

The Organizational Meeting of the Mendon Town Board was held at 7:00PM, Monday, January 6, 2014, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

**PRESENT:** John D. Moffitt, *Supervisor*  
 Cynthia M. Carroll } *Town*  
 Michael E. Roberts } *Board*  
 John E. Rooney } *Members*

**ABSENT:** Wayne H. Menz

**TOWN CLERK:** James P. Merzke, *Town Clerk*

**OTHERS PRESENT:** William E. Smith, *Highway Superintendent*, and Sheldon W. Boyce, Jr., *Town Attorney*.

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

**PUBLIC COMMENT**

No one from the public wished to speak.

**AGENDA**

***(Resolution 14-001)***

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to adopt the agenda as presented.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**DELEGATION OF ADMINISTRATIVE DUTIES TO THE SUPERVISOR**

***(Resolution 14-002)***

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

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

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**TOWN ATTORNEY – APPOINTMENT**

***(Resolution 14-003)***

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to appoint Sheldon W. Boyce as Town Attorney, term to expire December 31, 2015.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**RECEIVER OF TAXES – APPOINTMENT**

***(Resolution 14-004)***

A motion was made by Mrs. Carroll, seconded by Mr. Rooney, to appoint James P. Merzke as Receiver of Taxes, term to expire December 31, 2015.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**POSITION APPOINTMENTS – PART TIME*****(Resolution 14-005)***

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to retain the following part time positions and appoint the designated individuals to serve at the pleasure of the Town Board, term to expire December 31, 2014:

Code Compliance Officer - Part Time	Thomas G. Voorhees
Building Inspector - Part Time	Thomas G. Voorhees
Planning Officer	Thomas G. Voorhees
Fire Marshall - Part Time	Thomas G. Voorhees
Dog Control Officer - Part Time	Joel Taylor
Civil Officer - Part Time	Joel Taylor
Assessment/Building Department Clerk - Part Time	Jan Dainard
Assessment/Building Department Clerk - Part Time	Peggy L. Potter
Court Clerk - Part Time	Susan Rocklein
Deputy Court Clerk - Part Time	Bonnie M. Toomey
Deputy Receiver of Taxes - Part Time	Bonnie M. Toomey
Secretary to the Planning Board and ZBA - Part Time	Mary Fletcher
Director of Seniors Recreation - Part Time	Raymond C. Milne
Meetings Recorder	Cathy A. Hoose

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**POSITION RETENTION*****(Resolution 14-006)***

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

BE IT RESOLVED, that this Town Board retains the position of Deputy Supervisor, established pursuant to Sec. 42 Town Law, term to expire December 31, 2014. The Deputy Town Supervisor will have full signatory powers on all of the Supervisor's accounts.

BE IT FURTHER RESOLVED, that this Town Board retains the position of Finance Officer – Part Time, term to expire December 31, 2014.

BE IT FURTHER RESOLVED, that this Town Board retains the position of Secretary to the Supervisor Part Time, term to expire December 31, 2014.

BE IT FURTHER RESOLVED that this Town Board retains the position of Town Historian – Part Time, pursuant to Sec. 57.07 of the Arts & Cultural Affairs Law, term to expire December 31, 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**Deputy Town Supervisor**

Supervisor Moffitt notified the Town Board that he has appointed John E. Rooney to the position of Deputy Town Supervisor, term to expire December 31, 2014.

**Finance Officer – Part Time**

Supervisor Moffitt notified the Town Board that he has appointed Mary Fletcher as Finance Officer – Part Time, term to expire December 31, 2014.

**Secretary to the Supervisor – Part Time**

Supervisor Moffitt notified the Town Board that he has appointed Mary Fletcher as Secretary to the Supervisor – Part Time, term to expire December 31, 2014.

**Town Historian – Part Time**

Mr. Moffitt notified the Town Board that he has appointed Diane C. Ham as Town Historian – Part Time, term to expire December 31, 2014.

**DEPUTY TOWN CLERK-PART TIME – POSITION RETENTION***(Resolution 14-007)*

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to retain the Deputy Town Clerk – Part Time position, with the full powers and duties of the Town Clerk.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

Town Clerk Merzke notified the Board that he has appointed Bonnie M. Toomey to the position of Deputy Town Clerk – Part Time.

**DEPUTY HIGHWAY SUPERINTENDENT/CLERK – POSITION RETENTION AND APPOINTMENT***(Resolution 14-008)*

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to retain the position of Deputy Highway Superintendent/Clerk.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

Highway Superintendent Smith notified the Board that he has appointed Gary Loope to the position of Deputy Highway Superintendent/Clerk.

**ZONING BOARD OF APPEALS ATTORNEY – POSITION RETENTION AND APPOINTMENT***(Resolution 14-009)*

A motion was made by Mrs. Carroll, seconded by Mr. Rooney, to retain the position of Zoning Board of Appeals Attorney, and appoint Douglas Jones to the position, term to expire December 31, 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**PLANNING BOARD ATTORNEY – POSITION RETENTION AND APPOINTMENT***(Resolution 14-010)*

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to retain the position of Planning Board Attorney, and appoint Raymond L. Ruff to the position, term to expire December 31, 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**DEPUTY TOWN ATTORNEY – POSITION RETENTION AND APPOINTMENT***(Resolution 14-011)*

A motion was made by Mrs. Carroll, seconded by Mr. Rooney, to retain the position of Deputy Town Attorney, and appoint Raymond L. Ruff to the position, term to expire December 31, 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**JUSTICE COURT – TEMPORARY ASSIGNMENT OF JUSTICES***(Resolution 14-012)*

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to adopt the following:

BE IT RESOLVED, that this Town Board consents to the assignment of the Town of Mendon Justices, pursuant to New York State Uniform Justice Court Act §106(2), to preside in other Town or Village courts in the Seventh Judicial District as need arises during the year 2014, and the temporary assignment of other Town Justices to preside in Mendon Town Court as the need arises during the year 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**LIAISONS**

Mr. Moffitt appointed the following Town Board members as liaisons:

American Legion

Mr. Menz

Board of Assessment Review

Mr. Roberts

Environmental Conservation Board

Mr. Rooney

Farmland Advisory Committee

Mrs. Carroll

Historic Preservation Commission	Mrs. Carroll
Honeoye Falls/Lima School District (Recreation/Assets)	Mr. Moffitt
Honeoye Falls/Mendon Chamber of Commerce	Mr. Moffitt
Honeoye Falls-Mendon Historical Society	Mr. Menz
Judiciary	Mr. Roberts
Library	Mrs. Carroll
Planning Board	Mr. Roberts
Senior Citizens	Mr. Menz
Zoning Board of Appeals	Mr. Rooney

### **TOWN BOARD MEETINGS SCHEDULE**

The Town Board acknowledges the following schedule of Town Board Meetings for 2014, adopted at its December 9, 2013 regular meeting:

7:00PM Mondays as follows: January 27, February 10, March 10, March 24, April 14, May 12, June 9, July 7, August 11, September 8, September 22, October 20, November 10, and December 8. Meetings will be held at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY, with the exception of months with two meetings. The second meeting of those months will be held at the Mendon Fire Hall, 101 Mendon Ionia Road, Mendon, NY.

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

#### ***(Resolution 14-013)***

A motion was made by Mrs. Carroll, seconded by Mr. Rooney, to adopt following:

WHEREAS, the Town of Mendon, pursuant to Regulation 315.4, is required to establish by resolution, a standard work day for each elective or appointive office or position for reporting purposed to the New York State and Local Retirement System, and

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

#### **POSITION – HOURS**

Town Board Member – 7.5 days per month/7 hours per day

Highway Department Employees – 5 days per week/8 hours per day

Highway Superintendent – 5 days per week/8 hours per day

Justices – 7.5 days per month/7 hours per day

Member of Environmental Conservation Board – .5 days per meeting/7 hours per day

Member of Planning Board – .5 day per meeting/7 hours per day

Member of Zoning Board of Appeals – .5 day per meeting/7 hours per day

Supervisor – 5 days per week/7 hours per day

Town Attorney – 15 days per month / 7 hours per day

Town Clerk – 5 days per week/7 hours per day

Hall Employees – 5 days per week/7 hours per day

Library Employees – 5 days per week/7 hours per day.

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

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

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**2014 HOLIDAY SCHEDULES**

The following 2014 Holiday Schedules were approved by the Town Board at their December 9, 2013 meeting:

**Town Hall**

Wednesday, January 1, 2014, New Year's Day  
Monday, January 20, 2014, Dr. Martin Luther King, Jr. Day  
Monday, February 17, 2014, President's Day  
Friday, April 18, 2014, Good Friday  
Monday, May 26, 2014, Memorial Day (observed)  
Friday, July 4, 2014, Independence Day  
Monday, September 1, 2014, Labor Day  
Monday, October 13, 2014, Columbus Day  
Tuesday, November 11, 2014, Veteran's Day  
Thursday, November 27, 2014, Thanksgiving Day  
Friday, November 28, 2014, Float Day  
Thursday, December 25, 2014, Christmas Day  
Friday, December 26, 2014, Float Day

**Highway Department**

Friday, April 18, 2014 – Good Friday  
Monday, May 26, 2014 – Memorial Day (observed)  
Monday, June 30, 2014 – (in lieu of President's Day)  
Tuesday, July 1, 2014 – (in lieu of New Year's Day)  
Wednesday, July 2, 2014 – (in lieu of MLK Day)  
Thursday, July 3, 2014 – Floating Holiday  
Friday, July 4, 2014 – Independence Day  
Monday, September 1, 2014 – Labor Day  
Monday, October 13, 2014 – Columbus Day  
Tuesday, November 11, 2014 – Veterans' Day  
Thursday, November 27, 2014 – Thanksgiving  
Friday, November 28, 2014 – Floating Holiday  
Thursday, December 25, 2014 – Christmas

**TOWN HALL OPERATING HOURS**

The Town Board acknowledges the 2014 Operating Hours for the Town Hall, adopted at its December 9, 2013 regular meeting: Monday through Thursday, 8:00AM to 4:00PM, Friday, 8:00AM-1:00PM. These hours will be followed for the entire year.

**POLICY AND PROCEDURES MANUAL*****(Resolution 14-014)***

A motion was made by Mrs. Carroll, seconded by Mr. Rooney, to adopt the Town of Mendon Policy and Procedures Manual with the following amendments:

**Page 7****9. Leave Due to Death**

A total of **two** days per occurrence will be allowed as bereavement leave for death in the family. Family is intended to include parent, or an individual who fulfilled the role of parent, spouse, grandparent, children, sister, brother, parent-in-law, or relative that is a member of the same household. If an employee is already receiving compensation for a leave period (i.e. holiday, sick leave, vacation, etc.), bereavement leave will not be paid.

Change to **five days**

**Page 9**

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

Change to **At the retiree's option, the Town will pay the equivalent amount directly to a program of the retiree's choosing.**

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**EMERGENCY PREPAREDNESS (DISASTER) PLAN**

***(Resolution 14-015)***

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to adopt the current Emergency Preparedness (Disaster) Plan.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**OFFICIAL TOWN MAP**

***(Resolution 14-016)***

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, that the Official Town Map be updated as required by New York State Town Law to reflect any changes that occurred during the year 2013.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**OFFICIAL NEWSPAPER**

***(Resolution 14-017)***

A motion was made by Mr. Roberts, seconded by Mr. Rooney, pursuant to Sec. 64(11) Town Law, to designate *The Sentinel* as the official Town newspaper for 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**EMERGENCY RESPONSE – HIGHWAY DEPARTMENT**

***(Resolution 14-018)***

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

To continue the authority, previously established by the Town Board, allowing the Highway Superintendent to respond to requests from emergency providers for assistance during the year 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**MENDON FIRE HALL – ICE CONTROL**

***(Resolution 14-019)***

A motion was made by Mrs. Carroll, seconded by Mr. Rooney, to adopt the following:

WHEREAS, this Town Board and other town boards and committees use the meeting room of the Mendon Fire Hall for meetings at no charge, and

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

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

NOW, THEREFORE, BE IT RESOLVED, that this Town Board authorizes the Highway Department to perform ice removal operations at the Mendon Fire Hall during the year 2014 as time and equipment availability permits.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**BOARDS, COMMITTEES, COMMISSIONS – ADVERTISE FOR MEETINGS*****(Resolution 14-020)***

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

Board of Assessment Review – as needed

Environmental Conservation – 3<sup>rd</sup> Monday of each month at 7:00PM

Farmland Advisory Committee – as needed

Historic Preservation Commission – 2<sup>nd</sup> Wednesday of each month, 7:30PM

Planning Board – 2<sup>nd</sup> and 4<sup>th</sup> Wednesday of each month at 7:00PM

Town Board –per schedule above at 7:00PM

Zoning Board of Appeals – 2<sup>nd</sup> and 4<sup>th</sup> Thursday of each month as needed at 7:00PM

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**OFFICIAL UNDERTAKINGS*****(Resolution 14-021)***

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to approve the official undertakings required by Section 25 of NYS Town Law. The undertakings are provided by a blanket undertaking (as allowed by Section 11 of Public Officers Law) with Argonaut Insurance Company (aka Trident), providing coverage in the amount of \$250,000 for employee dishonesty; \$100,000.00 for forgery or alteration, theft, disappearance and destruction for all officers and employees; with excess coverage for the Supervisor, Town Clerk, Tax Receiver and Finance Officer of \$500,000.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**SALARIES – ELECTED/APPOINTED/HOURLY WAGES*****(Resolution 14-022)***

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

**Highway Department – Hourly**

Deputy Highway Superintendent/Clerk	23.47
Lead Mechanic	27.18
Building and Grounds Manager	24.35
Mechanic Assistant	20.65
Heavy Equipment Operator	25.66
Heavy Equipment Operator	26.46
Medium/Mechanical Equipment Operator	23.47
Medium/Mechanical Equipment Operator	20.65
Medium/Mechanical Equipment Operator	21.29
Medium/Mechanical Equipment Operator	21.29
Medium/Mechanical Equipment Operator	19.85
Medium/Mechanical Equipment Operator	21.29
Medium/Mechanical Equipment Operator	19.52
Dispatcher	13.52
Dispatcher	12.54
Dispatcher	12.17
Dispatcher	12.54

**General Personnel - Hourly**

Bldg./Assmt Clerk	12.58
Bldg./Assmt Clerk	10.40

Court Clerk	16.62
Custodian	11.88
Dep. Court Clerk/Dep. TC	17.95
Election Inspectors	
Primary, Election, Registration	10.00/hr.
Chair	Determined by BOE
Meetings Recorder	11.00
<b><u>General Personnel - Salary</u></b>	
Assessor	25,750.00
Building Inspect/Codes Enforce Officer	66,700.00
Deputy Receiver of Taxes	923.00
Dog Control Officer	5,150.00
Finance Officer	29,561.00
Fire Marshall	2,512.00
Historian	2,200.00
Planning Board Attorney	10,403.00
Planning Officer	1,361.00
Planning Board/ZBA Clerk	9,904.00
Receiver of Taxes	7,388.00
Recreation Leader	200.00
Secretary to the Supervisor	14,049.00
Town Attorney	58,352.00
Zoning Board Attorney	10,403.00
<b><u>Appointed Board Members</u></b>	
Assessment Board of Review	125.00/yr.
Conservation Board Chair	41.00/mtg.
Conservation Board Member	21.00/mtg.
Planning Board Chair	52.00/mtg
Planning Board Member	31.00/mtg
Zoning Board Chair	52.00/mtg.
Zoning Board Member	31.00/mtg
<b><u>Elected Officials</u></b>	
Councilperson (4)	8,237.00 Highway
Superintendent	74,216.00
Supervisor	54,531.00
Town Clerk	66,541.00
Town Justice (2)	13,935.00

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**PERSONNEL POLICY – VARIABLE AMOUNTS ASSOCIATED WITH POLICIES**  
**(Resolution 14-023)**

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

**Medical Benefits:**

Full-time employees hired prior to 1/1/10, will contribute eight percent (8%) of their monthly medical insurance, through payroll deduction.



Full-time employees hired after 1/1/10 will contribute fifteen percent (15%) of their monthly medical insurance premium, through payroll deduction. Dental Benefits: The Town will fund this coverage, in full, for eligible employees hired prior to 1/1/10. Eligible employees hired after 1/1/10 will contribute fifteen percent (15%) of the monthly premium, through payroll deduction. Health Reimbursement Account (HRA): The Town will make a deposit of \$450.00 into a Health Reimbursement Account (HRA) for each full-time employee.

Uniforms:

Full-time highway department employees will be reimbursed up to \$120.00 per year to be used for purchasing proper clothing for work pursuant to the Highway Department clothing standards.

Work Shoes:

Full-time employees who, for safety reasons, shall be required to wear steel toed boots or shoes, shall be reimbursed up to \$200 per year for the purchase of these shoes or boots.

Supervisor Moffitt explained the change from last year.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**SALARY SCHEDULE – PAYMENT CYCLE**

***(Resolution 14-024)***

A motion was made by Mr. Roberts, seconded by Mr. Carroll, to adopt the salary payment schedule as follows:

1. January 2
2. January 16
3. January 30
4. February 13
5. February 27
6. March 13
7. March 27
8. April 10
9. April 24
10. May 8
11. May 22
12. June 5
13. June 19
14. July 3
15. July 17
16. July 31
17. August 14
18. August 28
19. September 11
20. September 25
21. October 9
22. October 23
23. November 6
24. November 20
25. December 4
26. December 18

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**MILEAGE ALLOWANCE*****(Resolution 14-025)***

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to set the mileage allowance at the rate established by the Internal Revenue Service.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**ANNUAL REPORT OF SUPERVISOR*****(Resolution 14-026)***

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to adopt the following:

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

BE IT FURTHER RESOLVED, that this report be prepared by Joseph Lebda, 77 Garden Parkway Henrietta NY, former Office of the State Comptroller auditor at a cost not to exceed \$900.00 from Acct. A1310.110.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**ANNUAL ACCOUNTING – TOWN BOARD COMMITTEE*****(Resolution 14-027)***

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to appoint Mrs. Carroll and Mr. Roberts to a Town Board Committee to meet for the purpose of an annual accounting, on or before April 1, 2014, or as soon thereafter as possible.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**OFFICIAL BANKS*****(Resolution 14-028)***

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to name the following as official banks of the Town of Mendon: Canandaigua National, Chase, Manufacturers and Traders Trust Company, and Five Star Bank.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**PAYMENTS BEFORE AUDIT*****(Resolution 14-029)***

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

BE IT RESOLVED, pursuant to Section 118 (2) of the Town Law, that this Board authorizes the payment in advance of audit of claims for public utility services (electric, gas, water, sewer and telephone services), postage, freight and express charges, and

BE IT FURTHER RESOLVED, that all such claims shall be presented at the next regular meeting for audit, and

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

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**REVIEW OF MONTHLY VOUCHERS**

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

January – Mrs. Carroll

February – Mr. Menz

March – Mr. Roberts

April – Mr. Rooney

May – Mrs. Carroll

June – Mr. Menz  
 July – Mr. Roberts  
 August – Mr. Rooney  
 September – Mr. Carroll  
 October – Mr. Menz  
 November – Mr. Roberts  
 December – Mr. Rooney

### **PETTY CASH FUNDS**

#### ***(Resolution 14-030)***

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

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

### **FEE SCHEDULE**

#### ***(Resolution 14-031)***

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to adopt the 2014 Town of Mendon Fee Schedule below:

### **BUILDING DEPARTMENT**

#### Residential Occupancy

##### New Construction

(includes building equipment, building systems and garage)  
 Addition, Remodel, Alteration, Renovation, Repair

\$0.18/square foot  
 \$200.00 minimum fee  
 \$70.00 up to 1000 SF  
 \$35.00 for each 500 SF thereafter

##### Accessory Structure

(includes new or addition to a garage, barn, pool cabana,  
 shed, greenhouse, deck, etc.)

\$40.00 up to 1000 SF  
 \$20.00 for each 500 SF thereafter

##### Other

Demolition

\$15.00

Removal of Fuel Storage Tanks

\$30.00

Swimming Pool - Above Ground  
 - Inground

\$30.00 inc. fence and 200 SF deck  
 \$75.00 inc. fence

Pond

\$50.00

Construction Trailer

\$20.00

Free Standing Antennas

\$75.00 radio, wind turbines, etc

Fireplace, Chimney, Solid Fuel Burning Device

\$40.00 repair or installation

Fence and Earth Berms

\$30.00

Outdoor Sporting Court with Fence

\$25.00

Generators

\$50.00

Signs

\$20.00 inc. subdivision, home  
 occupation, physician, vet,  
 roadside stand

##### Re-inspection Fees

Levied to the permit holder at the discretion of the Bldg.

Dept when multiple inspection of the same item are required

\$25.00 inspection

Engineering Fees

Any fees incurred at the discretion of the Bldg. Dept. in the review of plans and construction will be charged to the applicant at cost plus 2% for administrative expenses

Zoning Compliance Letter	\$30.00
Copy of Issued Permit	\$ 5.00/permit

**Commercial/Industrial Occupancy**New Construction (excluding Communications Towers)

Includes structure building systems, building equipment, and all common, public and tenant space)	\$0.20/square foot \$200.00 minimum fee
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<u>Communications Tower</u>	\$0.20/square foot of leased area \$200.00 minimum fee
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<u>Addition, Remodel, Alteration, Renovation, Repair</u> of all or part of the structure	\$100.00 up to 1000 SF \$50.00 for each 500 SF thereafter
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New or Added Shell Only

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

Accessory Structure

Includes new or addition to a shed, barn, garage, pool cabana, solar collector, etc	\$40.00 up to 1000 SF \$20.00 for each 500 SF thereafter
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Other

Demolition	\$50.00
Swimming Pool	\$50.00 inc. fence
Pond	\$50.00 Construction
Trailer	\$20.00
Free Standing Antennas	\$50.00 dish, radio, television, etc.
Fireplace, Chimney, Solid Fuel Burning Device	\$30.00 repair or installation
Fence and Earth Berms	\$20.00
Outdoor Sporting Court with Fence	\$20.00
Signs	\$30.00 1 to 30 SF \$50.00 31 to 50 SF \$1.25/SF over 50 SF

## Re-inspection Fees

Levied to the permit holder at the discretion of the Bldg. Dept when multiple inspection of the same item are required	\$25.00 inspection
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## Engineering Fees

Any fees incurred at the discretion of the Bldg. Dept. in the review of plans and construction will be charged to the applicant at the cost plus 2% for administrative expenses.

Zoning Compliance Letter	\$30.00
Copy of Issued Permit	\$ 5.00/permit

## EXCAVATION FEES

Permit	\$100.00 per acre to be excavated
Excavation	\$500.00/year up to 10,000 cu yds
	\$3,000.00/year over 10,000 cu yds

**HIGHWAY DEPARTMENT**

Driveway Permit	\$100.00
Road Cut/Right-of-Way	\$300.00

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

**PLANNING/ZONING DEPARTMENT****Planning Board**Residential

Site Plan		\$350.00 one lot
		\$50.00 each addl lot
Accessory Structure Site Plan less than 1000 sq ft footprint		\$125.00
Subdivision of Land		
1-4 lots	Application Fee	\$150.00
	plus	\$50.00 per lot
5 lots or more	Application Fee	\$250.00
	plus	\$50.00 per lot Public
Hearing		\$100.00
Review of Conservation Easements (Attorney Fees)		\$75.00 1-3 lots
		\$25.00 each addl lot
		not to exceed \$500.00
Commercial or Industrial		
Site Plan		\$300.00
	plus	\$25.00 per 1000 SF
Subdivision of Land (including P.U.D.'s)	Application Fee	\$150.00
	plus	\$25.00 per acre
Public Hearing		\$200.00

Engineering Fee Deposit (All Applications)

Site Plan		\$675.00
	plus	\$30.00 adm fee
Subdivision		\$165.00 per lot
	plus	\$30.00 adm fee
EPOD Development Permit application		\$15.00
Recreation Fee (All Applications)		\$1,200.00 per lot
Special Use Permit		\$250.00
Map Resigning Fee		\$150.00

**Zoning Board Of Appeals**

Area Variance	\$250.00
Use Variance	\$500.00
Review of Code Enforcement Officer's determination/interpretation	\$100.00
Temporary Use Permit	\$100.00

**Additional Engineering Fees**

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

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

**TOWN CLERK'S OFFICE**Avoidable Fire Alarm Fine

Second (within 2 years)	\$100.00
Third (within 2 years)	\$200.00
Thereafter (within 2 years).	\$300.00

Bicentennial Items

Calendars	\$6.00
Small Mugs (w or w/out brush)	\$5.00
Large Mugs	\$8.00

Copies

\$.25 per copy

Games of Chance

\$25.00 per occasion

Hamlet Sign Print

\$5.00

1872 Map (historic)

\$2.00

Marriage

License	\$25.00
Transcript	\$10.00

Mugs

\$4.00 each

Set of 4	\$12.00
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Notary Service

FREE

Peddler's Permit

Applicant	\$500.00 per six (6) months
Employee of applicant	\$100.00 per employee for six (6) months

Publications

Around Mendon and Honeoye Falls	\$20.00
Hamlet of Mendon Historic Walking Tour	\$2.00

History of Mendon and Honeoye Falls	\$25.00
Bells and Whistlestops	\$3.00
Mendon's Cobblestone Landmarks	\$10.00
Migration to Mendon	\$10.00
Murder and Mayhem	\$22.00
<u>Returned Check Fee</u>	\$20.00

*The Code of the Town of Mendon is available directly from General Code Publishers (1-800-836-8834)*

Supervisor Moffitt explained the changes from last year.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

### **ENVIRONMENTAL CONSERVATION BOARD**

#### **Member Appointment**

*(Resolution 14-032)*

A motion was made by Mr. Carroll, seconded by Mr. Roberts, to appoint Eric R. Knaak, David A. Newman, and Alex Nies to the Environmental Conservation Board, term to expire December 31, 2015.

Mr. Rooney asked about remaining vacancies. Supervisor Moffitt replied that this left one.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

#### **Chair Appointment**

*(Resolution 14-033)*

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to appoint Eric R. Knaak as Chair of the Environmental Conservation Board, term to expire December 31, 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

### **HISTORIC PRESERVATION COMMISSION**

#### **Member Appointment**

*(Resolution 14-034)*

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to appoint Geoffrey P. Tesch to the Historic Preservation Commission, term to expire December 31, 2016.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

#### **Chair Appointment**

*(Resolution 14-035)*

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to appoint Blake H. Held to the position of Chair of the Historic Preservation Commission, term to expire December 31, 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

### **LIBRARY BOARD OF TRUSTEES**

*(Resolution 14-036)*

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to appoint Molly S. Brazak to the Library Board of Trustees, term to expire December 31, 2018.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**PLANNING BOARD****Member Appointment*****(Resolution 14-037)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to appoint the following individuals to the Planning Board: Donald T. Irvine, term to expire December 31, 2018; and David J. Engel, term to expire December 31, 2015.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**Chair Appointment*****(Resolution 14-038)***

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to appoint Brent Rosiek as Chair of the Planning Board, term to expire December 31, 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**RECORDS MANAGEMENT ADVISORY BOARD*****(Resolution 14-039)***

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to approve the Town Clerk's recommendation for the following individuals to serve on the Records Management Advisory Board, terms to expire December 31, 2014: Diane C. Ham and Mary Louise Meisenzahl.

Mr. Merzke explained this board.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**ZONING BOARD OF APPEALS****Chair Appointment*****(Resolution 14-040)***

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to appoint Kevin P. Wright as Chair of the Zoning Board of Appeals, term to expire December 31, 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**ENGINEERING/PLANNING SERVICES AGREEMENTS*****(Resolution 14-041)***

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to continue the current agreement with MRB Group to provide professional engineering/planning services to the Town during the year 2014, according to their 2014 Standard Hourly Rate Schedule.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**HIGHWAY DEPARTMENT AGREEMENTS****Highway Superintendent – Summer Work On Town Roads*****(Resolution 14-042)***

A motion was made by Mrs. Carroll, seconded by Mr. Rooney, to approve the Highway Superintendent's Annual Contract for Summer Work on Town Roads as submitted to and reviewed by this Town Board and made a part of the minutes of this meeting.

Pursuant to the provisions of Section 284 of the Highway Law, we agree that moneys levied and collected in the Town for the repair and improvement of highways, shall be expended as follows:

1. GENERAL REPAIRS. The sum of \$135,610.00 shall be set aside to be expended for primary work and general repairs upon 49.5 miles of Town highways, including sluices, culverts, and bridges having a span of less than five feet and boardwalks or renewals thereof.
2. PERMANENT IMPROVEMENTS. The following sums shall be set aside to be expended for the permanent improvement of Town highways:



- a. On Amann Road, commencing at Boughton Hill Road and leading to the midpoint, a distance of .5 miles, there shall be expended not over the sum of \$7,384.67.  
Type: Stone and oil  
Width of traveled surface: 20'
- b. On Braemar Way, commencing at SR 64 and leading to the cul-de-sac, a distance of .31 miles, there shall be expended not over the sum of \$5,159.56.  
Type: Stone and Oil  
Width of traveled surface: 20'
- c. On Buggywhip Trail, commencing at Langpap Road, and leading to the cul-de-sac, a distance of .42 miles, there shall be expended not over the sum of \$6,594.90.  
Type: Stone and Oil  
Width of traveled surface: 20'
- d. On Chamberlain Road, commencing at Cheese Factory Road and leading to Bulls Sawmill Road, a distance of 1.5 miles, there shall be expended not over the sum of \$21,427.69.  
Type: Stone and Oil  
Width of traveled surface: 21'
- e. On Quaker Meeting House Road, commencing at Cheese Factory Road and leading to SR 251, a distance of 1.52 miles, there shall be expended not over the sum of \$120,619.79.  
Type: Nova Chip  
Width of traveled surface: 28'
- f. On Hedgerow Circle, commencing at Sibley Road and leading to the cul-de-sac, a distance of .05 miles, there shall be expended not over the sum of \$9,089.96.  
Type: Mill and fill  
Width of traveled surface: 20'  
Thickness: 2.0"
- g. On Langpap Road, commencing at SR 64 and leading to the Lanning Road, a distance of 1.07 miles, there shall be expended not over the sum of \$15,666.74.  
Type: Stone and Oil  
Width of traveled surface: 20'
- h. On Main Street Fishers Road, commencing at Mile Square Road and leading to the Victor Town Line, a distance of .36 miles, there shall be expended not over the sum of \$5,787.98.  
Type: Stone and Oil  
Width of traveled surface: 20'
- i. On Mendonshire Drive, commencing at SR64 and leading to Hunt Club Drive, a distance of .43 miles, there shall be expended not over the sum of \$40,425.60.  
Type: Mill and fill  
Width of traveled surface: 20'  
Thickness: 2"
- j. On Sycamore Ridge, commencing at SR 65 and leading to the cul-de-sac, a distance of .4 miles, there shall be expended not over the sum of \$40,737.65.  
Type: Mill and fill.  
Width of traveled surface: 20'  
Thickness: 2"
- k. On Taylor Road, commencing at Chamberlain Road and leading to West Bloomfield Road, a distance of .95 miles, there shall be expended not over the sum of \$29,029.42.  
Type: Stone and Oil (Double)  
Width of traveled surface: 20'

- i. On Cole Road, commencing at SR64 and leading to Mile Square Road, a distance of 1.03 miles, there shall be expended not over the sum of \$15,392.91.  
Type: Stone and Oil  
Width of traveled surface: 20'

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

#### **Commercial Driver's License Drug Testing Policy**

##### ***(Resolution 14-043)***

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to continue the current agreement with Educational Resource Associates through 2014, which provides the Town with the Employees Assistance Program, which includes a commercial driver's license drug testing program at a cost not to exceed \$1,055.00.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

#### **Hamlet Street Lighting Maintenance Agreement**

##### ***(Resolution 14-044)***

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to continue the current agreement with Power & Constriuction Group (which includes Livingston Lighting and Power) through 2014, to repair and maintain the Town's Energy Only Street Lighting. Labor and material costs will be billed according to their 2014 rates.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

#### **TOWN HALL AGREEMENTS**

##### **Heating and Cooling**

##### ***(Resolution 14-045)***

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to continue the current agreement with John Betlem Heating & Cooling, Inc. for a Preventative Maintenance Agreement for the HVAC equipment at the Town Hall, including coverage for the four systems in the building through 2014 at a cost not to exceed \$688.00.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

##### **Security System**

##### ***(Resolution 14-046)***

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to continue the current agreement with Tyco Integrated Systems (ADT) to provide security system monitoring services for the Town Hall during the year 2014 in the amount not to exceed \$400.00.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

##### **Sprinkler System Service**

##### ***(Resolution 14-047)***

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to continue the current agreement with Flower City Sprinkler Services for sprinkler inspection service through 2014 at a cost not to exceed \$500.00 (\$125.00 per quarter).

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

##### **Fire Extinguisher Service**

##### ***(Resolution 14-048)***

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to continue the current agreement with Rochester Fire Equipment Company Inc. for extinguisher service through 2014 at a cost not to exceed \$150.00.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**COMMUNITY CENTER AGREEMENTS****Heating and Cooling*****(Resolution 14-049)***

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to continue the current agreement with John Betlem Heating & Cooling, Inc. for a Preventative Maintenance Agreement for the heating equipment at the Town of Mendon Falls Post 664 Community Center, including coverage for the two systems in the building through 2014 at a cost not to exceed \$240.00.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**Security System*****(Resolution 14-050)***

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to continue the current agreement with Casco Security Systems to provide security system monitoring services for the Town of Mendon Falls Post 664 Community Center during the year 2014 in the amount not to exceed \$400.00.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**VILLAGE OF HONEOYE FALLS AGREEMENTS****Reciprocal Snow Removal*****(Resolution 14-051)***

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to continue the current arrangement for snowplowing services to be performed by the Town within the limits of the Village of Honeoye Falls through the year 2014, with the addition of the arrangements made for the Village to plow the sidewalks at 15 Monroe Street and 22 North Main Street.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**HONEOYE FALLS-LIMA CENTRAL SCHOOL DISTRICT AGREEMENTS****Use of Semmel Road Park*****(Resolution 14-052)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to continue the current arrangement with the Honeoye Falls-Lima Central School District to allow the use of the Semmel Road Park for School District sponsored cross country running and skiing meets in exchange for the maintenance of the tracks used for these meets and for residents of the community through 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**Ice Control*****(Resolution 14-053)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to continue the current arrangement with the Honeoye Falls-Lima Central School District that the Town will furnish ice control services to the School District in exchange for a fee to be determined based on actual salt usage.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**MONROE COUNTY CONTRACTS****Rochester-Monroe County Youth Bureau*****(Resolution 14-054)***

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

WHEREAS, this Town Board wishes to continue in the year 2014 to participate in the Comprehensive Youth Planning Services Program for which the County of Monroe is lead agency.

NOW, THEREFORE, BE IT RESOLVED, that Supervisor Moffitt execute the Contract with the Rochester-Monroe County Youth Bureau for that purpose when received.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**Monroe County – All Seasons County/Town Work Agreement – 2014 Amendment**  
***(Resolution 14-055)***

A motion was made by Mr. Rooney, seconded by Mr. Roberts, that upon recommendation of the Highway Superintendent, this Board authorizes the Supervisor to execute the Amendatory Agreement for the All Seasons County/Town Work Agreement for 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**Work Agreements**

***(Resolution 14-056)***

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to authorize Supervisor Moffitt to execute various Monroe County Work Agreements for machinery rental, necessary operators and additional manpower for 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**Signage and Striping Agreements**

***(Resolution 14-057)***

A motion was made by Mr. Rooney, seconded by Mr. Roberts, to authorize Supervisor Moffitt to execute the agreement with Monroe County regarding Signage and Striping for 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**COMMUNITY ORGANIZATION AGREEMENTS**

**Honeoye Falls-Mendon Community Concert Band**

***(Resolution 14-058)***

A motion was made by Mrs. Carroll, seconded by Mr. Rooney, to enter into an agreement with the Honeoye Falls-Mendon Community Concert Band to perform two (2) concerts for the residents of Mendon outside the Village of Honeoye Falls during 2014, at a cost of \$1,000.00 per concert held.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**Honeoye Falls-Mendon Historical Society**

***(Resolution 14-059)***

A motion was made by Mrs. Carroll, seconded by Mr. Rooney, to continue the current contract with the Honeoye Falls-Mendon Historical Society for the year 2014, to maintain a display of historic photographs and objects pertaining to the Town and the Town Hall in the lobby of the Town Hall, at a cost of \$700. The contract shall also provide that the Town will pay one-half of the actual cost of gas, electricity and telephone service for the Society's Museum at Harry Allen Park.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**USE OF TOWN MEETING ROOMS**

***(Resolution 14-060)***

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to adopt the following usage:

A meeting room in the Town of Mendon Falls Post 664 Community Center by the Honeoye Falls-Mendon Historical Society on the following dates at 7:00PM for the year 2014: January 9, February 6, March 6, April 3, May 1, September 4, October 2, and November 6; a meeting room in the Mendon Town Hall by the Mendon Republican Committee on the first Wednesday of each month at 7:00PM in the year 2014; a meeting room in the Town of Mendon Falls Post 664 Community Center by the Mendon Democratic Committee on the third Thursday of each month in 2014, at 7:00PM; the Town of Mendon Falls Post 664 Community Center by the American Legion Honeoye Falls Post 664 on the second Thursday of each month in 2014 at 7:30PM, and for their purposes on Memorial Day and Veterans Day; and a meeting room in the Town of Mendon Falls Post 664 Community Center for the Honeoye Falls-Mendon Senior Citizens Group on the second and fourth Tuesday of each month in 2014.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**CODE ENFORCEMENT OFFICER – CONFERENCE ATTENDANCE**

*(Resolution 14-061)*

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to approve the attendance of Code Enforcement Officer Thomas G. Voorhees and Code Enforcement Inspector James Turner, at the Finger Lakes Building Officials Annual Education Conference, March 17-20, 2014, at the RIT Inn andn Conference Center, for their required training to miantain state certification. Cost not to exceed \$780.00, is budgeted, and will be paid from account B3620.401.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**VOUCHERS**

**General Abstract**

*(Resolution 14-062)*

A motion was made by Mrs. Carroll, seconded by Mr. Rooney, to approve all claims on vouchers numbered 14-001 to 14-014, on General Abstract 14-01A, in the amount of \$71,609.43.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**A public hearing of the Mendon Town Board was held at 7:18PM, Monday, January 6, 2014, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.**

<b>PRESENT:</b>	John D. Moffitt, <i>Supervisor</i>		
	Cynthia M. Carroll	}	<i>Town</i>
	Michael E. Roberts	}	<i>Board</i>
	John E. Rooney	}	<i>Members</i>

**ABSENT:** Wayne H. Menz

**TOWN CLERK:** James P. Merzke, *Town Clerk*

**OTHERS PRESENT:** William E. Smith, *Highway Superintendent*, and Sheldon W. Boyce, Jr., *Town Attorney*.

The public hearing was held to consider a proposed local law to amend Chapter 121, “Historic Areas, Preservation of,” of the Mendon Town Code.

*Supervisor Moffitt opened the public hearing at 7:18PM.*

**PUBLIC COMMENT**

No one from the public wished to comment.

*(Resolution 14-063)*

A motion was made by Mr. Rooney, seconded by Mrs. Carroll, to close the public hearing at 7:19PM.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**LOCAL LAW 14-01 – “A LOCAL LAW TO AMEND CHAPTER 121, ‘HISTORIC AREAS, PRESERVATION OF,’ OF THE MENDON TOWN CODE - ADOPTION  
(Resolution 14-064)**

A motion was made by Mr. Roberts, seconded by Mr. Rooney, to adopt the following local law:

Be it enacted by the Town Board of the Town of Mendon, duly assembled:

- Section 1.           The first sentence of Subdivision A of section 121-4 of the Town Code is hereby amended to read as follows:  
  
                          The Commission shall consist of five members to be appointed by the Town Board.
- Section 2.           The second sentence of subdivision B of section 121-4 of the Town Code is hereby repealed.
- Section 3.           Subdivision F of section 121-4 of the Town Code is hereby amended to read as follows:  
  
                          Any action of the Commission shall require the affirmative vote of at least three voting members.
- Section 4.           This act shall take effect immediately upon filing with the Secretary of State.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.

**PUBLIC COMMENT**

No one from the public wished to speak.

**ADJOURNMENT**

*(Resolution 14-065)*

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to adjourn the meeting at 7:19PM.

Adopted: Mrs. Carroll, Aye; Mr. Roberts, Aye; Mr. Rooney, Aye; Mr. Moffitt, Aye.