 2026 at a cost not to exceed \$1,300.00.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **COMMUNITY CENTER AGREEMENTS**

### **Heating and Cooling**

#### ***(Resolution 26-057)***

A motion was made by Ms. Kreuzer, seconded by Mr. Cheek, to enter into a new agreement with Scheuler Heating & Air Conditioning for a Preventative Maintenance Agreement for the heating equipment at the Town of Mendon Falls Post 664 Community Center, including coverage for the two systems in the building through 2026 at a cost not to exceed \$800.00.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**Security System**

***(Resolution 26-058)***

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to continue the current agreement with Casco Security Systems to provide security system monitoring services for the Town of Mendon Falls Post 664 Community Center during the year 2026 in the amount not to exceed \$288.00.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**22 NORTH MAIN STREET AGREEMENT**

**Heating and Cooling**

***(Resolution 26-059)***

A motion was made by Mr. Voorhees, seconded by Ms. Kreuzer, to enter into an agreement with Scheuler Heating & Air Conditioning for a Preventative Maintenance Agreement for the HVAC equipment at 22 North Main Street, including coverage for 2 York packaged heating and cooling units and 1 split cooling only system in the building through 2026 at a cost not to exceed \$800.00.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**Security System**

***(Resolution 26-060)***

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to continue the current agreement with Casco Security Systems to provide security system monitoring services for the Town of Mendon Library at 22 North Main Street, during the year 2026 in the amount not to exceed \$599.88.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**15 MONROE STREET (YOUTH CENTER) AGREEMENT**

**Heating and Cooling**

***(Resolution 26-061)***

A motion was made by Mr. Voorhees, seconded by Mr. Cheek, to enter into an agreement with Schueler Heating and Air Conditioning for a Preventative Maintenance Agreement for the HVAC equipment at 15 Monroe Street through 2026 at a cost not to exceed \$800.00. Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

**101 SEMMEL RD (HIGHWAY DEPARTMENT) AGREEMENT**

**Security System**

***(Resolution 26-062)***

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to enter into an agreement with Casco Systems to provide security system monitoring services for the

Town of Mendon Highway Department at 101 Semmel Rd during the year 2026 in the amount not to exceed \$396.00. Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **VILLAGE OF HONEOYE FALLS AGREEMENTS**

### **Reciprocal Snow Removal**

#### ***(Resolution 26-063)***

A motion was made by Mr. Alati, seconded by Ms. Kreuzer, to continue the current arrangement for snowplowing services to be performed by the Town within the limits of the Village of Honeoye Falls through the year 2026, with the addition of the arrangements made for the Village to plow the sidewalks at 15 Monroe Street and 22 North Main Street.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **HONEOYE FALLS-LIMA CENTRAL SCHOOL DISTRICT AGREEMENTS**

### **Use of Semmel Road Park**

#### ***(Resolution 26-064)***

A motion was made by Mr. Alati, seconded by Ms. Roberts, to continue the current arrangement with the Honeoye Falls-Lima Central School District to allow the use of the Semmel Road Park for School District sponsored cross country running and skiing meets in exchange for the maintenance of the tracks used for these meets and for residents of the community through 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **MONROE COUNTY AGREEMENTS**

### **Work Agreements**

#### ***(Resolution 26-065)***

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to authorize Supervisor Alati to execute various Monroe County Work Agreements for machinery rental, necessary operators and additional manpower for 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Signage and Striping Agreements**

#### ***(Resolution 26-066)***

A motion was made by Mr. Voorhees, seconded by Mr. Cheek, to authorize the Supervisor or Highway Superintendent, to execute the agreement with Monroe County regarding Signage and Striping for 2026.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **COMMUNITY ORGANIZATION AGREEMENTS**

### **Honeoye Falls-Mendon Community Concert Band**

#### ***(Resolution 26-067)***

A motion was made by Ms. Roberts, seconded by Ms. Kreuzer, to enter into an agreement with the Honeoye Falls-Mendon Community Concert Band to perform two (2) concerts for the residents of Mendon during 2026, at a cost of \$1,000.00 per concert held.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **Honeoye Falls-Mendon Historical Society (Resolution 26-068)**

A motion was made by Ms. Kreuzer, seconded by Ms. Roberts, to continue the current contract with the Honeoye Falls-Mendon Historical Society for the year 2026, to maintain a display of historic photographs and objects pertaining to the Town and the Town Hall in the lobby of the Town Hall, at a cost of \$700. The contract shall also provide that the Town will pay one-half of the actual cost of gas, electricity and telephone service for the Society's Museum at Harry Allen Park.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **USE OF TOWN MEETING ROOMS (Resolution 26-069)**

A motion was made by Mr. Alati, seconded by Mr. Voorhees, to adopt the following usage:

- A Town meeting room by the Mendon Republican Committee as available in the year 2026;
- A Town meeting room by the Mendon Democratic Committee as available in the year 2026;
- The Town of Mendon Falls Post 664 Community Center by the American Legion Honeoye Falls Post 664 on the second Thursday of each month in 2024 at 7:30 PM, and for their purposes on Memorial Day and Veterans Day. Further, use of the entire building on the second Thursdays in August and December.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **DOG IMPOUNDMENT FACILITY (Resolution 26-070)**

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to enter into a contract with Add-En-On Kennel for leased space in 2026 in relation to dog impoundment for the Town of Mendon, as per NYS Agriculture and Markets Law Article 7. Related fees are made a part of the Fee Schedule.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### **BUDGET ADJUSTMENT (Resolution 26-071)**

A motion was made by Mr. Cheek, seconded by Mrs. Roberts, to make the

following budget adjustment:

From: B1990.4	Contingency Account	\$3,302.00
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To: B4540.4	Ambulance Contracted Acct.	\$3,302.00
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Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **AMBULANCE CONTRACT**

### ***(Resolution 26-072)***

A motion was made by Mr. Alati, seconded by Mr. Cheek, for the Town of Mendon to continue the Contractual Ambulance Service with the Village of Honeoye Falls for 2026 and pay the Village \$203,302.00 from account B4540.4.

Mr. Voorhees and Mr. Cheek both expressed that the town board should take a serious look at the ambulance contract this year. Mr. Cheek mentioned that he had spoken with the village, who appointed Dan Harris as their representative to review the contract. Mr. Cheek requested to be appointed to work with Dan Harris and to speak with West Bloomfield to make the contract more equitable.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

### ***(Resolution 26-073)***

A motion was made by Mr. Cheek, seconded by Mrs. Roberts, to appoint Tanner Cheek as the designated board member to discuss the ambulance contract and propose changes to the board.

Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye

## **PUBLIC COMMENT**

**Rick Milne, Mayor of the Village of Honeoye Falls**, thanked the board for signing the ambulance agreement and clarified that all requested information had been provided to the town.

**Mariann Hughes, 1165 W Bloomfield Rd**, asked how people could join the Community Engagement Committee, and expressed her possible interest.

**Teresa Winship, 1370 W Bloomfield Rd**, asked for more information about the Climate Smart Communities Task Force and how it would represent the community.

## **ADJOURNMENT**

### ***(Resolution 26-074)***

A motion was made by Mr. Alati, seconded by Mr. Voorhees, to adjourn the meeting at 8:17 PM. Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye