

A Regular Meeting of the Mendon Town Board was held at 7:00 PM, Tuesday, January 20, 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*, and approx. 17 other people.

Supervisor Alati called the meeting to order at 7:00 PM.

Mr. Cheek requested a moment of silence to honor three DUSTOFF pilots from the New York Army National Guard—Chief Warrant Officer 5 Steven Skoda, Chief Warrant Officer 4 Christian Koch, and Chief Warrant Officer 2 Daniel Prial—who lost their lives during a training mission five years ago in the Town of Mendon. The Board and those in attendance observed a moment of silence.

The Pledge of Allegiance was recited.

AGENDA
(Resolution 26-075)

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to adopt the agenda as amended, adding several items.

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

PUBLIC COMMENT

Lauren Smith, 235 Boughton Hill Rd, addressed the position announcement and appointment of a bookkeeper (agenda item 9). She expressed concerns about the fiscal responsibility of the appointment, noting that the Supervisor's personnel budget line A1220.1 has an approved allocation of \$108,000. She detailed that with the Supervisor's salary of \$83,000, the secretary's salary of approximately \$23,790 (20

hours per week at \$23.79/hour), and the proposed bookkeeper at \$32/hour (potentially \$32,000 annually assuming similar hours), the total would exceed the budget by approximately \$30,000. She requested transparency regarding how this shortfall would be addressed.

Gary Loope, 21 Semmel Rd, expressed concerns about meeting management, noting that last month's meeting seemed chaotic with multiple board members talking simultaneously. Regarding the bookkeeper position appointment, he questioned whether the board should have acted on creating the position and setting a wage prior to hiring. He also raised concerns about the highway building renovation and whether the additional funds would change the low bidder status.

Before proceeding with the regular communications on the agenda, the Board addressed the amendments to the agenda:

Attorney Conflict of Interest - Buggy Whip LLC
(Resolution 26-076)

Town attorney, Megan Dorritie, provided details about a potential conflict of interest involving Harter Secrest & Emery's representation of Buggy Whip LLC in a permitting matter. The attorney explained that their firm of over 120 lawyers had previously assisted a local horse farm with permitting, which led to a referral to Buggy Whip LLC. The attorney assured the Board that safeguards would be in place, including internal firewalls to prevent information sharing between attorneys working on either matter.

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to waive the conflict resulting from Harter Secrest & Emery's representation of Buggy Whip LLC with respect to permitting matters unrelated to the town, and to enter into a waiver agreement.

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

Attorney Conflict of Interest - South Co
(Resolution 26-077)

Town Attorney, Megan Dorritie, presented a similar potential conflict involving South Co, which is challenging its tax assessment. The attorney noted that their labor and employment group advises South Co on unrelated matters. After discussion, the Board decided to gather more information before making a decision.

A motion was made by Mr. Alati, seconded by Mr. Cheek, to table the resolution regarding the South Co conflict waiver, to allow time to speak with the Assessor.

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

Highway Department Credit Card

(Resolution 26-078)

The Board discussed allowing the Highway Department to have its own credit card to streamline purchasing processes.

A motion was made by Mr. Alati, seconded by Mr. Cheek, to allow the Highway Supervisor, Peter Doyle, to apply for and use a separate highway department credit card from Canandaigua National Bank/FNBO to be used for accounts including Staples, Amazon, Home Depot, Tractor Supply, and various vehicle parts suppliers.

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

Highway Department Facebook Page

(Resolution 26-079)

The Board discussed authorizing a separate Facebook page for the Highway Department to communicate non-emergency information to the public. Board Member Kim Roberts expressed concerns about coordination of messaging, while Highway Superintendent Pete Doyle emphasized the need for timely communication about road conditions, closures, and maintenance.

A motion was made by Mr. Alati, seconded by Mr. Voorhees, to approve the following resolution, AUTHORIZING THE HIGHWAY DEPARTMENT FACEBOOK PAGE UNDER THE EXISTING TOWN SOCIAL MEDIA POLICY:

WHEREAS, the Town Board of the Town of Mendon recognizes the value of social media as a tool for communicating non-emergency information to the public, including notices about brush collection, road maintenance, road closures, and other highway related activities; and

WHEREAS, the Town Board previously adopted a resolution regarding *Town Social Media Accounts - Facebook* at its October 16, 2017 regular meeting, establishing that official Town social media accounts may be authorized by the Board and defining their use and management; and

WHEREAS, the Town Board desires to support the Highway Department's efforts to utilize social media platforms in accordance with that existing policy and prior Board determination to provide timely and useful information to residents;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Mendon hereby authorizes the Highway Superintendent and the Deputy Superintendent to create and maintain an official Town of Mendon Highway Department Facebook Page for the purpose of posting informational content regarding brush collection, road maintenance, closures, and other highway operations, consistent with the Town's existing Town Social Media Accounts policy adopted on October 16, 2017; only the Highway Superintendent and the Deputy Superintendent shall have authority to post matters on the page; and

BE IT FURTHER RESOLVED, that the Facebook page shall:

1. Be clearly identified as an official Town of Mendon Highway Department page and comply with any requirements previously set forth in the Town's existing Town Social Media Accounts policy; and
2. Contain appropriate disclaimers consistent with the existing policy regarding the nature of communications on social media (e.g., that communications via Facebook are not formal notices under law, and comments are subject to public record and applicable restrictions); and
3. Be subject to the oversight of the Town Supervisor or his designee, with account credentials and administrative access maintained in a secure, official Town account management system; and

BE IT FURTHER RESOLVED, that all content posted to the Highway Department Facebook page shall be non-political, consist of informational updates concerning Town operations and services, and be maintained in accordance with all other applicable Town policies, records retention and public information laws.

BE IT FURTHER RESOLVED, that the Town Board reserves the right to modify, suspend, or remove the Highway Department Facebook page at any time consistent with the existing Town Social Media Accounts policy.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately upon board approval.

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

COMMUNICATIONS

Michelle Booth reported that after the organizational meeting, she provided the village with a signed ambulance contract and published the approved legal notices in the Sentinel. She sent a signed contract and certified resolution to Don Young, the Planning Board Attorney, and updated the website to reflect all staffing changes. She tracked down newly appointed officials for oath book signatures and responded to numerous

inquiries from incoming officials regarding procedures, vouchering, and budgeting. She also coordinated with ADP regarding account changes and worked on banking and check signing issues during the transition. Ms. Booth mentioned that the 2026 Town and County tax collection had started. Finally, a very exciting piece of news. Ms. Booth submitted over \$54,000 in ARPA reimbursement money at the end of the year, which was fully approved. She noted there was over \$40,000 left for 2026 that could be submitted for reimbursement.

Tanner Cheek reported attending the Planning Board meeting, which approved subdivision of a property on West Bloomfield Rd and discussed an AT&T tower update request. He also attended the Legion meeting and noted they requested an update on the community center egress route from the basement. He reviewed the 2026 HF-Mendon Ambulance Contract and will meet with the HF Village representative, Dan Harris, later in the month.

Rebecca Kreuzer reported attending the Climate Smart Communities Task Force meeting and the Environmental Conservation Board meeting. She discussed pending appointments and possible discrepancies between the ECB's mission in town code versus their actual activities.

Kim Roberts reported on the Climate Smart Task Force and Historic Preservation Commission (HPC) meetings. She noted the HPC is looking to appoint new members, including ideally an architect. She also completed online training from the Association of Towns on open meeting law and first amendment issues in local government. Ms. Roberts suggested reviewing town policies at future meetings to ensure all are familiar with them and they are up to date. She also thanked the Highway Department for all their hard work, keeping the roads clear, and Michelle Booth for continuing to assist with payroll.

Tom Voorhees reported there was no ZBA meeting in January and mentioned plans to set up regular monthly meetings with the highway department.

Joe Alati reported meeting with banks to transfer account access, finalizing committee appointments, and meeting with Senator Pam Helmings who provided grant information and details about benefits for volunteer emergency services. He also attended the Monroe County Supervisors Association meeting and plans to meet with RG&E representatives and Monroe County Sheriff Baxter in the coming weeks.

Pete Doyle reported they've had 43 salt/plowing runs so far this season and recently received 500 tons of salt with 2,400 tons remaining in their contract. He mentioned a new loader would be delivered next week and that Kevin is conducting an energy audit

for potential LED lighting upgrades. He also reported the department is continually picking up Christmas trees and has hired some seasonal staff.

Town Clerk's Monthly Report - December 2025

(Resolution 26-080)

A motion was made by Mr. Voorhees, seconded by Mr. Cheek, to acknowledge receipt of the Town Clerk's monthly report for December 2025, showing receipts and disbursements in the amount of \$6,226.45.

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

MINUTES

(Resolution 26-081)

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to approve the minutes of the Town Board Meeting held on December 29th, 2025, as submitted.

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

(Resolution 26-082)

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to approve the minutes of the Town Board Annual Organizational Meeting held on January 5, 2026, as submitted.

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

Position Announcement and Appointment - Bookkeeper

(Resolution 26-083)

The Board discussed the creation of a bookkeeper position. Mr. Alati explained this was a part-time position (8-10 hours per week) at \$32/hour, and that there was adequate money in the budget to cover it without exceeding the allocated amount. He clarified that the secretary and bookkeeper positions are both part-time, leaving a balance of approximately \$25,800 in the budget after accounting for the secretary's salary. Board members discussed how this position would help alleviate the workload on the Town Clerk, who had been handling payroll duties in addition to her regular responsibilities.

A motion was made by Mr. Alati, seconded by Mr. Cheek, to acknowledge the creation of the position of Bookkeeper and the appointment, by Mr. Alati, of Janice Smith, to that position to be paid hourly at a rate of \$32.00/hour from account A1220.1 - Supervisor Personnel.

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

Environmental Conservation Board - Member Appointments
(Resolution 26-084)

A motion was made by Mr. Alati, seconded by Mr. Cheek, to appoint Jeff Clark and Mike Burke to the Environmental Conservation Board, term to expire 12/31/27.

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

Zoning Board of Appeals - Member Appointment
(Resolution 26-085)

The Board confirmed that David McInnis was aware of his appointment to this board, as his letter stated he was interested in the Planning Board.

A motion was made by Mr. Alati, seconded by Ms. Kreuzer, to appoint David McInnis 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

Climate Smart Communities Task Force - Clarification
(Resolution 26-086)

Ms. Kreuzer clarified that this was to specify the term length for appointments that were made at the organizational meeting on January 5, 2026.

A motion was made by Ms. Kreuzer, seconded by Mr. Cheek, to clarify that Kim Roberts and Rebecca Kreuzer's appointments to the Climate Smart Communities Task Force was for 2 years with terms to end on 12/31/2027.

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

Historic Preservation Commission - Member Appointments

(Resolution 26-087)

Ms. Roberts explained that the Historic Preservation Commission ideally includes either an architect or realtor, and they are still looking to fill one more position.

A motion was made by Ms. Roberts, seconded by Ms. Kreuzer, to appoint Kaley Catlin and Lynn Buehlman as members of the Historic Preservation Commission, term to expire 12/31/27.

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

Abstract of Audited Vouchers

General Abstract A

(Resolution 26-088)

A motion was made by Ms. Roberts, seconded by Ms. Kreuzer, to approve all claims on vouchers numbered 26-001 to 26-045, on General Abstract 26-1, in the amount of \$427,975.73.

Ms. Roberts explained that the amount was larger than originally stated in the agenda because of the added New York State retirement payment of \$271,185.00

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

Highway - Declaration of Surplus

(Resolution 26-089)

Highway Superintendent Pete Doyle explained that the Fisher 1000 Tailgate salter was a small hitch-mount unit that was no longer needed after the Buildings and Grounds department purchased a truck with a larger salt spreader.

A motion was made by Mr. Alati, seconded by Ms. Roberts, to declare the following as surplus, and authorize its disposition at RTI Auctions – Roy Teitsworth Inc.:

- 2024 Fisher 1000 Tailgate salter
- 2016 Western Star 6-Wheel Dump Truck - Model 4700

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

Highway Superintendent - Training Attendance & Payment Approval

(Resolution 26-090)

A motion was made by Ms. Roberts, seconded by Mr. Cheek, to authorize the Highway Superintendent, Pete Doyle, to attend the following Cornell Local Roads Program workshops, at a cost not to exceed \$90.00 for each workshop to be paid from account A5010.4:

- "Local Roads Done Right" - March 17, 2026 - Canandaigua, NY
- "Running Your Highway Department" - April 22, 2026 - Rochester, NY

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

Highway Building Renovation**(Resolution 26-091)**

Highway Superintendent Pete Doyle explained that Finger Lakes Construction had not included prevailing wage rates in their original quote, which added 30-35% to the cost. He clarified that their price was still lower than other bidders, and that highway staff would be handling some of the installation work to keep costs down.

A motion was made by Mr. Alati, seconded by Ms. Kreuzer, to increase the amount authorized in Resolution 25-333 from \$20,000 by an additional amount not to exceed \$8,000, to be paid from account A1620.4.

This increase is necessary because the original quote from Fingerlakes Construction did not include prevailing wage, and the original resolution did not include the \$3,000 quote from Schueler Heating & A/C for the heating duct work. These funds will be used for renovations to the cold storage building to add insulation and heat to the remaining three bays of the six-bay building.

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

Abstract of Audited Vouchers - Highway**(Resolution 26-092)**

A motion was made by Ms. Roberts, seconded by Ms. Kreuzer, to approve all claims on vouchers numbered 26-001 to 26-016, on Highway Abstract 26-1, in the amount of \$41,794.19.

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

Library Abstract - January

Library vouchers numbered 26-001 to 26-003, on Library Abstract 26-1, in the amount of \$1,335.94, were presented to the Town Board for payment.

Advertising - Approval

Community Engagement Advisory Committee (Resolution 26-093)

A motion was made by Mr. Cheek, seconded by Ms. Kreuzer, to approve the advertisement in the Sentinel to run an ad for membership of Mendon residents on the Community Engagement Advisory Committee, at a cost not to exceed \$50.00 from account A1010.4.

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

Climate Smart Communities Task Force (Resolution 26-094)

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to approve the following advertisement in the Sentinel at a cost not to exceed \$50.00 from account A1010.4:

PLEASE TAKE NOTICE that the Town of Mendon is seeking one (1) community member to serve on the Town of Mendon Climate Smart Communities (CSC) Task Force.

The CSC Task Force is an advisory body that assists the Town Board in identifying, reviewing, recommending, and documenting actions that promote environmental sustainability, climate resilience, and energy efficiency within the Town of Mendon.

Applicants must be residents of the Town of Mendon and have an interest in environmental issues, sustainability, or related community initiatives. Prior experience is welcome but not required.

Interested residents are encouraged to submit a letter of interest and resume outlining their background and interest in serving on the CSC Task Force to the Mendon Town Clerk's Office, 16 West Main Street, Honeoye Falls, NY 14472, or via email to mbooth@townofmendon.org, by February 13, 2026.

Appointments will be made by the Mendon Town Board following review of submitted applications.

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

PUBLIC COMMENT

Gary Loope, 21 Semmel Rd, asked for updates on projects that were in process prior to the start of the year, including the Stoney Lonesome Road, sidewalk expansion to the Hamlet, and expansion of the soccer fields. He also requested that the Board minimize last-minute changes to the agenda, as it doesn't give the public adequate time to review and prepare comments.

Lauren Smith, 235 Boughton Hill Rd, reiterated her concerns about the bookkeeper position, noting that with the Supervisor's salary (\$83,000) and secretary salary (\$24,000) totaling \$107,000, that would only leave \$1,000 for the bookkeeper if staying within the \$108,000 budgeted amount.

ADJOURNMENT

(Resolution 26-095)

A motion was made by Mr. Alati, seconded by Ms. Kreuzer, to adjourn the meeting at 8:12 PM. Adopted: Mr. Cheek, Aye; Ms. Kreuzer, Aye; Ms. Roberts, Aye; Mr. Voorhees, Aye; and Mr. Alati, Aye