**The regular meeting of the Mendon Town Board was held at 7:00 PM, Monday, February 14, 2022, at the Town of Mendon Falls Post #664 Community Center, 167 North Main Street, Honeoye Falls, NY.**

**PRESENT:** John D. Moffitt, *Supervisor*

 Cynthia M. Carroll*}*

#  Thomas G. Dubois *}* *Town Board*

#  Karen R. Jenkins *} Members*

 Brent Rosiek

#

**TOWN CLERK:** Michelle Booth

**OTHERS PRESENT:**Andrew Caschetta, *Highway Superintendent*, Danny Bassette, *Zoning Board Chair,* and 2 others.

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

# AGENDA

## (Resolution 22-088)

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

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

# PUBLIC COMMENT

No one from the public wished to comment.

**COMMUNICATIONS**

**Highway Superintendent**

Mr. Caschetta reported the NYS DEC came for a visit, everything went well, he thanked Art Morrell especially for his hard work with this. He also reported that snow and ice removal went great and the guys did a good job cleaning up after the last storm.

**Town Clerk**

Mrs. Booth reported about 87% of the taxes for this cycle have been received. The office was painted and the new carpet installation is starting tomorrow.

**Town Board**

Mr. Rosiek reported upcoming meetings with the Zoning Board of Appeals, Splash Pad, and the Mendon Business Association. He met with a couple neighbors regarding water and believes there will be future discussions. He noticed the Girl Scouts are planning a tree planting on Arbor Day; he will reach out to see if he can get involved. He stated he would be doing the Court audit in the upcoming weeks.

Ms. Jenkins asked for a copy of the personnel policy to review. She stated she would be in to the Town Audit.

Ms. Carroll gave an update on the library; a survey was conducted and received about 230 participants as of last week. She would like a copy of the Town Code.

Mr. Dubois reported on the most recent ECB meeting; they welcomed Jon Bates as a new member and discussed Earth Day information. He would like to revisit the Youth Center if the pandemic numbers stay at a safe threshold. He also stated that the Planning Board has an upcoming meeting that he will be attending.

**Supervisor**

Supervisor Moffitt reported that the Mendon Green subdivision will be returning to the Planning Board, so it would possibly be presented to the Town Board in the future. He says Blaze Soccer reached out to him and have requested more fields on Semmel Rd, the phone systems are causing some trouble with the Town Office and the Library, he has been working on a solution. He reported on several webinars and upcoming meetings that he will be attending. Supervisor Moffitt discussed a bid opening for the next meeting, more KN95 masks were picked up for the office, the upcoming Monroe County “In Bloom” program is coming up, and his concern for the Governor’s Budget regarding zoning of accessory structures. He also communicated that he will be out of Town from February 19 – February 26; Deputy Supervisor James Merzke will be available while he is away.

**SUPERVISOR’S MONTHLY REPORT AND PRESENTATION**

***(Resolution 22-089)***

A motion was made by Mr. Rosiek, seconded by Mrs. Jenkins, to acknowledge receipt of the Supervisor’s Monthly Report for January 2022.

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

**TOWN CLERK’S MONTHLY REPORT**

***(Resolution 22-090)***

A motion was made by Mrs. Jenkins, seconded by Mr. Rosiek, to acknowledge receipt of the Town Clerk’s Monthly Report for January 2022, showing receipts and disbursements in the amount of $3,397.30.

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

**MINUTES**

***(Resolution 22-091)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to approve the minutes of the November 14, 2021 and January 24, 2022 minutes, as submitted.

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

**BUDGET TRANSFERS**

***(Resolution 22-092)***

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to approve the following budget transfers:

**ADJUSTING THE GENERAL ABASTRACT FROM JANUARY 2022**

The abstract was incorrectly noted for line 027 Excellus, the amount should have been $931.85 instead of $1,225.59. Therefore, the total abstract correctly is $450,520.09

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

**VOUCHERS**

**General Abstract**

***(Resolution 22-093)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to approve all claims on vouchers numbered 22-080 to 22-130, on General Abstract 22-02, in the amount of $715,604.30

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

**Library Abstract**

Library vouchers numbered 22-008 to 22-021, on Library Abstract 22-02, in the amount of $6,122.15 were presented to the Town Board for payment.

**SUPERVISORS ATTENDANCE AT GFLRPC SUMMIT ON RURAL DEVELOPMENT**

***(Resolution 22-094)***

A motion was made by Mr. Rosiek, seconded by Mrs. Jenkins, to approve the Supervisor to attend Genesee/Finger Lakes Regional Planning Council Summit on Rural Development to be held in Seneca Falls, NY March 3, 2022. Registration is free.

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

**ROAD DEDICATION – OLD STABLE WAY PHASE II**

***(Resolution 22-095)***

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek,

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

1. The Town hereby accepts dedication of the roadway known as Old Stable Way in The Ridings of Mendon subdivision phase II.

2. The Supervisor is authorized to take all steps necessary to effectuate the dedication.

3. This resolution shall take effect immediately.

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

**APPROVAL FOR SUPERVISOR TO SOLICIT BIDS FOR TOWN HALL TRIM PAINTING AND GUTTERS**

***(Resolution 22-096)***

A motion was made by Mr. Rosiek, seconded by Mrs. Jenkins, to pass a resolution for soliciting bids for painting the exterior trim and gutters for the Town Hall, Contract #1, 2022.

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

**AGREEMENT WITH HOWLYWOOD KENNELS FOR PROVIDING LEASED SPACE FOR STRAY DOGS**

***(Resolution 22-097)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to enter into a contract with Howlywood Kennels for leased space for stray dogs, the Supervisor is authorized to sign the contract.

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

**PUBLIC HEARING ON THE TOWN OF MENDON ADOPTING SECTION 466-K OF VOLUNTEER FIREFIGHTERS AND VOLUNTEER AMBULANCE PERSONNEL**

The Supervisor opened the Public Hearing at 7:33pm.

**PUBLIC COMMENT**

Anthony Militello, 10 Warner Park Rochester, was in attendance for the Fire Department. He was there to answer any questions that might arise.

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to close the Public Hearing.

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

**REAL PROPERTY EXEMPTION VOLUNTERR FIREFIGHTER AND AMBULANCE PERSONNEL**

***(Resolution 22-098)***

A motion was made by Mrs. Jenkins, seconded by Mrs. Carroll, Be it RESOLVED by the Town Board of the Town of Mendon, duly assembled:

1. The Town hereby approves the Real Property Tax Exemption provided for in section 466-k of the Real Property Tax Law.

2. This resolution shall take effect immediately upon approval.

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

**RESOLUTION REGARDING LOCAL LAWS AND A UNANIMOUS RESOLUTION AUTHORIZING INTRODUCTION VIA EMAIL - PROCEDURE**

***(Resolution 22-099)***

A motion was made by Mrs. Jenkins, seconded by Mr. Dubois, to adopt a local law, it first has to be drafted and introduced. The local law should cover a single subject matter only.

• After the local law is introduced, it has to be “aged” for certain number of days, which is dependent upon how the law is introduced. *Aging* a local law refers to the fact that a number of days have to elapse from the time the proposed local law is introduced to members of the legislative body and the day on which the legislative body can vote on the local law.

• There are two ways to introduce a local law: “on the desk,” which has a seven-day aging requirement, and via mail, which has a 10-day aging requirement. “On the desk” includes physical delivery to the board member or via electronic drop box, while mailing includes sending via USPS or via email. In order to introduce a local law via email, three requirements must be met:

1. It must be in PDF format;

2. Each board member must have an email address published on the clerk’s website; and

3. The town board has to have adopted a unanimous resolution authorizing introduction via email.

• The town is required to conduct a public hearing on the local law, notice of which must be published by the town clerk at least five days before the date of the hearing.

• After the public hearing, the town board may vote on the local law so long as no substantive changes have been made and the law has aged appropriately.

• After adoption, the local law must be filed with the secretary of state – if there is no effective date listed in the law, then it is effective once filed with the secretary of state.

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

**PUBLIC COMMENT**

No one from the public wished to comment.

**ADJOURNMENT**

***(Resolution 22-100)***

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to adjourn the meeting at 7:45 PM.

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