

The regular meeting of the Mendon Town Board was held at 7:00PM, Monday, May 11, 2020, via Zoom, Meeting No. 780-854-721, Password 514115, in compliance with the Governor’s Executive Order No. 202.1.

PRESENT: John D. Moffitt, *Supervisor*
 Cynthia M. Carroll }
 Thomas G. Dubois } *Town Board*
 John L. Hagreen } *Members*
 Karen R. Jenkins }

ABSENT: None

TOWN CLERK: James P. Merzke

OTHERS PRESENT: Sheldon W. Boyce, Jr. *Town Attorney*, Andrew Caschetta, *Highway Superintendent*, Mary Fletcher, *Finance Director*, Brent G. Rosiek, *Planning Board Chair*, Daniel Bassette, *Zoning Board Chair*, and approximately three other people.

Supervisor Moffitt called the meeting to order at 7:03PM. The Pledge of Allegiance was recited.

AGENDA
(Resolution 20-127)

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; Mrs. Jenkins, Aye; Mr. Moffitt, Aye.

PUBLIC COMMENT

William C. and Susan B. Allison, 3277 Rush Mendon Road, spoke about their Planning Board application.

COMMUNICATIONS

Town Clerk

Mr. Merzke reported on his office’s schedule and workflow since the pandemic and closure to the public; tax collections; marriage licenses; NYSDEC licenses; dog licenses; and the website.

Town Board

Mrs. Carroll reported that she and Mr. Hagreen had audited the Court books and found everything to be in order.

She further reported on the Library Board of Trustees.

Supervisor

Supervisor Moffitt reported on the Town’s distribution of masks and sanitizers at the Mendon Fire Department; communications with a resident of Bosworth Field concerning neighboring businesses in the Town of Victor; a number of financial webinars he has attended; the many ongoing conference calls with the County, other town Supervisors and The Sentinel; the cancellation of the Monroe County In Bloom Program; a daily email from the Monroe County Sheriff’s Department regarding COVID-19 complaints from residents; his upcoming vacation; he and the Code Enforcement Officer surveyed the Community Center for in-person meeting use; the holding of public hearings will resume after June 1; and the Town mowing of the Mendon Cemetery.

SUPERVISOR’S MONTHLY REPORT

(Resolution 20-128)

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to acknowledge receipt of the Supervisor’s Monthly Report for April 2020.

The Board discussed the reports. Mr. Hagreen asked about the quarterly sales tax revenue. Supervisor Moffitt stated the next one will come in August.

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

TOWN CLERK'S MONTHLY REPORT

(Resolution 20-129)

A motion was made by Mr. Hagreen, seconded by Mrs. Jenkins, to acknowledge receipt of the Town Clerk's Monthly Report for April 2020, showing receipts and disbursements in the amount of \$3,414.50.

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

MINUTES

(Resolution 20-130)

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to approve the minutes of the regular meeting held on April 20, 2020, as presented.

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

VOUCHERS

General Abstract

(Resolution 20-131)

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to approve all claims on vouchers numbered 20-272 to 20-306, on General Abstract 20-05, in the amount of \$69,141.26.

Mrs. Carroll pointed out that \$30,000 of this was for a new vehicle for the Highway Department.

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

Library Abstract

Library vouchers numbered 20-059 to 20-068, on Library Abstract 20-05, in the amount of \$3,277.15, were presented to the Town Board for payment.

ATHLETIC FIELDS – REQUEST FOR USE

Supervisor Moffitt explained that he was not sure how these uses would fit into any phased roll out of uses but that the organizations wanted their approvals in place so they could use as soon as possible.

Softball Field

(Resolution 20-132)

A motion was made by Mr. Dubois, seconded by Mrs. Jenkins, to approve use by the Honeoye Falls Methodist & Rush Methodist Dave Lochner Memorial Church Softball League, of the Town's softball fields at 5:45PM on Tuesday evenings, beginning at a date to be determined by the Town Supervisor in accordance with policies enacted concerning the current pandemic, until August 25, 2020, if possible. Fees will be prorated based on any use and assigned at a future date if use becomes possible but must be paid before use can begin.

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

Rectangular Fields

(Resolution 20-133)

A motion was made by Mr. Hagreen, seconded by Mrs. Carroll, to approve use of the rectangular athletic fields on Semmel Road by Blaze Soccer according to their submitted schedule, but beginning at a date to be determined by the Town Supervisor in accordance with policies enacted concerning the current pandemic, if possible. Fees will be prorated based on any use and assigned at a future date if use becomes possible but must be paid before use can begin.

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

ELECTRICAL CONTRACTOR – APPROVE FOR WORK IN THE TOWN OF MENDON***(Resolution 20-134)***

A motion was made by Mr. Hagreen, seconded by Mrs. Jenkins, to authorize John Polito, Polito Home Inspections, Inc., 181 Monroe Street, Honeoye Falls, NY, to conduct electrical inspections within the Town of Mendon. Mr. Polito has submitted his training, certification, and insurance certificate to the Town.

The Board discussed the gentleman's resume. Supervisor Moffitt checked his references and there were no complaints.

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

COLE ROAD CULVERT REPLACEMENT – APPROVAL FOR DESKTOP ANALYSIS – LABELLA***(Resolution 20-135)***

A motion was made by Mrs. Carroll, seconded by Mr. Hagreen, to authorize the Supervisor to enter into an agreement with LaBella, at a cost not to exceed \$700.00 to be paid from account B8020.41, to complete a desktop analysis for the NYSDEC regarding a replacement culvert on Cole Road.

Supervisor Moffitt explained that neither he, nor anyone else in the Town, including the engineer, had ever heard of having to do this.

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

LIBRARY BOARD OF TRUSTEES LETTER – RESPONSE

The Board discussed a letter received from the Library Board of Trustees with a number of requests regarding re-opening.

REOPENING TOWN BUILDINGS – DISCUSSION

Supervisor Moffitt stated that the Town Hall is closed to the public through May 31st. Starting on June 1st he would like to re-open in some capacity, if the Town can stay within the guidelines set forth and make some modifications, not permanent but long-term, to keep employees and the public safe. He has spoken with the other town Supervisors, and most have similar plans. Mrs. Carroll asked if adding Plexiglas is being considered and Supervisor Moffitt responded that it was. Mr. Dubois suggested a designated entry/exit flow. Mr. Hagreen commented that starting to work towards opening is a good idea. Supervisor Moffitt asked the Board to share any further input they may have with him.

PUBLIC COMMENT

No one from the public wished to speak.

ADJOURNMENT***(Resolution 20-136)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to adjourn the meeting at 7:52PM.

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

Town Clerk