TOWN OF MENDON

Town Board Agenda – Tentative
Monday, September 14th, 2026 – 7:00PM
Mendon Town Hall – 16 W. Main St, Honeoye Falls, NY

REGULAR MEETING

1. Call to Order
2. Pledge of Allegiance
3. Sound System & Recording Check
4. Approval of Agenda
5. Public Comment
6. Communications
   - Town Clerk
   - Highway Superintendent
   - Town Engineer
   - Town Attorney
   - Town Board
   - Town Supervisor
7. Town Supervisor's Monthly Report
8. Town Clerk's Monthly Report
9. Approval of Minutes
10. Budget Adjustments: Retaining Wall Expenditure, MRB Invoice Allocation, Town Attorney Legal Fees
11. Abstracts of Audited Vouchers
    - General Abstract A
    - General Abstract B
    - Highway Abstract
    - Library Abstract A
    - Library Abstract B
12. Planning Board - Appointment
13. Planning Board Chair - Appointment
14. Resolution Authorizing the Release of Escrow Funds
15. Town Supervisor Attendance at Land Use Decision-Making Training - Resolution
16. Purchase of Three Desktop Computers - Resolution
17. Withdrawal from Municipal Health Insurance Consortium - Resolution
18. Resolution to Submit Comments Regarding the Copperfield Housing Development
19. Resolution to Set a Public Hearing for Proposed Local Law No. __ of 2026
20. Resolution to Adopt Town Facility Use Policy
21. Planning Board and/or Board-wide Policy on Decorum & the Maintenance of Order - Discussion
22. Social Media Policy - Discussion
23. Mendon Youth Center - Discussion
24. NYSERDA Grant for Level 2 EV Chargers - Discussion
25. Community Center Steps/Walkway - Discussion
26. Home Town Heroes Banner Proposal - Discussion
27. Public Comment
28. Adjournment

This is a tentative agenda provided for informational purposes only. Items may be added, removed, or modified at the discretion of the Town Board. Official minutes will be prepared and approved separately.

TENTATIVE LIST OF POSSIBLE RESOLUTIONS

to be considered at the September 14th, 2026 Regular Meeting of the Mendon Town Board

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. SOUND SYSTEM & RECORDING CHECK

4. APPROVAL OF AGENDA

(Resolution 26-___)

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

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

5. PUBLIC COMMENT

6. COMMUNICATIONS

- Town Clerk
- Highway Superintendent
- Town Engineer
- Town Attorney
- Town Board
- Town Supervisor

7. TOWN SUPERVISOR'S MONTHLY FINANCIAL REPORT

(Resolution 26-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to acknowledge receipt of the Town Supervisor's Monthly Report for July 2026.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

8. TOWN CLERK'S MONTHLY REPORT

(Resolution 26-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to acknowledge receipt of the Town Clerk's Monthly Report for August 2026, showing receipts and disbursements in the amount of $42,425.28.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

9. APPROVAL OF MINUTES

(Resolution 26-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the minutes of the regular meeting held on August 10th, 2026, as presented/amended.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

10. BUDGET ADJUSTMENTS

BUDGET ADJUSTMENT – RETAINING WALL PROJECT EXPENDITURE
(Resolution 26-___)
A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the following budget adjustment: A total amount not to exceed $35,500 from the Sidewalk Fund (account B8021.4) to Buildings & Grounds (account A1620.4) to revise a fund misallocation resulting from Resolution 26-208.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

BUDGET ADJUSTMENT – MRB INVOICE REALLOCATION
(Resolution 26-___)
WHEREAS, an MRB Group invoice was erroneously approved and paid for $20,428.00 out of the Sidewalk Fund (account B8021.4); and
WHEREAS, no funds should have been charged to the Sidewalk Fund, and the correct total invoice amount should have been $13,664.00;
NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the necessary budget adjustment to correct the accounts as follows:
Decrease Expenditure: Sidewalk Fund (account B8021.4) in the amount of $20,428.00
Increase Expenditure: ________ Fund, (account _________) in the amount of $13,664.00
Record Overpayment / Refund Due: ____________, (account ________) in the amount of $6,764.00
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

BUDGET ADJUSTMENT – TOWN ATTORNEY LEGAL FEES
(Resolution 26-___)
WHEREAS, the Town's legal expenditure for Town Attorney fees has exceeded the current budgeted allocation; and
WHEREAS, sufficient funds are available to cover these legal expenses;
NOW, THEREFORE, BE IT RESOLVED, that the Board hereby authorizes the following budget transfer:
Transfer from Account _________ in the amount of $______
Transfer to Account ________ in the amount of $________.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

11. ABSTRACTS OF AUDITED VOUCHERS

General Abstract A
(Resolution 26-___)
A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve all claims on vouchers numbered 26-438 to 26-449, on General Abstract 26-09A, in the amount of $37,467.74.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

General Abstract B
(Resolution 26-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve all claims on vouchers numbered 26-450 to 26-486, on General Abstract 26-9B, in the amount of $87,143.08.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

Highway Abstract
(Resolution 26-___)
A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve all claims on vouchers numbered 26-216 to 26-245, on Highway Abstract 26-9, in the amount of $166,297.92.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

Library Abstract A
Library vouchers numbered 26-____ to 26-____, on Library Abstract 26-____A, in the amount of $___________, were presented to the Town Board for payment.

Library Abstract B
Library vouchers numbered 26-____ to 26-____, on Library Abstract 26-____B, in the amount of $___________, were presented to the Town Board for payment.

12. PLANNING BOARD - APPOINTMENT TO BOARD
(Resolution 26-___)
A motion was made by Mr./s _____, seconded by Mr./s _____, to introduce and adopt the following resolution:
WHEREAS, a vacancy exists on the Town of Mendon Planning Board due to the resignation of Board member and chair James Snoddy;
NOW, THEREFORE, BE IT RESOLVED, that the Mendon Town Board hereby appoints Vincent Dick to the Town of Mendon Planning Board, effective immediately, to fill the unexpired term expiring December 31, 2031.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

13. PLANNING BOARD - CHAIR APPOINTMENT
(Resolution 26-___)
A motion was made by Mr./s _____, seconded by Mr./s _____, to introduce and adopt the following resolution:
WHEREAS, a vacancy exists in the position of Chairperson of the Town of Mendon Planning Board due to the resignation of board member and chair James Snoddy;
NOW, THEREFORE, BE IT RESOLVED, that the Mendon Town Board hereby designates Earl DeRue as Chairperson of the Town of Mendon Planning Board, effective immediately, for a term expiring December 31, 2026.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

14. RESOLUTION TO AUTHORIZE THE RELEASE OF ESCROW FUNDS FOR DELORES CRUMB
(Resolution 26-___)
A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the release of $7,500.00 from Escrow Account TA60 to Delores Crumb, following Building Inspector / Code Enforcement Officer

Corey Gates' inspection confirming the satisfactory completion of the required landscape buffer improvements at Lot #1 (#40) Topspin Drive.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

15. RESOLUTION TO AUTHORIZE TOWN SUPERVISOR LAND USE DECISION-MAKING TRAINING ATTENDANCE

(Resolution 26-___)
WHEREAS, the Monroe County Department of Planning and Development is offering a Land Use Decision-Making Training workshop on Tuesday, September 29, 2026, at Monroe Community College; and
WHEREAS, attendance at this session supports effective local land use decision-making and provides relevant instruction on SEQR fundamentals and site plan review;
NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Mendon hereby authorizes the Town Supervisor to attend the Land Use Decision-Making Training workshop on September 29, 2026; and
BE IT FURTHER RESOLVED, that the Town Board authorizes the payment of the $50.00 registration fee and any actual and necessary travel expenses incurred, to be paid from account A1220.4.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

16. RESOLUTION TO AUTHORIZE PURCHASE OF THREE DESKTOP COMPUTERS

(Resolution 26-___)
A motion was made by Mr/s. _____, seconded by Mr/s. _____, to authorize the purchase of three (3) Dell desktop computers, per the ongoing annual replacement schedule, for a total of $3,511.83, plus up to $540.00 for potential Microsoft Office licenses (up to three licenses at $180.00 each), for a total amount not to exceed $4,051.83, with funds to be allocated from budget line Central Computers - Equipment (A1610.2).
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

17. RESOLUTION AUTHORIZING WITHDRAWAL FROM THE MUNICIPAL HEALTH INSURANCE CONSORTIUM

(Resolution 26-___)
WHEREAS, The MHIC only offers one health insurance plan to towns rather than a choice of two or three plans, WHEREAS, The Town would be required to commit to join the Consortium for three years, WHEREAS, the Mendon Town Board has determined that declining participation in the Greater Tompkins County Municipal Health Insurance Consortium is in the best financial and operational interests of the Town of Mendon and its employees;
NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Mendon hereby formally withdraws its application and declines enrollment in the Greater Tompkins County Municipal Health Insurance Consortium, effective immediately; and
BE IT FURTHER RESOLVED, that the Town Supervisor is directed to transmit official notice of this withdrawal to the Consortium prior to September 24, 2026.
A motion was made by Mr./Ms. __________, seconded by Mr./Ms. _____________, to adopt the foregoing resolution.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

18. AUTHORIZATION TO SUBMIT COMMENTS REGARDING THE COPPERFIELD HOUSING DEVELOPMENT

(Resolution 26-___)

WHEREAS, the Village Board is currently reviewing a proposed residential housing development known as "Copperfield"; and

WHEREAS, the Town Board desires to submit official comments regarding potential inter-municipal traffic, infrastructure, and environmental impacts on the Town;

NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Mendon hereby approves the letter addressed to the Village Board concerning the Copperfield housing development; and

BE IT FURTHER RESOLVED, that the members of the Town Board are hereby authorized to sign and submit said letter to the Village Board.

A motion was made by Mr./s. _________, seconded by Mr./s. _________, to adopt the foregoing resolution.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

19. RESOLUTION INTRODUCING PROPOSED LOCAL LAW NO. ___ OF 2026 AND SETTING A PUBLIC HEARING THEREON

(Resolution 26-___)

WHEREAS, Town Board Member ___________ introduced a proposed local law amending the current Town Ethics Law to increase the number of members on the Ethics Board from three to five and conform the law to current behavioral expectations (the “Local Law”); and

WHEREAS, the Town Board is required to hold a public hearing in connection with the adoption of the proposed Local Law pursuant to the requirements of the New York Municipal Home Rule Law; and

WHEREAS, the Town Board has considered the matter in the context of the State Environmental Quality Review Act and preliminarily classifies the Local Law as a Type II action under 6 NYCRR 617.5(c)(26) for “routine or continuing agency administration and management, not including new programs or major reordering of priorities that may affect the environment.”

NOW THEREFORE BE IT RESOLVED, that a public hearing on the Local Law is scheduled for Monday, September 28th, 2026 at 7:05 p.m.; and

BE IT FURTHER RESOLVED, that the Town Clerk is directed to publish notice of the public hearing in accordance with all applicable laws; and

BE IT FURTHER RESOLVED, that because the Local Law is a Type II Action for purposes of SEQRA, no additional environmental review is required.

This resolution will take effect immediately upon its adoption.

Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

20. RESOLUTION FOR ADOPTION OF TOWN OF MENDON FACILITY USE POLICY

(Resolution 26-___)

A motion was made by Mr./s _____, seconded by Mr./s _____, to authorize the following:

WHEREAS, the Town of Mendon owns, operates, and maintains various municipal buildings and facilities, including but not limited to the Mendon Town Hall, Mendon Youth Center, Mendon Community Center, and other Town-owned properties; and

WHEREAS, the Town Board is vested with the authority to manage, control, and regulate the use of Town property pursuant to New York State Town Law §§ 60(1) and 64, and to adopt regulations for the protection of public safety, health, and welfare pursuant to Town Law § 130; and

WHEREAS, the Town Board recognizes the need to establish clear, consistent, and enforceable rules governing the use of Town facilities in order to promote public safety, ensure equitable access, protect Town property, and reduce municipal liability; and
WHEREAS, the Town Board further recognizes the importance of maintaining appropriate standards of conduct and safety, particularly in youth-serving facilities such as the Mendon Youth Center; and
WHEREAS, a proposed "Town of Mendon Facility Use Policy," dated April 2026, has been prepared for consideration, incorporating best practices from comparable municipalities, applicable provisions of New York State law, and existing Town policies; and
WHEREAS, the Town Board has reviewed said policy and desires to formally adopt it and authorize its implementation;
NOW, THEREFORE, BE IT RESOLVED, that the Town Board of the Town of Mendon hereby adopts the "Town of Mendon Facility Use Policy," dated April 2026, a copy of which is attached hereto and incorporated herein as Exhibit A; and
BE IT FURTHER RESOLVED, that the Facility Use Policy shall apply to all Town-owned buildings and facilities, including current and future properties, unless otherwise specifically provided by resolution of the Town Board; and
BE IT FURTHER RESOLVED, that the Town Supervisor, Town Clerk, and all appropriate Town officials and staff are hereby authorized and directed to implement, administer, and enforce the provisions of the Facility Use Policy; and
BE IT FURTHER RESOLVED, that Town staff are authorized to require compliance with the policy as a condition of entry, use, or rental of Town facilities, including requiring signed acknowledgments as part of any facility use application; and
BE IT FURTHER RESOLVED, that the Town Board may amend, modify, or suspend the Facility Use Policy, in whole or in part, by subsequent resolution as deemed necessary; and
BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.

21. PLANNING BOARD AND/OR BOARD-WIDE POLICIES ON DECORUM & THE MAINTENANCE OF ORDER - DISCUSSION

22. SOCIAL MEDIA POLICY - DISCUSSION

23. MENDON YOUTH CENTER - DISCUSSION

24. NYSERDA GRANT FOR LEVEL 2 EV CHARGERS - DISCUSSION

25. COMMUNITY CENTER STEPS/WALKWAY - DISCUSSION

26. HOME TOWN HEROES BANNER PROPOSAL - DISCUSSION

27. PUBLIC COMMENT

28. ADJOURNMENT
(Resolution 26-___)
A motion was made by Mr./s _____, seconded by Mr./s _____, to adjourn the meeting at _____PM.
Adopted/Denied Mr.Cheek AYE/NAY, Ms. Kreuzer AYE/NAY, Ms. Roberts AYE/NAY, Mr.Voorhees AYE/NAY, Mr. Alati AYE/NAY.