

A Regular Meeting of the Mendon Town Board was held at 7:00 PM, Tuesday, May 11, 2026, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

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

TOWN CLERK: Michelle Booth

OTHERS PRESENT: Peter Doyle, *Highway Superintendent*, Tom Fromberger, *Town Engineer*, and about 35 others.

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

AGENDA

(Resolution 26-158)

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

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

PUBLIC COMMENT

David Emmi, 3808 Rush Mendon Rd, spoke regarding the work being performed at his property. He expressed concern that inaccurate information has been circulating within the community and stated that no one had contacted him directly to discuss the matter. Mr. Emmi said he wanted to clarify the facts and provide his perspective on the situation. He further stated that, in his opinion, the matter has not been handled professionally by the Town.

Emily Repass, spoke about the Totiakton Girl Scout service unit's use of the old library building at 15 Monroe Street. She described how the space, which had been unoccupied for years, was transformed through over 80 hours of volunteer work by her sister Mary, who earned the Girl Scout Gold Award for the effort. The building now serves eight troops for meetings and storage. Ms. Repass invited Board members and the community to an open house at the Girl Scout House on Tuesday, May 26, 2026, from 6:00 to 7:00 PM.

Andy Desmann, 19 Charleston, representing the Mendon Square HOA Board of Directors, confirmed that the Board had received the HOA's communication sent that morning and requested it be entered into the public record. The communication sought information on the status of an alleged stop work order issued April 9th, the status of an

appearance ticket related to a violation of town code, and assurances that future activities at 3808 Rush Mendon Rd would be properly permitted and comply with all applicable town codes, including setbacks from residential properties.

Kelly Wick, 29 Hampshire Lane, requested that her letter dated April 15th be entered into the record. Her letter addressed the property at 3808 Rush Mendon Road, noting concerns about zoning compliance, including the 100-foot setback requirement for driveways from residential property, the lack of apparent permits, and the presence of an accessory structure without a permitted principal use on the property. The letter was as follows:

April 15, 2026

To:

Mr. Joseph Alati, Town Supervisor

Mr. Corey Gates, Building Inspector / Code Compliance Officer

CC:

Town Board

Town Clerk

Highway Superintendent

Town of Mendon

16 West Main Street

Honeoye Falls, NY 14472

Subject: *Request for Zoning and Code Enforcement Review – 3808 Rush Mendon Road (Driveway/Accessway, Setbacks, Permits, Accessory Structure)*

Executive Summary

*We respectfully submit this letter for inclusion in the Town Board record and to request Town review of apparent unpermitted construction activity and potential noncompliance with applicable provisions of the Town of Mendon Code and New York State regulations at **3808 Rush Mendon Road, Mendon, NY 14506**. Based on observed site conditions, this request concerns driveway/accessway construction, grading, setbacks, accessory structures, required approvals, and prohibited open burning. We respectfully request verification of applicable approvals and enforcement action if violations are confirmed.*

Introduction

Mr. Alati and Mr. Gates:

We respectfully request the Town's review and enforcement of applicable provisions of the Town of Mendon Code (including Zoning, Uniform Code Enforcement, and district regulations), as well as relevant New York State regulations, regarding conditions observed at the above-referenced property. The following sections summarize the observed conditions, relevant code provisions, and the actions requested, subject to Town determination of applicability and authority.

1. Property Summary (Observed Conditions)

Based on site observations and publicly visible information, the following conditions were observed:

- Construction of a new gravel driveway/accessway exceeding 200 feet in length
- Grading and soil disturbance along the driveway corridor
- Placement of a movable shed or outbuilding
- Presence of a metal burn barrel
- No permits or approvals observed posted at the site

2. Summary of Alleged Violations / Conditions Requiring Review

The following items appear to require Town review and verification under the cited provisions.

A. Construction Commenced Without Required Approvals

Potential Violation: Construction commenced prior to required Town approvals

Code Citation: Zoning Article III §260-8(A)

"Start of construction shall not commence until the Town has given final subdivision or site plan approval..."

Observed Condition: Driveway construction and grading activities appear to have occurred without evidence of site plan approval, early-start authorization, or permits posted at the site.

B. Driveway Setback from Adjacent Residential Property

Potential Violation: Driveway located within required setback area

Code Citation: Zoning Article III §260-17(G) (Business District)

“Side and rear setbacks adjacent to any residential district shall be a minimum of 100 feet...”

Observed Condition: *Based on site photographs, the driveway appears to be constructed within 100 feet of the Mendon Square Homeowners Association common area located west of Hampshire Lane. Section §260-17(H) further provides that no site preparation or construction shall commence until site plan approval has been granted.*

C. Long Accessway Not Improved to Town Standards

Potential Violation: *Accessway exceeding 500 feet not improved to required standards*

Code Citation: *Zoning Article III §260-8(D)*

“Any accessway over 500 feet in length shall be improved to meet Town requirements.”

Observed Condition: *The driveway appears to exceed 500 feet in length. There is no evidence, to our knowledge, of Town approval or compliance with required standards relating to width, grade, drainage, or construction.*

D. Accessory Structure (Shed) Placement

Potential Violation: *Accessory structure installed without a principal permitted use*

Code Citation: *Chapter 260 §260-17(C)(1)*

“Private garages and storage buildings...used in conjunction with a permitted principal use.”

Observed Condition: *A shed or accessory structure appears to be placed in an open field without evidence of a principal permitted structure or an accessory structure permit.*

E. Open Burning / Burn Barrel (Informational Item)

Authority: *New York State Department of Environmental Conservation*

Regulation: *6 NYCRR Part 215*

Observed Condition: *A burn barrel is present on the property. Burn barrels used for refuse are prohibited statewide. While this*

item may not constitute a zoning violation, it is included for informational purposes and referral to the appropriate authority, as burning refuse in barrels is prohibited under NYS DEC regulations and may constitute a fire hazard depending on location and use.

3. Requested Corrective Actions (Subject to Town Determination)

We respectfully request the Town consider the following actions, as applicable:

1. *Verify whether required approvals and permits were obtained prior to commencement of site work*
2. *Require submission of permit applications, as applicable, including:*
 - *Building permit for driveway/accessway*
 - *Highway Superintendent driveway approval*
 - *Site plan approval*
 - *Accessory structure permit*
3. *Require submission of a certified survey and/or site plan showing:*
 - *Driveway alignment*
 - *Distance to property lines*
 - *Total length of accessway*
4. *If violations are confirmed, require corrective action to bring the driveway into compliance with Town standards*
5. *Refer the burn barrel condition to the appropriate authority, if applicable*
6. *Require removal, relocation, or permitting of the accessory structure as determined appropriate*

4. Supporting Documentation Submitted for Record

- *Exhibit A – Town of Mendon Zoning District Map*
- *Exhibit B – Mendon Square HOA site materials relevant to boundary/common-area limits*
- *Exhibit C – Site photographs showing driveway alignment, grading, accessory structure, and burn barrel*

5. Requested Town Board Actions

We respectfully request that the Town Board:

- *Accept this submission into the official record*
- *Direct appropriate Town officials to verify compliance and confirm applicable approvals*

- *Require documentation sufficient to determine compliance with zoning, site plan, driveway, and permit requirements*
- *If violations are confirmed, direct issuance and enforcement of appropriate notices and corrective measures*
- *Confirm which approvals must be secured before any additional work proceeds*

Conclusion

We appreciate the Town's review of this matter and respectfully request written confirmation of the Town's findings and any actions taken. Our intent is to ensure that development proceeds in a manner consistent with the Town of Mendon Code and applicable state regulations.

Respectfully submitted,

Dale Wick – 585-733-0705

Kelly Wick – 585-732-9406

*29 Hampshire Lane
Mendon, NY 14506*

John Wandtke, 27 Hampshire Lane, echoed the concerns about 3808 Rush Mendon Road, expressing worry that the property owner may be planning an industrial use on a commercially-zoned parcel. He noted that the stone roadway installed on the property appeared to be of a scale well beyond a personal driveway and that it appeared to be within 100 feet of the HOA's property line.

COMMUNICATIONS

Town Clerk Michelle Booth, reported that as of that date, just over 96% of the tax warrant had been received, with collection continuing through May 31st with additional interest and fees. She announced the arrival of a new Sharps disposal kiosk available during regular business hours, which had already received positive feedback. She noted the town's transition to new software, with her office going live on June 1st. She reported ongoing coordination with Complete Payroll on New York State retirement reporting, an upcoming budget and reserves training on May 20th, and that the Town of Rush was holding a public hearing regarding a solar moratorium. She reminded residents that the New York State burn ban ends Thursday and that burn permits should be obtained through the building department. She noted that the tentative 2026 assessment roll had been posted to the town website.

The Clerk also reported that Ad-En-On Kennels, the town's dog control provider, failed its New York State inspection due to updated state parameters, and that the state's suggested alternative—a facility in Corning—was not considered practical. She noted the Town would research other options, including grant opportunities.

The Clerk reported receipt of a public inquiry from a resident questioning the RFQ posted for 13 Victor Mendon Road, asking whether any property owner bordering a creek is eligible for town-funded erosion abatement, whether it is legal to offer such services to one taxpayer and not others, and whether the Board had voted on the matter.

She further reported on approvals for gaming licenses and fireworks displays, including a carnival and two additional fireworks displays on June 18th and June 26th. She also noted a resident inquiry about using the community center parking lot for a driving class.

Highway Superintendent Pete Doyle reported that the brush pickup would be completed by Wednesday of that week, after which the department would shift focus to catch basin replacements and road repairs in advance of the Boughton Hill Road project, scheduled to begin after Memorial Day. He reported the delivery of the first of two new dump trucks, with the second expected that week. He noted that a radiator replacement costing \$3,700 on an aging truck had reinforced the department's rationale for a seven-year equipment replacement plan over a ten-year schedule. He reported the wood chipper was in service, that he would be meeting with the Mendon Fire Department regarding the Taylor Road closure planned for after Memorial Day, and that the Taylor Road closure at Chamberlain Road for water main relocation would occur on June 8th, with the full closure expected at the end of July through the first week of August.

Town Engineer, Tom Fromberger reported on ongoing grant activity. A second round of records retention grant funding had been submitted, with a decision expected in July or August. Two proposals were submitted under the upcoming May 18th CFA grant application cycle: one for MS4 stormwater planning and mapping, and one for culvert planning for larger undersized culverts. He noted the town's work on the retaining wall project at 13 Victor Mendon Road, for which an RFQ had been solicited. He reported that the Miles Square Road sidewalk project, supported by a \$115,000 county grant against an estimated \$230,000 total cost, may come in slightly over budget, with final numbers expected in the coming weeks. He noted the town attorney had been helpful in advancing easement work for the sidewalk project.

Town Attorney, Megan Dorittie, reported that her office had been engaged in ongoing operational support including procurement questions, records retention, and easement work for the sidewalk project. She noted that one remaining tax assessment case from the prior year involving South Co had been resolved through negotiation. The settlement involves no refunds and a modest reduction in assessed value from \$2,350,000 to \$2,200,000, effective 2026 and in place for approximately three years.

Town Board

Tom Voorhees reported on attendance at the April 15th highway department monthly meeting, where he observed progress on the cold storage building and commended highway employees for their installation work. He reported on discussions regarding Stoney Lonesome Road, portable speed signs, proposed changes to the procurement policy, and employee handbook concerns including possible vacation day carryover. He also reported attending a ZBA meeting on April 23rd where an area variance application for ground-mounted solar panels was continued due to dimension discrepancies on the submitted site plan. He noted attending a May 7th site walk on Miles Square Road with the highway superintendent, town engineer, and code enforcement officer to review sidewalk and drainage work.

Kim Roberts reported on attendance at Climate Smart Task Force meetings on April 7th and April 21st, as well as a Historic Preservation Commission meeting on April 8th where approximately 55 corrections were made to the updated EPOD 5 map. She raised concerns regarding the RFQ issued for 13 Victor Mendon Road without prior town board authorization, noting that the engineer's report had identified the project for spring 2026 construction with an earlier proposal already in hand. She stated that both RFQs and RFPs, while not explicitly addressed in the current procurement policy, should require board authorization prior to issuance. She also raised the issue of a resolution from last month regarding a completed investigation, noting that the absence of an HR director creates a gap in employee complaint routing, and suggested the town consider re-engaging an outside HR specialist. She further requested an update on the former Critics property easement and on the status of ambulance contract discussions with the Village.

Tanner Cheek provided an update on EMS service discussions with the Village of Honeoye Falls and the Town of West Bloomfield. He described an exploratory proposal to establish a second ambulance shift stationed at the Mendon Fire Hall, which would improve response times and provide redundancy. He noted that cost modeling, expected call volume, and insurance reimbursement rates are being analyzed, with a more formal presentation to follow. He also confirmed there had been no planning board meeting since the last town board meeting, and noted his work on the procurement policy draft and a review of the facilities use policy. He reported attendance at a memorial ceremony for Don Menz, an American Legion veteran and longtime Mendon resident.

Tanner Cheek also conveyed remarks on behalf of Rebecca Kreuzer, who was traveling and unable to attend. Ms. Kreuzer attended the ECB meeting on April 7th, which continued discussion on reconciling the gap between town code descriptions of ECB functions and actual ECB activities. She attended the Honeoye Falls Environmental Fair on April 25th, two CSC Task Force meetings, and the library meeting on May 4th, where the library was selected for a \$17,000 grant. She also worked with the town attorney and the New York State Department of State regarding teleconferencing options for town board meetings, with a workable path forward identified under Public Officers Law §104.

CLIMATE SMART TASK FORCE UPDATE

Climate Smart Communities Task Force Chair, Peter Carosa, presented the task force's strategic action plan. He explained that the New York State Climate Smart Communities program provides guidance, technical support, and grants to local governments that implement actions aligned with the program's ten pledge elements, and that municipalities can earn recognition and certification tiers from bronze to gold. The Town of Mendon became a registered Climate Smart Community when the Town Board adopted the ten-point pledge last fall, earning 30 points upon establishment of the task force.

The task force's strategic goal is to identify a pathway to bronze certification—requiring a minimum of 120 points—by the end of 2026. The plan is built on three principles: staying on time, remaining on budget, and aligning actions with Mendon's rural character. During the second quarter, the task force has been cataloging existing eligible actions. In the third quarter, they will evaluate remaining program offerings using a rubric prioritizing low-cost and no-cost actions. By year's end, the task force will deliver a bronze certification pathway report to the Town Board, timed to align with the DEC's annual grant application deadline in July and the town's budget presentation in September. Mr. Carosa emphasized that the task force is not undertaking any new actions; rather, it is conducting research and presenting options for the Town Board to consider. The Board expressed strong appreciation for the task force's work.

TOWN SUPERVISOR

Joe Alati addressed a payroll matter in which two employee paychecks were rejected by the bank's automated system due to what the bank characterized as inconsistent signatures. He clarified that the town had not bounced a check, that sufficient funds were in the account, and that replacement checks were promptly issued. The bank acknowledged the error and agreed to reimburse the town \$76.66 in reissuance fees plus \$30.00 in employee fees incurred.

The Supervisor reported ongoing discussions with Kevin Junge and Mayor Rick Milne regarding the town's dog control facility, Add-En-On Kennels, to determine whether needed improvements could be made to bring the facility into compliance with updated state inspection standards at minimal cost. He noted that the alternative of joining a new Henrietta facility would cost approximately \$19,000 initially plus ongoing maintenance contributions.

He reported that following a guest speaking appearance at the senior citizens group luncheon, a resolution was being presented that evening to establish a senior exercise class at the community center. He reported on his monthly meeting with the highway department, a pre-budget planning session with Highway Staff, a meeting with Monroe County Sheriff Captain to discuss traffic safety and other local issues. He noted ongoing conversations with Brown and Brown insurance representatives regarding health insurance options, attendance at a Monroe County emergency management online training, and completion of a two-day finance school put on by the New York Association of Towns in Canandaigua. He reported that a draft employee handbook had been received from Complete Payroll at no additional cost and would be shared with the Board for input. He noted that a Verizon phone system review concluded the town's current system remained the better option. He discussed the EPOD 5 map work by the

Historic Preservation Commission and indicated he would not seek board approval that evening, instead planning to meet with the HPC chair and Corey Gates before bringing the map forward for a formal resolution. He announced that the youth center would close for the school year after May 21st, in keeping with the HFL school calendar.

TOWN CLERK'S MONTHLY REPORT

(Resolution 26-159)

A motion was made by Mr. Alati, seconded by Mr. Cheek, to acknowledge receipt of the Town Clerk's Monthly Report for April 2026, showing receipts and disbursements in the amount of \$14,267.39.

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

APPROVAL OF MINUTES

(Resolution 26-160)

A motion was made by Mr. Alati, seconded by Mr. Voorhees, to approve the minutes of the regular meeting held on April 13th, 2026, as presented.

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

(Resolution 26-161)

A motion was made by Mr. Alati, seconded by Ms. Roberts, to approve the minutes of the special meeting held on April 27th, 2026, as presented.

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

BUDGET ADJUSTMENTS - Amendment to Resolution 25-185

(Resolution 26-162)

A motion was made by Mr. Alati, seconded by Mr. Voorhees, to adjust the amount authorized in Resolution 25-185 for salters and plow equipment for two trucks. The authorized amount is to be increased from \$336,707.64 to \$337,353.82, representing an increase of \$646.18. Per the original resolution, \$336,707.64 was funded from reserves. The remaining balance of \$646.18 will be funded from the current operating budget and paid from account DB5110.2. This adjustment is necessary to correct the amount stated in the original resolution.

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

ABSTRACT OF AUDITED VOUCHERS

General Abstract A

(Resolution 26-163)

A motion was made by Ms. Roberts, seconded by Mr. Cheek, to approve all claims on vouchers numbered 26-225 to 26-238, on General Abstract 26-5A, in the amount of \$28,278.40.

During review, Ms. Roberts noted that the town attorney's invoice covered three months (January, February, and March) resulting in an average monthly billing of \$5,389, above the \$4,583 monthly rate approved at the organizational meeting. The Town Attorney advised that approval of the invoice as presented was sufficient and that no separate amendment was required. The Supervisor noted that higher activity during the first months of a new administration was expected and anticipated the billing would normalize. Ms. Roberts suggested amending the original retainer resolution to require notification for overages, which was acknowledged for future consideration.

Ms. Roberts also noted that one voucher for clothing reimbursement for a seasonal employee had not been signed, as the employee did not yet have benefit eligibility, but noted the matter was resolved by a resolution on the evening's agenda.

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

General Abstract B
(Resolution 26-164)

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to approve all claims on vouchers numbered 26-239 to 26-274, on General Abstract 26-5B, in the amount of \$53,084.63.

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

Highway Abstract
(Resolution 26-165)

A motion was made by Mr. Voorhees, seconded by Ms. Roberts, to approve all claims on vouchers numbered No. 26-103 to 26-129, on Highway Abstract 26-5, in the amount of \$81,757.79.

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

Library Abstract A

Library vouchers numbered 26-054 to 26-059, on Library Abstract 26-5A, in the amount of \$1,325.41, were presented to the Town Board for payment.

Library Abstract B

Library vouchers numbered 26-060 to 26-067, on Library Abstract 26-5B, in the amount of \$3,081.34, were presented to the Town Board for payment.

New Hire Laborer - Amendment to Resolution 26-146

(Resolution 26-166)

A motion was made by Mr. Alati, seconded by Mr. Cheek, to move Riley Kester from a full-time Seasonal Laborer to full-time year round labor at the same pre-approved rate of pay, \$26.00/hour to be paid from account A1620.1. He will report to Kevin Junge (Buildings and Grounds).

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

HIGHWAY & BLDGS & GROUNDS DEPARTMENT – TRUCKS – APPROVE PURCHASE - Tabled

The Board discussed the purchase of two 2026 Chevy Silverado 3500HD 4WD trucks from Joe Basil Chevrolet, one for the Highway Department to replace Truck #6 and one for Buildings and Grounds to replace Truck #7. Ms. Roberts raised a concern about whether the DB5110.2 budget line had sufficient funds to cover the highway truck purchase, noting only \$340,000 appeared in that line and other expenditures had already been drawn against it. The Supervisor indicated that funds had been transferred from reserves to the money market account, but acknowledged the funds had not been formally moved into the correct budget line.

After discussion, it was determined that a budget adjustment would be needed to properly move the reserved funds into the appropriate line before the expenditure could be authorized. The Town Attorney confirmed that a budget adjustment resolution could be made at the same meeting, but given that the precise amounts needed further verification.

(Resolution 26-167)

A motion was made by Mr. Alati, seconded by Ms. Roberts, to table this purchase until the June meeting to allow time to verify the amounts.

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

SOUTHCO SETTLEMENT PROPOSAL

(Resolution 26-168)

WHEREAS, Southco Inc. ("Petitioner") initiated tax certiorari proceedings for real property located at 250 East Street, in the Town of Mendon, NY (SBL No. 229.05-1-3.11) (the "Property"), for tax year 2025/2026; and

WHEREAS, that proceeding is currently pending in the New York State Supreme Court for Monroe County, Index No. E2025015648 (the "Proceeding"); and

WHEREAS, the parties have negotiated a resolution to the Proceeding as described in the Settlement Agreement attached hereto and incorporated herein (the "Settlement Agreement"); and

WHEREAS, the Town of Mendon has obtained advice and assistance of its counsel Harter Secrest & Emery LLP with respect to the proposed Settlement Agreement and has duly considered same, and

WHEREAS, the Assessor supports resolution of the Proceeding through the proposed Settlement Agreement; therefore A motion was made by Mr. Alati, seconded by Mr. Voorhees, that the Town Board approves of the resolution of the Proceedings on the terms set forth in the Settlement Agreement; and

BE IT FURTHER RESOLVED, that the Town Board authorizes the Town Supervisor and/or Harter Secrest & Emery LLP to take all action necessary to effectuate the terms of the proposed Settlement Agreement, including without limitation, execution of the Settlement Agreement and any related orders of the Court.

This resolution shall take effect upon its adoption.

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

HEALTH INSURANCE - PROPOSAL TO ADOPT BROWN & BROWN AS BROKER - Denied

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to authorize the Town of Mendon to adopt Brown and Brown as the Town's health insurance broker for Medicare-eligible retirees, effective June 1, 2026, pending attorney review and provided the agreement does not significantly alter the Town's risk profile or include onerous terms and conditions.

Molly Angeline of Brown and Brown Insurance attended the meeting to address the Board. The resolution before the Board pertained specifically to Medicare-eligible retirees, authorizing Brown and Brown as broker to transition those participants to a Medicare trust plan offered through the Foundation for Municipal Insurance Trusts (FMIT). The Supervisor noted the resolution would affect approximately six to seven retirees and Medicare-eligible participants, with the town projected to save approximately \$5,000 net for the remainder of 2026.

Ms. Angeline explained that the Medicare trust pools approximately 2,000 retirees from 22 other municipalities, including the Towns of Farmington, Rush, and Brighton, providing significantly discounted rates compared to community-rated individual plans. Ms. Roberts noted that two current retirees had already elected an opt-out arrangement generating approximately \$10,000 in annual savings, and sought assurances that this would not be disrupted. She also requested that retirees be given the opportunity to be informed and choose. Mr. Cheek noted that the resolution as drafted gives retirees the option to remain on their current plan. The current broker submitted written comments requesting that the Board consider a formal competitive proposal process for the 2027 plan year and raising concerns about the timing of the resolution.

Mr. Voorhees disclosed that he is a Medicare-eligible retiree who would be a beneficiary of the plan, and therefore abstained. As an abstention counts effectively as a non-affirmative vote, the resolution failed on a 2–2 effective vote.

Denied: Mr. Cheek, Aye; Ms. Roberts, Nay; Mr. Voorhees, Abstained; and Mr. Alati, Aye.

PROPOSAL FOR TOWN EMAIL ADDRESS CREATION FOR BOARD/COMMITTEE MEMBERS - Tabled

WHEREAS, the Town Board of the Town of Mendon recognizes the importance of maintaining consistent, secure, and transparent communication for official Town business; and

WHEREAS, the use of Town-issued email accounts promotes proper recordkeeping, compliance with applicable laws, and continuity of communications for Town boards and committees; and

WHEREAS, the Town seeks to provide official email addresses to members of its various boards and committees who currently do not have Town-issued accounts; and

WHEREAS, the proposed accounts will serve members of the Planning Board (4 members), Zoning Board of Appeals (4 members), Environmental Conservation Board (4 members), Historic Preservation Commission (4 members), and the Chair of the Climate Smart Communities Task Force (1 member), totaling seventeen (17) new email accounts; and

WHEREAS, the cost of each email account is \$8.40 per month per user, resulting in a total annual cost of \$1,713.60 for the seventeen (17) new accounts; and

WHEREAS, email accounts have already been established for the Chairs of the Planning Board, Zoning Board of Appeals, Environmental Conservation Board, and Historic Preservation Commission, and when combined with the new accounts authorized herein, the total annual cost for all such accounts will be \$2,116.80; and

WHEREAS, the Town Board finds that the creation of such accounts is in the best interest of the Town to support efficient operations and proper governance;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Mendon hereby authorizes the creation of seventeen (17) official Town email accounts for designated members of Town boards and committees as outlined above; and A motion was made by Mr. Alati, seconded by Mr. Cheek, that the Town Board acknowledges the annual cost of \$1,713.60 for the newly authorized accounts, and a total annual cost of \$2,116.80 for all such accounts including those previously established; and

BE IT FURTHER RESOLVED, that all costs associated with this program shall be paid from Account A1610.4.

The Board discussed a resolution to create 17 official town email accounts for members of the Planning Board, ZBA, ECB, HPC, and the CSC Task Force Chair, at an annual cost of \$1,713.60, paid from account A1610.4. The Town Attorney noted the importance of town-issued email accounts for records retention compliance and FOIL response efficiency, as personal accounts may auto-delete records subject to retention requirements.

Mr. Cheek raised the question of whether the town should transition to .gov email addresses rather than the current .org domain, noting that many Monroe County municipalities had recently made that change. The Town Clerk confirmed that the town is one of only a couple remaining at .org. The Supervisor noted the town website is already compliant at .gov and that IT could set up aliases. To avoid the need to convert accounts shortly after creation.

Mr. Cheek moved to table the resolution until the June meeting to allow time to confirm whether .gov is required or preferred, and to set up accounts correctly from the start.

(Resolution 26-169)

A motion to table the email address creation resolution until the next board meeting was made by Mr. Cheek and seconded by Ms. Roberts.

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

**BUDGET ADJUSTMENT - INSURANCE INCREASE COST FOR EXERCISE CLASS
*(Resolution 26-170)***

A motion was made by Mr. Alati, seconded by Mr. Cheek, to transfer \$225.00 for the insurance rider for the Seniors Exercise Class from the Contingency Account B1990.4 to account B1910.4.

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

**PROPOSAL TO ESTABLISH EXERCISE CLASS FOR SENIOR CITIZENS' GROUP
*(Resolution 26-171)***

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

WHEREAS, the Town Board of the Town of Mendon is committed to promoting the health, wellness, and quality of life of its senior citizens; and

WHEREAS, the Town desires to establish a "Seniors Stretch" exercise class to provide accessible, low-impact physical activity opportunities for members of the Town's senior citizens group; to be held at the Mendon Community Center two (2) times per week for approximately thirty (30) minutes per session; and

WHEREAS, Yoga Love, located in Honeoye Falls within the Town of Mendon, has proposed to provide instruction at a rate of \$50 per half-hour session, and has indicated that its instructors are appropriately certified and insured; and the Town's insurer requires that all participants sign a release form prior to participation in the program. The total cost for such services, at two (2) sessions per week through the remainder of 2026, shall not exceed \$3,300.

BE IT FURTHER RESOLVED, that the instruction cost shall be paid from Account B7610.4.

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

**MILEAGE REIMBURSEMENT - NY Planning Federation Conference - Buckland
(Resolution 26-172)**

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

WHEREAS, Brooke Buckland attended the New York Planning Federation Conference held in Cooperstown, New York from April 19 through April 21, 2026, and she incurred travel expenses associated with attending said conference, including mileage totaling 318 miles; and

The reimbursement for mileage is calculated at the New York State Comptroller's reimbursement rate of \$0.725 per mile, resulting in a total reimbursement amount of \$230.55;

THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Mendon hereby authorizes reimbursement to Brooke Buckland in the amount of \$230.55 for mileage expenses paid from Account B8020.4.

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

**ATTENDANCE at the 2026 HIGHWAY SCHOOL - Highway Superintendent
(Resolution 26-173)**

A motion was made by Mr. Cheek, seconded by Mr. Voorhees, to approve Highway Superintendent Pete Doyle's attendance at the 2026 Highway School at Ithaca College, 953 Danby Road, Ithaca, NY 14850, from June 1st thru 3rd, 2026. This will authorize reimbursements for expenses including attendance, lodging, and meals, at a cost not to exceed \$1,000.00, to be paid from account A5010.4.

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

**ATTENDANCE at the 2026 CLIMATE CONNECTION SUMMIT - Climate Smart
Communities
(Resolution 26-174)**

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

WHEREAS, the Town of Mendon Climate Smart Communities Task Force supports the Town's efforts to advance sustainability initiatives and maintain participation in the New York State Climate Smart Communities program; and

WHEREAS, the New York State Climate Connection Summit will be held on June 10–11, 2026, in Utica, New York, and provides valuable training, networking, and information-sharing opportunities related to climate action and municipal best practices; and

WHEREAS, Climate Smart Communities Task Force members Jeffery Clark and Timothy Engstrom have expressed interest in attending said Summit in their official capacities; and

WHEREAS, the cost of conference attendance is free; and

WHEREAS, the attendees will carpool, and total travel is estimated at 262 miles round trip, for a total reimbursement of \$189.95 at the current New York State Comptroller's mileage rate of \$0.725 per mile; and

WHEREAS, lodging and ancillary expenses are estimated at \$300.00; and

WHEREAS, meal expenses are estimated to cover two (2) lunches per person, two (2) dinners per person, and one (1) breakfast per person, for a total estimated meal cost of \$230.00;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Mendon hereby authorizes Climate Smart Communities Task Force members Jeffery Clark and Timothy Engstrom to attend the NYS Climate Connection Summit on June 10–11, 2026, in Utica, New York; and

BE IT FURTHER RESOLVED, that the Town Board authorizes reimbursement for mileage at the New York State Comptroller's approved rate, not to exceed \$189.95 total; and

BE IT FURTHER RESOLVED, that the Town Board authorizes payment for lodging and ancillary expenses not to exceed \$300.00; and

BE IT FURTHER RESOLVED, that the Town Board authorizes reimbursement for meals not to exceed \$230.00; and

BE IT FURTHER RESOLVED, that all such expenses shall be paid from account A1010.4; and

BE IT FINALLY RESOLVED, that this Resolution shall take effect immediately upon adoption.

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

DISCUSSION

MRB - PROPOSAL FOR 2026 Nonpoint Source Planning Grant Application - Culverts - DISCUSSION

The Town Engineer presented the MRB Group proposal for professional services to prepare a 2026 NYS DEC Nonpoint Source Planning Grant application focused on culvert assessment. He explained that many culverts are designed for ten-year storm events but are experiencing conditions beyond that threshold. The proposal would identify five to eight problematic culverts for focused drainage study at a professional services cost of \$6,000, with the town's required 10% match being \$5,000 of the \$50,000 maximum grant award. A successful award would fund planning studies that could then support a future construction grant application. The Supervisor noted ongoing resident flooding complaints and recently received emails from new residents experiencing flooding on Cheese Factory Road. He also cited the observation from knowledgeable parties that two bridges in the hamlet may be undersized and contributing to backwater flooding.

Mr. Cheek asked whether the grant could apply to state and county roads. The Engineer confirmed that while the emphasis is on town infrastructure, if a state or county road culvert is identified as a driver of a town-area drainage problem, coordination with those entities would be appropriate.

The Board agreed to continue monitoring the grant opportunities after the May 18th CFA release and to discuss a formal authorization at the June meeting.

MRB - PROPOSAL FOR 2026 Nonpoint Source Planning Grant Application – MS4 Mapping - DISCUSSION

The Town Engineer presented the companion MRB proposal for an MS4 stormwater mapping grant. He explained that the Town of Mendon, as a regulated MS4 community, is required by NYS DEC to map and document its stormwater infrastructure (approximately 200 locations in Mendon) but currently lacks a comprehensive map. The grant would fund this mapping work, with the program providing up to \$75,000 and a required 10% local match of \$7,500. The professional services cost for the application would also be \$6,000. The Engineer expressed confidence in the competitiveness of this application, noting the state has a strong interest in helping municipalities meet MS4 compliance requirements.

The Board indicated support for both grant applications and agreed to revisit them for formal authorization at the June meeting once the grant topics are officially released on May 18th.

REVISED PROCUREMENT POLICY - DISCUSSION

Mr. Cheek presented an updated draft procurement policy. Key revisions include the removal of purchase order references in favor of "order" or "quote" language that

reflects actual town practice, updated spending thresholds with a corrected range for major repairs of \$5,001–\$10,000, and a provision clarifying that bulk materials require formal quotes above \$10,000. The policy establishes that verbal quotes are acceptable for the major repairs tier provided the receiving employee documents and signs a record of the quote, including the vendor name and amount. A new requirement would obligate employees to confirm budget line availability before committing to expenditures, which prompted a discussion about distributing monthly budget-versus-actual reports to all budget owners. Highway Superintendent Doyle expressed general support for the draft, noting it provides employees appropriate operational flexibility while maintaining oversight. Mr. Cheek indicated he would make final edits and bring the policy forward as a resolution at the June meeting.

REVISED FACILITIES POLICY - DISCUSSION

The Supervisor introduced this item in response to a minor incident in which an employee brought a dog to the youth center and frightened visiting Girl Scouts. He noted that the incident prompted a review revealing very little existing policy language governing the use of town facilities. The draft facilities policy was prepared based on research from other towns. Discussion touched on the distinction between addressing this through the employee handbook versus a broader facilities policy, which buildings and areas would be covered (including indoor facilities, outdoor parks, and the splash pad), who would be responsible for enforcement, and whether exceptions would be needed for outdoor recreational areas where residents commonly walk dogs. The Board agreed that additional input was needed, including from Kevin Junge in Buildings and Grounds, and that further refinement was required before a vote.

RECORDS PUBLICATION AND REDACTION POLICY

The Board briefly discussed a draft records publication and redaction policy, which Ms. Roberts described as appearing consistent with FOIL requirements. The Supervisor noted this was part of a broader effort to develop a procedures manual for the town. No formal action was taken.

RULES OF THE QUORUM - DISCUSSION

The Supervisor indicated he was prepared to discuss this item but tabled it given the late hour of the meeting.

TELECONFERENCING - DISCUSSION

The Supervisor introduced this item in the context of Ms. Kreuzer's anticipated absences due to work travel in May and June. He reported consulting directly with the New York State Committee on Open Government and receiving both verbal and written confirmation that Public Officers Law §104 (distinct from the COVID-era provisions under §103-a) permits regular teleconferencing participation by board members with full voting rights, without requiring a showing of extraordinary circumstances. Requirements include that the remote participant be visible on camera, that the meeting notice identify the remote location, and that the public be permitted to attend at that remote location.

The Town Attorney confirmed this analysis, adding that while no formal policy is legally required, best practice would be to adopt a written policy. She noted that individual meeting notices would need to include the remote location each time teleconferencing is used, which would entail additional noticing costs. The Board agreed to test the setup with IT contact Danny in advance of the June meeting and to develop a formal policy based on what is learned. No vote was taken.

PUBLIC COMMENT

Peter Carosa, 3340 Rush Mendon Road, returned to the podium wearing his CSC Coordinator hat to note that some of the grant opportunities discussed that evening (particularly the MRB flooding and stormwater proposals) may align with Climate Smart Communities program actions. He encouraged the Board to assign research tasks to the task force as appropriate. He also noted that the ECB had a question regarding the RFQ issued for the Victor Mendon Road project and whether ECB review of the application would be required, which he indicated he would follow up on with the Supervisor.

ADJOURNMENT

(Resolution 26-175)

A motion was made by Mr. Voorhees, seconded by Mr. Alati, to adjourn the meeting.

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