

The Regular Meeting of the Mendon Town Board was held at 7:00PM, Monday, June 9, 2014, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

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

ABSENT: John E. Rooney

TOWN CLERK: James P. Merzke

OTHERS PRESENT: Sheldon W. Boyce, Jr., *Town Attorney*, Gary Loope, *Deputy Highway Superintendent/Highway Clerk*, and two other people.

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

AGENDA

(Resolution 14-157)

A motion was made by Mr. Menz, seconded by Mrs. Carroll, to adopt the agenda with the following amendment: add new “No. 20 Bicentennial Calendars – Price Point” and renumber accordingly. Adopted: Mrs. Carroll, Aye; Mr. Menz, Aye; Mr. Roberts, Aye; Mr. Moffitt, Aye.

PUBLIC COMMENT

No one from the public wished to comment.

COMMUNICATIONS

Town Clerk

Mr. Merzke reported on the Final Report of Town Tax Collections for the 2014 Town and County tax collection season.

Highway Superintendent

Mr. Smith was attending a funeral, and his written report was distributed by Mr. Loope.

Town Attorney

Mr. Boyce reported on the Golisano assessment lawsuit.

Town Board

Mr. Roberts reported on the Planning Board.

Mr. Menz reported on the American Legion, and in doing so, thanked the Town Supervisor for his speeches at the Honeoye Falls and Mendon parades, Festival on the Green, and the Senior Citizen’s Group.

Mrs. Carroll reported on the Mendon Garden Walk, the Library Time Capsule, and the Historic Preservation Commission.

Supervisor

Supervisor Moffitt reported on the playground at St. Catherine of Sienna Church, parking at the Library for the Cancer Walk, the Town Hall internet upgrade, the Town Hall window replacement project, Summer Recreation, a certificate from PERMA showing no claims in the past year, the Community Center water timer, a land use report from Monroe County, Monroe County’s Capital Improvement Program – 2020, and the military banners in the Hamlet.

MINUTES***(Resolution 14-158)***

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to approve the minutes of the regular meeting held on May 12, 2014, as presented.

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

SUPERVISOR'S MONTHLY REPORT***(Resolution 14-159)***

A motion was made by Mr. Menz, seconded by Mr. Roberts, to acknowledge receipt of the Supervisor's Monthly Report for May 2014.

Supervisor Moffitt explained that the Comptroller's Office had changed some wording and that's why some titles are different on this month's report.

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

TOWN CLERK'S MONTHLY REPORT***(Resolution 14-160)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to acknowledge receipt of the Town Clerk's Monthly Report for May 2014, showing receipts and disbursements in the amount of \$5,904.00.

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

VOUCHERS**General Abstract*****(Resolution 14-161)***

A motion was made by Mr. Menz, seconded by Mr. Roberts, to approve all claims on vouchers numbered 14-237 to 14-282, on General Abstract 14-06, in the amount of \$208,755.28.

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

Highway Abstract***(Resolution 14-162)***

A motion was made by Mr. Menz, seconded by Mrs. Carroll, to approve all claims on vouchers numbered 14-146 to 14-170, on Highway Abstract 14-06, in the amount of \$66,205.96.

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

Library Abstract

Vouchers numbered 14-075 to 14-089, on Library Abstract 14-06, in the amount of \$11,854.95, were presented to the Town Board for payment, already having been approved by the Library Board of Trustees.

BUDGET ADJUSTMENTS***(Resolution 14-163)***

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

From	A1620.422	22 N. Main St. Insurance	\$650.00
To	A1310.410	Finance-Travel/Dues/Conference	\$650.00
From	A1620.408	Town Hall Electric	\$15.00
To	A1620.409	Town Hall Sewer	\$15.00
From	A1620.422	22 N. Main St. Insurance	\$1,850.24
To	A1910.410	Unallocated Insurance	\$1,850.24
From	A1620.422	22 N. Main St. Insurance	\$215.00
To	A3510.440	Dog Control Equipment	\$215.00
From	A9901.902	Garage BAN	\$31,518.00
To	A9901.901	Dreisbach Property	\$31,518.00

From	B1910.4	Insurance	\$897.71
To	B7450.4	Hist. Soc. Museum Utilities	\$897.71
From	B8020.42	Stormwater	\$150.00
To	B8020.43	Planning-Training	\$150.00
From	DA5142.103	Vacation	\$872.34
To	DA5142.104	Personal/Funeral	\$872.34
From	DA2416	Equipment Rental County Snow	\$1,000.00
To	DA5148.114	County Summer Work	\$1,000.00
From	DB5110.402	Diesel	\$681.33
To	DB5110.403	Gasoline	\$681.33
From	DB5142.440	Lawn Repair Materials	\$50.00
To	DB5148.116	Library & MFD	\$50.00
From	DB5142.118	Plow Damage Restoration	\$750.00
To	DB5142.119	Mail Box Restoration	\$750.00

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

RETIREMENT RESERVE TRANSFERS

(Resolution 14-164)

A motion was made by Mr. Roberts, seconded by Mr. Menz, to transfer the following funds from the Retirement Reserve accounts to the appropriate M&T accounts per the 2014 Budget:

A Fund	\$15,007.40
B Fund	\$7,003.47
DA Fund	\$5,002.48
DB Fund	\$5,002.49

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

FUND BALANCE

(Resolution 14-165)

A motion was made by Mr. Menz, seconded by Mrs. Carroll, to adopt the following Fund Balance Policy:

FUND BALANCE POLICY

In the event of a catastrophic event or circumstances, either natural or man-made, the Town must continue to function for the welfare and safety of the community. The Town Hall and the Highway Department must remain open not only as the headquarters for the organization of recovery, but also as a source of information for the public.

In the event that Town Hall and/or the highway garage office suffer damage, the town buildings located at 22 North Main Street and 167 North Main Street would be the backup offices.

Following are the guidelines for each fund relative to available funding in the case of events noted above.

A Fund: First four months of previous years' payroll and abstracts.

B Fund: First four months of previous years' payroll and abstracts.

DA Fund: First four months of previous year's payroll and abstracts plus replacement cost of a major piece of equipment.

DB Fund: First four months of previous years' payroll and abstracts.

L Fund: First four months of previous years' payroll for salaried employees plus costs of retirement contributions, workers' compensation contribution, insurance and utilities for the building.

Supervisor Moffitt explained that this was required by the Comptroller's Office.

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

FLEXIBLE SPENDING ACCOUNTS – AMENDMENTS

Supervisor Moffitt explained that regulations now allow a “rollover” in Flexible Spending Accounts. The Town has to pick, however, between that and the current three-month grace period. After a brief discussion, it was decided to discuss the matter with the employees, and bring the information back to the Board.

HIGHWAY DEPARTMENT – EXPENDITURE OF CHIPS FUNDS***(Resolution 14-166)***

A motion was made by Mr. Menz, seconded by Mrs. Carroll, to authorize the Highway Superintendent to expend the 2014 CHIPS funds for the resurfacing of Quaker Meeting House Road, between Cheese Factory Road and State route 251. New York State authorized \$69,953.22 in regular CHIPS funds for the Town of Mendon with an additional \$7,583.10 for this past winter’s extreme weather. The total estimated cost for Nova Chipping Quaker Meeting House Road is \$120,619.79. The excess expense will be funded with Town funds, as authorized in the 2014 Budget.

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

ZONING BOARD OF APPEALS ATTORNEY – APPOINTMENT***(Resolution 14-167)***

A motion was made by Mr. Menz, seconded by Mr. Roberts, to appoint Sheldon W. Boyce, Jr. to the position of Zoning Board of Appeals beginning July 1, 2014, term to expire December 31, 2014.

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

ASSESSOR JOB DESCRIPTION – CIVIL SERVICE AMENDMENT – APPROVAL***(Resolution 14-168)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to accept the amended Civil Service Job Description entitled “Assessor, Code No: 6-01-003” for use by the Town of Mendon.

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

FOOD TRUCKS – DISCUSSION

Mr. Roberts stated that he felt the Town should pursue legislation concerning “Food Trucks” due to their increasing popularity and use in surrounding communities. Mr. Boyce explained that there is nothing in the Town Code to currently differentiate between a restaurant and a “mobile” restaurant. Currently, a Special Use Permit would be required. The Board discussed the issue, and agreed to discuss it further in the future.

SANITARY SEWER – DISCUSSION

Supervisor Moffitt and Mr. Rooney met with the MRB Group and the Town of Farmington regarding their updating their Sewer Master Plan. They wanted to know if Mendon wanted to be included in their new plan, based on past interest. There could be a financial cost to the Town. Mr. Menz stated he thought the Town should be included to protect our interests in the future. Supervisor Moffitt will investigate the financial requirement and report back to the Board.

TOWN BOARD MEETING – JULY DATE***(Resolution 14-169)***

A motion was made by Mr. Menz, seconded by Mr. Roberts, to change the date of the regular Town Board Meeting originally scheduled for July 7, 2014, to 7:00PM, Monday, July 21, 2014, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

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

BICENTENNIAL CALENDARS – PRICE POINT***(Resolution 14-170)***

A motion was made by Mr. Menz, seconded by Mr. Roberts, to establish a new price for the Bicentennial Calendars of \$5.00 each.

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

06/09/14

TOWN OF MENDON

REGULAR MEETING

PUBLIC COMMENT

Daniel Bassette, 181 Monroe Street, commented on the Food Truck topic.

Gary Loope, 21 Semmel Road, commented on the Personnel Policy, the Disaster Plan and the Bicentennial Time Capsule.

ADJOURNMENT

(Resolution 14-171)

A motion was made by Mr. Menz, seconded by Mrs. Carroll, to adjourn the meeting at 7:42PM.

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