

**A Regular Meeting of the Mendon Town Board was held at 7:00 PM, Monday, June 8, 2026. The meeting was conducted with videoconferencing pursuant to New York State Public Officers Law. The public could attend the meeting at either of the following locations:**

**Primary Meeting Location:**

Mendon Town Hall  
16 West Main Street  
Honeoye Falls, NY 14472

**Remote Participation Location:**

Hilton Garden Inn Calgary Downtown  
Simmons Board Room  
Suite A-711  
4th Street S.E.  
Calgary, Alberta T2G 1N3  
Canada

**Councilmember Rebecca Kreuzer participated in the meeting from the Calgary location. Both locations were open to the public.**

<b>PRESENT:</b>	Joseph Alati, <i>Supervisor</i>	
	Tanner Cheek	
	Rebecca Kreuzer	<i>Town Board</i>
	Kimberly Roberts	<i>Members</i>
	Thomas Voorhees	

**TOWN CLERK:** Michelle Booth

**OTHERS PRESENT:** Peter Doyle, *Highway Superintendent*, Tom Fromberger, *Town Engineer*, and about 8 others.

The Supervisor called the meeting to order at and recited the Pledge of Allegiance 7:00 PM. He confirmed that the sound system was working and the recording was active.

**AGENDA**

**(Resolution 26-176)**

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

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

## **PUBLIC COMMENT**

Gary Loope, 21 Semmel Rd, raised two matters. First, he questioned the legality of allowing a board member to vote via videoconference, asserting that the town had not passed a local law or resolution authorizing videoconferencing and had not adopted written rules as required under Chapter 417 of the Laws of 2021 and Chapter 56 of the Laws of 2022. He acknowledged the board's participation was not necessarily his concern, but questioned whether votes cast remotely would be legally valid without proper authorization. Second, he raised the issue of pending health insurance changes, questioning when retirees would be informed and expressing concern that the board was moving too quickly without fully considering the ramifications.

## **COMMUNICATIONS**

**Town Clerk Michelle Booth** reported the completion of tax collection for the town and county, with just over 97% of taxes collected, leaving approximately \$400,000 uncollected. She also reported that a reimbursement request submitted for the first six months of the ARPA grant was approved in full, totaling approximately \$3,200.00.

**Highway Superintendent Pete Doyle** reported extensive road work activity, including catch basin repairs, a completed two-day resurfacing project on Boughton Hill Road, and ongoing county work in Pittsford. As of the prior Friday, the department had billed \$137,000 in county work. He noted that roadway material from Boughton Hill Road was redirected primarily to the baseball field parking lot and soccer field expansion at Semmel Road. Upcoming work includes culvert replacement on Boughton Hill Road, with that road closing the following Monday, and a Taylor Road bridge replacement with utility relocation already underway and road closure expected at the end of July. The Superintendent also reported attending a three-day Cornell Highway School, which he found highly informative.

**Town Engineer Tom Fromberger** reported ongoing discussions regarding grant applications with several application deadlines in July, August, and fall. He noted a site meeting at 13 Victor Mendon Road regarding a retaining wall in the state right-of-way, discussions regarding Square Road sidewalks, and a review of the proposed urgent care facility at 20 North Main Street in the village, for which a comment letter was issued.

## **Town Board**

**Rebecca Kreuzer (participating remotely)** reported attending the monthly library board meeting, where the primary focus was on the proposed urgent care facility due to its direct impact on the library. She participated in dialogue with Library Director Lyla Grills and the Board Vice President regarding the library's concerns. She also attended

two Climate Smart Community task force meetings, noting the group's focus on learning from neighboring municipalities rather than reinventing the wheel. She recognized task force members David McInnis, Steve Barber, and Peter Carosa for their work. The town is estimated to be near 80 points toward the 120 needed for bronze certification. She also participated in the Memorial Day Parade and the Firemen's Parade.

**Kim Roberts** reported attending the HPC meeting on May 13th, where discussion included ongoing concerns with the EPOD 5 map, a Webster Village QR code project for historical culture, and a barn demolition application at 3842 Clover Street. She noted the Town Historian receives approximately two research requests per day and has an intern from SUNY Geneseo assisting with a book on Revolutionary War members. Ms. Roberts attended Climate Smart task force and reserve fund meetings, and reported receiving a resident email from Rush Mendon Road requesting a formal traffic study and speed reduction measures near the Lehigh Valley Trail. She inquired about updates on the Mendon Business Association, the status of a human resources contact for employees, and reiterated concerns about the legality of allowing a board member to vote via videoconference, citing Public Officers Law §104 and training guidance from the Association of Towns attorney.

**Tom Voorhees** reported attending the ZBA meeting on May 14th, where an area variance for ground-mounted solar panels was approved with conditions to verify placement outside EPOD buffer zones. He reported numerous discussions with the Code Enforcement Officer regarding violations that resulted in appearance tickets. He reported a site visit on June 1st with the Town Engineer and Supervisor to review the proposed urgent care facility site plan, discussing access and maintenance agreements, light pole changes, parking lot reconfiguration, and dumpster placement. He also attended the public hearing on the urgent care facility, which was relocated due to overcrowding to the high school auditorium on June 22nd, and attended the Mendon Carnival.

**Tanner Cheek** reported on behalf of the Planning Board, noting that Vice Chair Earl DeRue is recovering from a procedure. He highlighted three planning board changes: adoption of a draft rules of procedure to ensure compliance with Town Code §260-96(b); addition of a standing chair's report to formally record administrative actions taken between meetings; and addition of a permanent public comment period at planning board meetings. He attended all Memorial Day ceremonies in West Bloomfield, Honeoye Falls, and Mendon, and thanked the American Legion for the opportunity to speak. He noted the American Legion's new officers would be sworn in at the June ceremony.

### **Town Supervisor**

**Joe Alati**, echoed many of the above reports and added that he attended the reserve funds meeting with the town accountant, participated in the senior exercise class, attended the Memorial Day parades, and served at Shipe's sandwich shop during the Mendon Carnival. Regarding the videoconferencing question raised during public comment, the Supervisor reported that he had spoken directly with an attorney from the Committee on Open Government and that the board's conduct was consistent with that guidance. Councilmember Kreuzer added that she had spoken with the acting executive

director of the Committee on Open Government, who confirmed that Public Officers Law §103-a and §103-b apply only under extraordinary circumstances and that §104 governs the current arrangement, which requires only proper noticing. The Town Attorney confirmed this interpretation, noting that §103-a and §103-b were COVID-era provisions and that §104 permits videoconferencing with proper notice and without requiring a local law or resolution, though the board could optionally adopt a policy. The Supervisor noted that a videoconferencing policy is on the agenda for discussion.

## **TOWN SUPERVISOR'S MONTHLY REPORT**

### ***(Resolution 26-177)***

A motion was made by Ms. Roberts, seconded by Mr. Cheek, to acknowledge receipt of the Town Supervisor's Monthly Report for April 2026.

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

## **TOWN CLERK'S MONTHLY REPORT**

### ***(Resolution 26-178)***

A motion was made by Mr. Alati, seconded by Mr. Voorhees, to acknowledge receipt of the Town Clerk's Monthly Report for May 2026, showing receipts and disbursements in the amount of \$9632.91.

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

## **APPROVAL OF MINUTES**

### ***(Resolution 26-179)***

A motion was made by Mr. Alati, seconded by Mr. Cheek, to approve the minutes of the regular meeting held on May 11th, 2026, as presented.

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

## **BUDGET ADJUSTMENTS & TRANSFERS**

### **NYS LGRMIF Grant**

#### ***(Resolution 26-180)***

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to approve a budget amendment for the NYS LGRMIF grant awarded to the Town of Mendon by increasing estimated revenues in account A3040 (State Aid Records Management) by \$74,979, and increasing appropriations in accounts A1460.2 by \$12,014.00 and A1460.4 by \$62,965.00.

Ms. Kreuzer confirmed the funds were grant money.

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

## **Dog Control**

### ***(Resolution 26-181)***

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to approve the following budget adjustment: To ensure sufficient funds remain for fuel and other Dog Control expenses through the end of the year, transfer \$2000.00 from A1620.4 to A3510.4.

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

## **ABSTRACT OF AUDITED VOUCHERS**

### **General Abstract A**

#### ***(Resolution 26-182)***

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to approve all claims on vouchers numbered 26-275 to 26-289, on General Abstract 26-6A, in the amount of \$32,976.18.

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

### **General Abstract B**

#### ***(Resolution 26-183)***

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to approve all claims on vouchers numbered 26-290 to 26-330, on General Abstract 26-6B, in the amount of \$40,404.33.

During consideration of the abstracts, it was noted that the attorney's invoice of \$10,964 exceeded the organizational meeting cap of \$4,583. Discussion ensued regarding the extraordinary nature of recent legal activity, including active litigation, code enforcement matters, committee-related work, and the sidewalk easement project. The Town Attorney offered to explore a retainer arrangement now that the board had several months of billing history. The Supervisor noted efforts to reduce legal costs going forward, including use of Association of Towns resources and having staff complete as much preliminary work as possible before engaging the attorney. The board voted to increase the monthly attorney fee cap by \$6,381 to cover the full invoice of \$10,964 for that month only.

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

### **Highway Abstract**

#### ***(Resolution 26-184)***

A motion was made by Mr. Cheek, seconded by Ms. Roberts, to approve all claims on vouchers numbered 26-130 to 26-162, on Highway Abstract 26-6, in the amount of \$385,133.31.

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

### **Library Abstract A**

Library vouchers numbered 26-068 to 26-076, on Library Abstract 26-6A, in the amount of \$1,633.61, were presented to the Town Board for payment.

### **Library Abstract B**

Library vouchers numbered 26-077 to 26-081, on Library Abstract 26-6B, in the amount of \$2,003.96, were presented to the Town Board for payment.

## **DECLARATION OF SCRAP - HIGHWAY DEPARTMENT**

### ***(Resolution 26-185)***

A motion was made by Mr. Voorhees, seconded by Mr. Cheek, to declare twenty (20) obsolete lighting fixtures from the Highway Department buildings as surplus property, following their replacement with LED units. The Highway Department is authorized to recycle the bulbs and dispose of the fixtures in the department's scrap pile, to be disposed of at the scrapyards during the routine annual or semi-annual cleanup.

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

## **BLDGS & GROUNDS DEPARTMENT – MOWER – APPROVE PURCHASE**

### ***(Resolution 26-186)***

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to authorize the purchase of a 60" Zero Turn Mower w/ Dump Collection System from Saxby Implement, 160 Mendon Victor Rd, Mendon, NY 14506. The amount not to exceed \$18,427.00 (per quote written on 5/18/2026), to be paid from account A1620.2.

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

## **HIGHWAY AND B&G DEPARTMENT – TRUCKS – APPROVE PURCHASE**

### ***(Resolution 26-187)***

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to authorize the purchase of (2) 2026 Chevy Silverado 3500HD 4WD trucks from Joe Basil Chevrolet. (1) for the Highway Department to replace the current Truck #6 and (1) for the Buildings & Grounds Department to replace Truck #7, which was sold at an auction. The amount not to exceed \$131,882 (\$65,941.00 per vehicle) (per Erie County Bid 250120-004), to be paid from accounts DA5130.2 (for Highway) and A1620.2 (for B&G).

During discussion, Ms. Kreuzer requested that a fleet inventory and replacement schedule be made available to the board when voting on vehicle purchases. Ms. Kreuzer also noted that a fleet inventory is a Climate Smart Community action item and the two efforts could be combined.

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

### **SIDEWALK PROJECT - RESOLUTION (Resolution 26-188)**

A motion was made by Mr. Alati, seconded by Ms. Kruezer, to authorize the sidewalk project to proceed at an anticipated total construction cost of \$270,000 (inclusive of approximately \$38,125) from account B8021.4, with the contractor's initial seeding costs to be funded via project contingency, in order to avoid construction delays into late October or next year.

The Town Engineer explained that two contractors on the Monroe County purchasing procurement list were contacted; only one was available within the current construction season. Delaying the project would push construction into October, which is not recommended. The County reimburses 50% of project costs up to \$130,000. Costs above the \$260,000 gross threshold in the intermunicipal agreement would be borne by the town. Additional costs relate to storm piping and alignment changes that arose after an easement was renegotiated. The seeding contingency of approximately \$11,600 remains available for unforeseen construction issues.

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

### **HEALTH INSURANCE - PROPOSAL TO ADOPT BROWN & BROWN AS A SECOND BROKER (Resolution 26-189)**

A motion was made by Mr. Alati, seconded by Mr. Cheek, to appoint Brown & Brown as one the Town's health insurance broker effective June 1, 2026. Current health insurance plans for active employees will remain unaffected for the 2026 plan year. Retirees and Medicare-eligible participants will have the option to transition to new, cost-saving plan offerings provided through Brown & Brown or elect to remain on their current plans through December 31, 2026.

The Supervisor explained that the new plans offer lower costs across all categories and expressed confidence that retirees reviewing both plans would find the new option advantageous. He clarified that the board selects brokers and employees select their own plans. He also noted that if fewer than two participants remain on the existing plan,

that plan will no longer be offered. The board confirmed that one additional current employee is approaching Medicare eligibility. Ms. Roberts asked whether the resolution should be amended to reflect "one of the town's health insurance brokers," which the Supervisor confirmed was already stated in the motion

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

**MRB - PROPOSAL FOR 2026 NONPOINT SOURCE PLANNING GRANT  
APPLICATION - CULVERTS  
(Resolution 26-190)**

WHEREAS, the Town of Mendon has experienced issues with several culverts during wet weather events, and recognizes that increasingly severe weather has placed additional strain on existing infrastructure; and

WHEREAS, the Town Board has identified the need to evaluate and plan for the replacement of failing and/or undersized culverts to improve drainage, resiliency, and public safety; and

WHEREAS, the New York State Department of Environmental Conservation (NYS DEC) offers funding through the Nonpoint Source Planning (NPS) Grant Program, including a culvert subcategory, to support planning studies and reports that may lead to future construction funding; and

WHEREAS, MRB Group has submitted a proposal dated April 9, 2026, to assist the Town in preparing and submitting a competitive application for the 2026 NPS Planning Grant; and

WHEREAS, the proposal includes services related to grant application development, including preparation of the application questionnaire and budget, coordination of required supporting documentation, and coordination with the Town on necessary municipal resolutions; and

WHEREAS, the total lump sum cost for these professional services is \$6,000.00, with any additional services to be authorized separately by the Town; and

WHEREAS, the NPS Grant Program is anticipated to provide up to \$50,000 in funding with a required 10% local match of \$5,000, for a total potential study value of \$55,000, should the Town be awarded funding; and

WHEREAS, the Town Board finds it to be in the best interest of the Town to retain MRB Group to assist in the preparation of said grant application;

NOW, THEREFORE, BE IT RESOLVED, on a motion made by Mr. Cheek and seconded by Ms. Roberts, that the Town Board of the Town of Mendon hereby authorizes the acceptance of the proposal from MRB Group, dated April 9, 2026, for professional services related to the preparation and submission of the 2026 NYS DEC

Nonpoint Source Planning Grant application (Culverts) in the amount of \$6,000.00 and paid from account B8023.4; and

BE IT FURTHER RESOLVED, that the Town Supervisor is hereby authorized to execute the proposal and any associated Professional Services Agreement, and any other documents necessary to effectuate this work; and

BE IT FURTHER RESOLVED, that the Town Board acknowledges that any additional services beyond the scope of the proposal, including but not limited to environmental review, SHPO coordination, engineering design, grant administration, or construction services, shall require separate authorization; and

BE IT FURTHER RESOLVED, that the Town Board supports the submission of the 2026 NYS DEC Nonpoint Source Planning Grant application and acknowledges the potential requirement of a local match in the amount of \$5,000, to be budgeted if the grant is awarded; and

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

The Town Engineer described the grant as funding a study of several culverts within the town experiencing drainage concerns, to be identified in coordination with the Highway Department and Code Enforcement. The study would assess whether culverts can be upsized, confirm upstream and downstream impacts, and produce budget estimates for construction. A favorable grant award would not require acceptance; the board would have another decision point. The Supervisor noted a list of flood concerns compiled from resident calls and that the Route 251 culvert in the Hamlet has already been identified by the state as problematic.

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

#### **MRB - PROPOSAL FOR 2026 NONPOINT SOURCE PLANNING GRANT APPLICATION – MS4 MAPPING - TABLED**

The Town Engineer explained that the grant would fund mapping of the town's drainage infrastructure discharging to other communities, as required by the state under MS4 regulations. The board expressed unanimous informal support for pursuing the application ahead of the July deadline. The Town Engineer indicated he would direct staff to begin preparing the application, with a formal resolution anticipated at the next meeting.

#### **(Resolution 26-191)**

A motion was made by Mr. Cheek, seconded by Mrs. Roberts, to table this item with intentions to revisit at the next meeting, when the budget line is replenished.

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

## **SUPERVISOR CELL PHONE - APPROVAL**

### **(Resolution 26-192)**

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to approve the addition of a new Supervisor cell phone line. The Board authorizes the procurement of the device and approves an ongoing monthly plan expenditure of approximately \$32.45 (inclusive of applicable taxes and fees), acknowledging that the initial bill will reflect standard prorated and advance billing charges.

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

## **PROCUREMENT POLICY - RESOLUTION**

### **(Resolution 26-193)**

A motion was made by Mr. Cheek, seconded by Ms. Kruezer, to adopt the following resolution:

WHEREAS, the Town Board of the Town of Mendon desires to establish efficient purchasing controls, maintain sound fiscal stewardship, and ensure compliance with New York State General Municipal Law (GML) §103;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board hereby adopts the Town of Mendon Procurement Policy as set forth below, applicable to all employees and all budget lines (A, B, H, DA, and DB accounts), effective immediately:

#### **1. Purchasing Authority Matrix & Processes:**

- Petty Cash / Incidental Field Supplies: Up to \$250 (Employee authority). Requires receipt within 2 days and budget line coding.
- Routine Parts, Supplies & Minor Services (Tier 1 & 2A): Up to \$500 (Employee authority; 2-day receipt submission, \$5,000 monthly aggregate limit); \$501 to \$5,000 (Department Head authority). Single quote acceptable; requires prior budget confirmation and 6-year record retention.
- Major Repairs, Equipment & Contracted Services (Tier 2B): \$5,001 to \$10,000 (Department Head authority). Requires a minimum of 2 quotes, written justification if lowest quote is not chosen, prior budget confirmation, and monthly reporting to the Town Board.
- Bulk Materials, Capital & Large Contracts (Tier 3): Over \$10,000. Requires prior Town Board resolution. Full GML §103 competitive bidding applies for purchase contracts over \$20,000 and public works over \$35,000 (State/County contracts satisfy bidding). Capital equipment requires Board approval regardless of amount.

2. Emergency Purchases: Defined as immediate threats to public safety, infrastructure, or essential services. Department Heads have authority up to \$10,000 without prior approval, subject to: written notification to the Town Supervisor within 1 business day, filing an explanation with the Town Clerk, and formal Town Board ratification at the next meeting.

3. Credit Card (P-Card) Policy: Restricted to low-dollar operational purchases. Department Heads are limited to \$2,500 per transaction / \$5,000 monthly. The Town Supervisor and Highway Superintendent are limited to \$5,000 per transaction / \$10,000 monthly. Itemized receipts and coding must be submitted within 2 business days. Personal use is strictly prohibited.

4. Budget Monitoring & Reporting: Department Heads must confirm fund availability before Tier 2B/Tier 3 purchases, provide monthly expenditure summaries, notify the Board in writing when any line hits 75% of its annual appropriation, and report year-end encumbrances by December 15. All budget transfers require a Board resolution.

5. Prohibited Practices: Purchase splitting, personal benefit/use, sole-source abuse, and undisclosed conflicts of interest are strictly prohibited and may result in disciplinary action or personal financial liability.

6. Administration: This policy supersedes all prior purchasing practices, requires written Town Board approval for any exceptions, and shall be reviewed annually at the Board's organizational meeting.

Mr. Cheek highlighted the key changes from the prior draft, including the removal of mandatory purchase order requirements in favor of written or verbal quotes, and the addition of a clearer purchasing authority matrix differentiating department head and supervisor/superintendent authority levels. The Town Attorney confirmed that all provisions conform to General Municipal Law §103 procurement requirements and are consistent with practices at comparable municipalities. The Supervisor credited Mr. Cheek for his collaboration with Highway Superintendent, Peter Doyle, and department staff, particularly Denise and Carter, in developing a practical and workable policy. The emergency purchasing provisions require notification to the Supervisor within one business day, a written explanation filed with the Town Clerk, and formal board ratification at the next scheduled meeting.

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

### **DRIVING CLASS - RESOLUTION AUTHORIZING THE USE OF THE COMMUNITY CENTER PARKING LOT - TABLED**

The proposed resolution would have authorized use of the community center parking lot for adult driving classes, subject to conditions including appointment of a town liaison, instructor verification, scheduling and lot safety confirmation, liability waivers, and legal review. The board raised significant unresolved concerns, including the inability to control public access to the municipal parking lot, the risk of vehicles being present during a driving class, the logistics of closing the lot in advance, and who would be

responsible for satisfying and verifying all requirements. The Supervisor indicated he would speak with the requesting group about the requirements and determine whether they are willing to meet them before bringing the resolution back next month.

**(Resolution 26-194)**

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to table this.

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

**LIBRARY** - Mary Church, President of Library Trustees addressed the board to invite them to the 15th anniversary celebration of the library building during the week of June 22nd. She provided a comprehensive report on library activity in 2025, including 48,361 visits, circulation of over 109,000 items, 580 volunteer hours, and 8,600 participants across 626 programs. She highlighted the library's enrollment in the Sustainable Libraries Initiative, expanded teen services, new collections and amenities, and year-round programming ranging from story times in Spanish to overdose prevention programs. Ms. Church invited the board and public to consider tax-deductible gifts to the Friends of Mendon Public Library's Annual Fund and encouraged founding membership in a new endowment fund, requiring a minimum threshold of \$50,000 to qualify for matching support through the Rochester Area Community Foundation.

**URGENT CARE - DISCUSSION**

The Supervisor proposed tabling substantive discussion until after the public hearing on June 22nd. Ms. Roberts raised the question of whether board members attending the hearing in sufficient numbers would require notice as a special meeting; the Town Attorney advised that board members may attend public events provided they do not deliberate among themselves, and recommended that members sit separately and not arrive together. It was clarified that the letter in the board packet regarding the urgent care facility is a technical review letter from Town Engineer Tom Fromberger (MRB Group), not a statement from the town board. The board discussed whether a formal town board statement should eventually be prepared; no vote was taken, and the matter was deferred pending the June 22nd hearing.

**EMS UPDATES AND COVERAGE - DISCUSSION**

Mr. Cheek provided a detailed update on two parallel discussions with the Village of Honeoye Falls regarding EMS services. The first concerns renegotiation of the existing intermunicipal contract, which currently divides costs among Mendon, Honeoye Falls, and West Bloomfield based on population, total assessed land value, and call volume. He noted Honeoye Falls is open to renegotiating the formula, and that Mendon bears approximately 60% of the non-reimbursed costs after third-party billing covers roughly 20% of total expenses.

The second discussion concerns a potential 16-week trial deployment of a second ambulance rig stationed at the Mendon Fire Department. Mr. Cheek presented a cost analysis: at maximum cost with zero calls, the trial would cost approximately \$52,800; at one call per shift over 16 weeks, the incremental cost to Mendon would be

approximately \$12,700; and at a higher call volume, the trial could actually produce net savings. All capital equipment is already available, meaning the trial would only require staffing costs for per diem ALS and BLS responders. Honeoye Falls Ambulance Service responded to 1,200 calls in their most recent fiscal year and received 18 mutual aid requests in May alone. No capital investment would be required if the rig were stationed at the Mendon Fire Department.

The Highway Superintendent, Peter Doyle, drawing on his background in emergency services, expressed strong support for the concept. The board discussed the staffing implications of a trial period and the importance of having sufficient call volume data by time of day and day of week to inform the decision. The Deputy Supervisor noted the availability of contingency funds. No vote was taken. Mr. Cheek agreed to compile additional data for the board's consideration and bring the matter back for a vote at the next meeting.

At 9:00pm, Mr. Alati left the meeting and Mr. Bickweat took his place.

### **RETAINING WALL PROJECT - DISCUSSION**

The Deputy Supervisor noted that no information was available on this item. Ms. Roberts asked whether a floodplain study had been conducted for the parcel, as the property is located in a floodplain. The Town Engineer explained that a floodplain study is not automatically required; rather, each project in the floodplain requires a permit through the floodplain administrator, and any fill added must be offset by compensatory excavation under applicable regulations. The matter was deferred pending the Supervisor's availability to provide further information.

### **EMPLOYEE HANDBOOK - DISCUSSION**

Mr. Voorhees reported that the highway department has concerns with the handbook and that a monthly highway meeting had been canceled, with a rescheduled meeting in the coming weeks to address those concerns. It was noted that the payroll company had produced a 99-page draft handbook at no cost, and that the board and staff are now in the review stage. The item was deferred pending further review.

### **VIDEOCONFERENCING - DISCUSSION**

Ms. Kreuzer noted that the discussion about legal authority had already occurred earlier in the meeting, and raised the additional question of whether advisory committee meetings are subject to open meetings law and whether videoconferencing must be made available to the public for those meetings. The Town Attorney advised that this topic should be discussed offline. Ms. Kreuzer indicated she had already drafted a proposed videoconferencing policy and would distribute it to board members for review. Mr. Cheek offered to coordinate the drafting effort in collaboration with Ms. Kreuzer. Mr. Voorhees expressed concern that without clear restrictions, videoconferencing could become routine and undermine public accountability. The Town Attorney clarified that while §104 does not require extraordinary circumstances, the board has full discretion to

define such limitations within its own policy. The matter was deferred pending review of the draft policy.

### **ATTORNEY USAGE - DISCUSSION**

This item was addressed in conjunction with the abstracts discussion under item 11. Mr. Bickweat offered comment noting that when he assumed office in 2004, there were seven active litigation cases and the budget was insufficient to cover them, requiring adjustments throughout the year. He noted that the town's contingency fund and historically strong fund balance are designed precisely for circumstances like the current elevated legal costs, and urged the board not to be overly alarmed. The Town Clerk observed that the issue was the previously established monthly cap, not the availability of funds. The Deputy Supervisor recommended adjusting the cap, and noted that the new procurement policy provides a framework for managing such issues going forward.

### **PUBLIC COMMENT**

**Gary Loope** raised questions regarding the tabled driving class resolution, asking who had made the original request and whether any member of the public could use the parking lot for a similar purpose under the same or different conditions. He also asked whether the board had considered the potential increase in EMS call volume that would result from a new urgent care facility in the village, and whether the board had reviewed a prior report from approximately ten years ago concerning the allocation of third-party billing revenue between the village and the ambulance service. He reiterated concern that without an extraordinary circumstances requirement in a videoconferencing policy, board members could effectively participate remotely on an indefinite basis. He also asked what would happen to a pending vote if a remote participant loses their connection mid-meeting.

**Mary Church**, who is not a Town resident, addressed the board briefly to thank the town for its advocacy on behalf of the library in connection with the urgent care facility and to reiterate the library's concerns about impacts to their facility and the surrounding walkable environment.

**Danny Bassette**, asked how the requirements attached to the tabled driving class resolution compared to the standard requirements for renting the community center for events such as a birthday party, and suggested that the board provide a clear comparison. He also noted that Public Officers Law §103-f may be relevant to the recording requirements for the Climate Smart task force.

### **ADJOURNMENT**

*(Resolution 26-195)*

A motion was made by Ms. Roberts, seconded by Mr. Voorhees, to adjourn the meeting at 9:30 PM.

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