

A regular meeting of the Mendon Town Board was held at 7:00PM, Monday, August 12, 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

TOWN CLERK: James P. Merzke

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

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

AGENDA

(Resolution 19-188)

A motion was made by Mr. Dubois, 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

Mr. Merzke reported on conservation licenses sales, the upcoming school tax collection, and the receipt of the resignation of Highway Superintendent William E. Smith, effective September 1, 2019.

Highway Superintendent

Mr. Smith stated that he had named Highway Department employee Andrew Caschetta as Deputy Highway Superintendent.

Town Board

Mr. Roberts reported on Worker’s Comp insurance.

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

Mr. Dubois reported on the Environmental Conservation Board, the Historic Preservation Commission and the proposed Youth Center at 15 Monroe Street.

Supervisor

Supervisor Moffitt reported on the DASNY grant; ambulance lighting; summer recreation; MCWA and 15 Monroe Street; new copiers in the Town Hall; Town Hall carpet cleaning; toilet issues; new computers; a Comptroller’s accounting class; and an auditing webinar.

SUPERVISOR’S MONTHLY REPORT

(Resolution 19-189)

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to acknowledge receipt of the Supervisor’s Monthly Report for July 2019.

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

TOWN CLERK'S MONTHLY REPORT***(Resolution 19-190)***

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to acknowledge receipt of the Town Clerk's Monthly Report for July 2019, showing receipts and disbursements in the amount of \$3,052.00.

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

MINUTES

There are no completed minutes to review.

BUDGET ADJUSTMENTS/TRANSFERS/RESERVE FUNDS***(Resolution 19-191)***

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

From	B3620.44	Building Truck Fuel/Maint	\$29.55
From	B7320.4	Health-Ambulance	\$1,095.45
To	B7320.4	Transfer to Joint Rec	\$1,125.00
From	B8010.430	Zoning Advertising	\$100.00
To	B8010.401	Zoning Office Supplies	\$100.00
From	DA5130.4	Machinery Contractual	\$8,300.00
To	DA5130.2	Machinery Equipment	\$8,300.00

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

VOUCHERS**General Abstract*****(Resolution 19-192)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to approve all claims on vouchers numbered 19-363 to 19-431, on General Abstract 19-08, in the amount of \$210,029.46.

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

Highway Abstract

The Town has consolidated the Highway Abstract into the General Abstract.

Library Abstract

Library vouchers numbered 19-089 to 19-104, on Library Abstract 19-08, in the amount of \$4,875.43, were presented to the Town Board for payment.

ASSESSOR – REAPPOINTMENT***(Resolution 19-193)***

A motion was made by Mr. Dubois, seconded by Mr. Hagreen, to appoint James A. LeGrett as Assessor for the term October 1, 2019, to September 20, 2025.

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

TOWN OF MENDON YOUTH CENTER – APPROVAL AND 2019 BUDGET***(Resolution 19-194)***

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to approve the use of 15 Monroe Street as a Recreation Center and further, approve the following budget for the remainder of 2019:

Revenue

Reserves	\$25,000.00	A1620.417R
Maintenance	\$2,000.00	A1620.417R
Utilities	\$400.00	A1620.428
Personnel	\$3,000.00	A1620.111
Equipment	\$10,000.00	A1620.428
Supervisor Travel	\$1,000.00	A1220.410
Building Improvements	\$20,000.00	A1620.411R
Contingent Acct.	\$40,000.00	A1990.470

Developers Recreation Fees	\$63,000.00
Total	\$164,400.00

Expenses

Tables and chairs	\$1,000.00	
Maintenance	\$2,000.00	5 months
Utilities	\$3,000.00	5 months
Payroll	\$6,500.00	3 months
Director	\$3,000.00	3 months
Refrigerator	\$1,000.00	
Desk	\$500.00	
Office Supplies	\$500.00	
Cell Phone	\$100.00	3 months
New Equipment	\$2,500.00	
Furnace HVAC	\$7,000.00	
Background checks	\$1,000.00	
Rear exit doors	\$1,500.00	
Backflow Device	\$500.00	
Water hook up	\$500.00	
AED	\$1,200.00	
Total	\$29,600.00	

Mr. Merzke asked if the Board would decide on a name – Rec Center or Youth Center? The consensus of the Board was that it be called the Town of Mendon Youth Center.

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

TOWN HALL WINDOW WASHING – ACCEPT PROPOSAL***(Resolution 19-195)***

A motion was made by Mr. Hagreen, seconded by Mr. Roberts, to accept the proposal from All Seasons Window Cleaning, 1635 Brooks Avenue, Suite 5, Rochester, NY 14624, in the amount of \$1,950.00. Though not the lowest proposal submitted, All Seasons performed a test on a window in the Town Clerk's Office which demonstrated their product could clean the windows facing the creek in a manner superior to the lesser quote.

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

15 MONROE STREET HVAC REPLACEMENT – ACCEPT PROPOSAL***(Resolution 19-196)***

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to accept the quotation received from John Betlem Heating & Cooling, Inc., dated July 9, 2019, to replace the furnace and cooling system, for an amount not to exceed \$6,978.00, to be paid from account A1620.421.

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

HISTORIC PRESERVATION COMMISSION – SEPARATE WEBSITE MODULE – APPROVAL***(Resolution 19-197)***

A motion was made by Mr. Dubois, seconded by Mr. Hagreen, to approve a new module associated with the Town's website to be utilized by the Historic Preservation Commission to promote their activity. Further, an amount not to exceed \$282.99 is approved for the technical work to be performed by Simple Tech Innovations, Inc. (formerly SiteSteward) to be paid from account B8022.0. This amount will cover the ongoing costs until February 2020 when the entire site comes up for renewal. Then monthly charges will incur. All material to be published on said module will be preapproved by the Town Board or its designee before publication for legal and/or liability issues.

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

WATER DISTRICT EXTENSION – APPROVE ADDITIONAL MONIES TO BE PAID TO MONROE COUNTY WATER AUTHORITY***(Resolution 19-198)***

A motion was made by Mrs. Carroll, seconded by Mr. Hagreen, to approve payment of the costs from the Monroe County Water Authority associated with the Water Service Tap Abandonments as specified in their quote dated July 16, 2019, in the amount of \$2,971.51, to be charged to account H11.410.

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

LONGEVITY PAY POLICY – ADOPTION***(Resolution 19-199)***

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

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

1. Longevity pay shall be paid within 60 days of the new year to current employees based on continuous full-time employment through the end of the previous calendar year (January through December), subject to the appropriation of funds by the Town Board. Elected officials are not eligible.
2. Subject to the appropriation of funds, this resolution shall be included in the Organizational Meeting Agenda.
3. This resolution shall take effect immediately.

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

HIGHWAY DEPARTMENT – DECLARATION OF SURPLUS***(Resolution 19-200)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to declare the brush stored at the Highway Department as scrap and authorizes its disposal.

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

HIGHWAY SUPERINTENDENT REPLACEMENT***(Resolution 19-201)***

A motion was made by Mr. Moffitt, seconded by Mr. Hagreen, to create a five (5) member screening committee to review applicants and make recommendations to the Town Board to fill the unexpired term of Mendon Highway Superintendent ending December 31, 2019. Further, the following individuals are appointed to the screening committee, terms to expire December 31, 2019: John L. Hagreen; Robert Keenan; Mary Louise Meisenzahl; James P. Merzke; John D. Moffitt.

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

PUBLIC COMMENT

Daniel Bassette, 20-1 East Street, commented on the Mendon Youth Center.

Karen Jenkins, 717 Mendon Ionia Road, commented on the Highway Superintendent.

EXECUTIVE SESSION – PENDING LITIGATION***(Resolution 19-202)***

A motion was made by Mr. Hagreen, seconded by Mr. Dubois, to enter into executive session for the purpose of discussing pending litigation at 7:37PM.

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

(Resolution 19-203)

A motion was made by Mr. Dubois, seconded by Mr. Hagreen, to exit executive session at 8:10PM.

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

ADJOURNMENT

(Resolution 19-204)

A motion was made by Mr. Moffitt, seconded by Mr. Hagreen, to adjourn the meeting at 8:11PM.

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

Town Clerk