

A regular meeting of the Mendon Town Board was held at 7:00PM, Monday, December 9, 2019, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

**PRESENT:** John D. Moffitt, *Supervisor*  
 Cynthia M. Carroll }  
 Thomas G. Dubois } *Town Board*  
 John L. Hagreen } *Members*  
 Michael E. Roberts }

**ABSENT:** None

**RECORDING SECRETARY:** Bonnie M. Toomey, *Deputy Town Clerk*

**OTHERS PRESENT:** Sheldon W. Boyce, Jr. *Town Attorney*, Daniel Bassette, *Zoning Board Chair*, and Karen R. Jenkins, *Town Board Member-Elect*.

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

#### **AGENDA**

##### **(Resolution 19-271)**

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

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

#### **PUBLIC COMMENT**

No one from the public wished to comment.

#### **COMMUNICATIONS**

##### **Town Clerk's Office**

Mrs. Toomey reported on the preparation for tax collection.

##### **Town Board**

Mrs. Carroll reported on the Library Board of Trustees and the Comprehensive Plan Update Citizens Advisory Committee.

Mr. Dubois reported on the Youth Center.

Mr. Hagreen reported on the Planning Board.

##### **Supervisor**

Supervisor Moffitt reported on an upcoming meeting with the Town Engineer; Code Enforcement Officer Thomas G. Voorhees' letter stating he would be retiring January 29, 2020; a trip to the Highway Department by the Scouts; a budget webinar; vacancies on boards; and the Board's distribution of hot chocolate for the upcoming HF Fire Department Christmas Parade.

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

##### **(Resolution 19-272)**

A motion was made by Mr. Hagreen, seconded by Mr. Dubois, to acknowledge receipt of the Supervisor's Monthly Report for November 2019.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

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

##### **(Resolution 19-273)**

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to acknowledge receipt of the Town Clerk's Monthly Report for November 2019, showing receipts and disbursements in the amount of \$4,469.00.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**MINUTES*****(Resolution 19-274)***

A motion was made by Mr. Hagreen, seconded by Mr. Dubois, to approve the minutes of the regular meeting held on November 18, 2019 as presented.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**BUDGET ADJUSTMENTS/TRANSFERS/RESERVE FUNDS*****(Resolution 19-275)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, approve the following budget adjustments:

From	A1355.120	Assessor BOAR	\$800.00
To	A1355.110	Assessor Staff	\$800.00
From	A1620.100	Bldg Town Hall Personnel	\$1,000.00
To	A1620.110	Bldg Comm Center Personnel	\$1,000.00
From	A1620.111	15 Mo. St. Personnel	\$2,700.00
To	A1620.112	Youth Center Personnel	\$2,700.00
From	A1670.405	Central Print Law Publications	\$100.00
To	A1670.409	Central Print Advert/Legals	\$100.00
From	A1410.410	Town Clerk Travel/Dues	\$1,000.00
To	A1220.410	Supervisor Travel/Dues	\$1,000.00
From	DA2417 Equip.	County Summer	\$15,700.00
To	DA5148.114	County Summer Work	\$15,700.00

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**VOUCHERS****General Abstract*****(Resolution 19-276)***

A motion was made by Mr. Roberts seconded by Mr. Dubois, to approve all claims on vouchers numbered 19-752 to 19-815, on General Abstract 19-12A, in the amount of \$151,103.31.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**Library Abstract**

Library vouchers numbered 19-147 to 19-163, on Library Abstract 19-12A, in the amount of \$9,022.46, were presented to the Town Board for payment.

**2020 TAX RECEIVER'S BOND – APPROVAL*****(Resolution 19-277)***

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

BE IT RESOLVED, by the Board of the Town of Mendon as follows:

Section 1. The Town Board hereby approves the surety, form and amount of the official undertaking for the faithful performance of the duties of the Town Clerk and Receiver of Taxes and Assessments, as follows:

Type of undertaking:	Public Employee Dishonesty
Insurance Company:	Trident-Argonaut Group
Policy Number:	PE-4627462-05
	1/1/20 – 1/1/21

Amount:	\$500,000.00 excess limits on Town Clerk & Tax Receiver
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Section 2. A true copy of this resolution shall be affixed to the undertaking to indicate this Board's approval thereon in accordance with Town Law §25.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**AMBULANCE BUILDING – RELEASE OF RETAINED FUNDS AND FINAL PAYMENT APPROVAL  
(Resolution 19-278)**

A motion was made by Mr. Roberts, seconded by Mr. Hagreen, to process Kaplan Schmidt Electric, Inc.'s retainage amount for the Ambulance Lighting Project in the amount of \$2,950.00, and paid from account B4540.41R. At the recommendation of LaBella, the check will be held until the work is completed.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**AMBULANCE BUILDING – INVOICE FOR VILLAGE OF HONEOYE FALLS  
(Resolution 19-279)**

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to send an invoice to the Village of Honeoye Falls in the amount of \$65,311.50 for their share of the Ambulance Lighting Project, according to the contract they signed with the Town.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**SUMMER RECREATION PROGRAM – CONTRACT WITH HF-L SCHOOL – APPROVAL  
(Resolution 19-280)**

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to authorize the Supervisor to enter into a contract with the Honeoye Falls-Lima Central School District regarding the Summer Recreation Program at a cost not to exceed \$15,500, to be paid from account B7320.400.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**TOWN DOG IMPOUND FACILITY – CONTRACT  
(Resolution 19-281)**

A motion was made by Mr. Dubois, seconded by Mr. Hagreen, to enter into a contract with Monroe Veterinary Associates/Suburban Animal Hospital for leased space and professional veterinary services in 2020 in relation to dog impoundment for the Town of Mendon. Related fees are made a part of the Fee Schedule.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**TOWN'S ANNUAL UPDATE DOCUMENT – CONTRACT WITH BONADIO & CO., LLP  
(Resolution 19-282)**

A motion was made by Mr. Hagreen, seconded by Mrs. Carroll, to contract with Bonadio & Co., LLP, Certified Public Accountants to prepare the Town's Annual Update Document, according to their engagement letter dated November 19, 2019. Associated fees based upon work performed to be paid from A1310.401.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**NYS ASSOCIATION OF TOWNS ANNUAL TRAINING – ATTENDANCE APPROVAL  
(Resolution 19-283)**

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to approve the attendance of the following Town officials at the 2020 NYS Association of Towns Annual Meeting & Training School, February 16-19, 2020, at the New York Marriott Marquis in New York, NY: Michelle Booth.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

**2020 TOWN BUDGET – SPECIAL DISTRICTS VALUE UPDATE  
(Resolution 19-284)**

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

BE IT RESOLVED by the Town Board of the Town of Mendon, duly assembled:

1. The Town Board acknowledges scrivener errors in the taxable value of the Special Districts listed below in the 2020 Town Budget. The correct amount is as shown below labeled as "County":

Mendon Fire District: Town Budget - \$520,770,131; County - \$520,700,131

Mendon Fire Protection: Town Budget - \$249,563,823; County - \$249,563,691

Water District #1#2: Town Budget - \$228,130,300; County - \$247,844,400

2. This resolution shall take effect immediately.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

12/09/19

TOWN OF MENDON

REGULAR MEETING

**PUBLIC COMMENT**

No one from the public wished to comment.

**ADJOURNMENT**

*(Resolution 19-285)*

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to adjourn the meeting at 7:35PM.

Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mr. Hagreen, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

*Minutes of this meeting were taken by Bonnie M. Toomey, Deputy Town Clerk.*