

**TOWN OF MENDON**  
**Town Board Agenda – Tentative**  
**Monday, May 9, 2022 – 7:00PM**  
**167 North Main Street**  
**Honeoye Falls, NY**

**REGULAR MEETING**

1. Call to Order
2. Pledge of Allegiance
3. Agenda
4. Public Comment
5. Communications
6. Supervisor's Monthly Report
7. Town Clerk's Monthly Report
8. Minutes
9. Budget Transfers/Adjustments
10. Abstract of Audited Vouchers
11. County Legislator- Richard Milne
12. ESP Consulting, LLC
13. Special Town Board Meeting
14. NYGFOA- Attendance Mendon Finance Director
15. Purchase of Three Replacement Computers
16. Open Meeting Law- Changes to the Videoconferencing Procedure
17. A2705- Rename the Revenue Line
18. Use of Softball Field
19. Civil Service Conference- Attendance- Finance Director
20. Public Comment
21. Adjournment

**TENTATIVE LIST OF POSSIBLE RESOLUTIONS TO BE CONSIDERED AT THE:**

**May 9, 2022, Regular Town Board Meeting**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. AGENDA**

*(Resolution 22-\_\_\_)*

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to adopt the agenda as presented OR with the following amendment(s).

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

**4. PUBLIC COMMENT**

**5. COMMUNICATIONS**

**Highway Superintendent**

**Town Clerk**

**Town Attorney**

**Town Board**

**Supervisor**

**6. SUPERVISOR'S MONTHLY REPORT**

*(Resolution 22-\_\_\_)*

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to acknowledge receipt of the Supervisor's Monthly Report for April 2022.

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

**7. TOWN CLERK'S MONTHLY REPORT**

*(Resolution 22-\_\_\_)*

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to acknowledge receipt of the Town Clerk's Monthly Report for April 2022, showing receipts and disbursements in the amount of \$3,498.12

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

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**8. MINUTES**

*(Resolution 22-\_\_\_)*

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve the minutes of the regular Town Board Meetings as presented OR with the following amendments: *(amendments, if any, go here)*.

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

**9. BUDGET TRANSFERS/ADJUSTMENTS**

*(Resolution 22-\_\_\_)*

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve the following budget adjustments:

From: A 1410.410	Town Clerk Travel/Dues/Conference	\$50.00
To: A 1410.450	Service Contracts	\$50.00
From: DB 5110.2	General Repairs Equipment	\$5,000.00
To: DB 5110.4	General Repairs- Contractual	\$5,000.00

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

**10. VOUCHERS**

**General Abstract**

*(Resolution 22-\_\_\_)*

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve all claims on vouchers numbered 22-291 to 22-360, on General Abstract 22-05, in the amount of \$70,536.34

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

**Library Abstract**

Library vouchers numbered 22-053 to 22-066, on Library Abstract 22-05, in the amount of \$6,903.65 were presented to the Town Board for payment.

**11. COUNTY LEGISLATOR- RICHARD MILNE**

Update from County Legislator Richard Milne

**12. ESP Consulting, LLC**

Update from Emily Columbus regarding Grant opportunities

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### **13. SPECIAL TOWN MEETING**

#### ***(Resolution 22-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to schedule a Special Town Board Meeting for Tuesday, May 31, 2022 for the purpose to review bids for the Spray Park and any other business before the board. At Community Center 167 North Main St. Honeoye Falls, NY 14472

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

### **14. NYGFOA- ATTENDANCE MENDON FINANCE DIRECTOR**

#### ***(Resolution 22-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, for the Finance Director, Kelli Parmelee, to attend the NYGFOA conference in Batavia, NY on July 21, 2022. Conference cost \$80.00 plus mileage. To be paid from account A1310.410

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

### **15. PURCHASE OF THREE REPLACEMENT COMPUTERS**

#### ***(Resolution 22-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, for the purchase of two computers to replace Highway Clerk, Town Clerk Decals according to our replacement schedule. from account A1610.2 not to exceed \$1,800.32

Building Inspector/Code Enforcement Officer, from account B3620.2, not to exceed \$900.16

Software for the Building Dept. Acrobat Pro DC from account B3620.2, not to exceed \$360.00

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

### **16. OPEN MEETINGS LAW- CHANGES TO THE VIDEOCONFERENCING PROCEDURE**

#### ***(Resolution 22-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_,

*INSERT RESOLUTION FROM TOWN ATTORNEY*

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

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**17. A2705- RENAME THE REVENUE LINE**

*(Resolution 22-\_\_\_)*

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to rename the revenue line A2705 from “other revenue” to “Military Memorial” for contributions.

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

**18. USE OF SOFTBALL FIELD**

*(Resolution 22-\_\_\_)*

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to allow Mendon Storm to use the softball field at Semmel Road on May 11, 2022.

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

**19. CIVIL SERVICE CONFERENCE- ATTENDANCE- FINANCE DIRECTOR**

*(Resolution 22-\_\_\_)*

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to allow the Finance Director, Kelli Parmelee, to attend the Civil Service Conference on May 10, 2022 in Rochester, NY. There is no fee for the conference, other than mileage which will be charged to account A1310.410

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

**20. PUBLIC COMMENT**

**21. ADJOURNMENT**

*(Resolution 22-\_\_\_)*

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to adjourn the meeting at \_\_\_\_\_ PM.

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

*Numbers correspond with Tentative Agenda.*

Fund	Revenues			Expenditures			Appropriated Fund Balance						
	Budget	Budget as Amended	Year to Date	Balance	% Received	Budget	Budget as Amended	Year to Date	Balance	% Expensed	Budget	Budget as Amended	Year to Date
A-General Townwide	\$1,562,050	\$1,562,050	\$1,128,718	\$433,332	72%	\$1,857,050	\$1,862,254	\$467,710	\$1,394,544	25%	\$245,000	\$300,204	\$661,008
B-General Parttown	\$504,075	\$504,075	\$225,902	\$278,173	45%	\$604,075	\$604,788	\$100,713	\$504,075	17%	\$100,000	\$100,713	\$125,188
DA-Highway Townwide	\$507,800	\$507,800	\$138,370	\$369,430	27%	\$655,800	\$664,300	\$193,489	\$470,811	29%	\$148,000	\$156,500	-\$55,120
DB-Highway Parttown	\$1,384,018	\$1,384,018	\$870,814	\$513,204	63%	\$1,784,018	\$1,790,764	\$555,555	\$1,235,209	31%	\$400,000	\$406,746	\$315,259
L-Library Townwide	\$361,200	\$361,200	\$357,319	\$3,881	99%	\$361,200	\$361,200	\$111,580	\$249,620	31%	\$0	\$0	\$245,739
SD-Special Districts	\$234,304	\$234,304	\$237,308	-\$3,004	101%	\$237,304	\$237,304	\$163,654	\$73,654	69%	\$3,000	\$3,000	\$73,654
	\$4,553,447	\$4,553,447	\$2,958,430	\$1,595,017	65%	\$5,499,447	\$5,520,610	\$1,592,701	\$3,927,909	29%	\$896,000	\$967,163	\$1,965,729
Calculation of Surplus Funds													
A-General Townwide					L-Library Townwide								
					DB-Highway Parttown								
					DA-Highway Townwide								
Assigned Fund Balance 1/1/22	\$295,000	\$100,000	\$148,000	\$400,000	\$0	\$3,000							
Committed 12/31/21	\$5,204	\$713	\$8,500	\$6,746	\$0	\$0							
Restricted 12/31/21	\$598,194	\$0	\$455,469	\$861,399	\$0	\$0							
Actual Fund Balance 12/31/21	\$1,501,223	\$1,235,350	\$690,859	\$1,681,473	\$17,081	\$31,670							
Unassigned Fund Balance 12/31/21	\$602,826	\$1,134,637	\$78,890	\$413,328	\$17,081	\$28,670							
4/1-04/30/22 Change in Fund Balance	\$661,008	\$125,188	-\$55,120	\$315,259	\$245,739	\$73,654							

# TOWN CLERK'S MONTHLY REPORT

TOWN OF MENDON, NEW YORK

APRIL, 2022

TO THE SUPERVISOR:

PAGE 1

Pursuant to Section 27, Subd 1 of the Town Law, I hereby make the following statement of all fees and moneys received by me in connection with my office during the month stated above, excepting only such fees and moneys the application and payment of which are otherwise provided for by Law:

<b>A1255</b>			
	<u>10</u>	DECALS	<u>21.12</u>
	<u>2</u>	MARRIAGE LICENSES NO. 22004 TO 22005	<u>35.00</u>
	<u>5</u>	MARRIAGE TRANSCRIPT	<u>50.00</u>
		<b>TOTAL TOWN CLERK FEES</b>	<b>106.12</b>
<hr/>			
<b>A2408</b>			
	<u>2</u>	COMMUNITY CENTER USAGE	<u>330.00</u>
		<b>TOTAL A2408</b>	<b>330.00</b>
<hr/>			
<b>A2409</b>			
	<u>1</u>	ATHLETIC FLD USE ONCE WK	<u>100.00</u>
		<b>TOTAL A2409</b>	<b>100.00</b>
<hr/>			
<b>A2544</b>			
	<u>18</u>	DOG LICENSES	<u>97.00</u>
		<b>TOTAL A2544</b>	<b>97.00</b>
<hr/>			
<b>B2110</b>			
	<u>2</u>	ZBA AREA VARIANCE	<u>500.00</u>
	<u>2</u>	ZBA PUBLIC HEARING	<u>200.00</u>
		<b>TOTAL B2110</b>	<b>700.00</b>
<hr/>			
<b>B2115</b>			
	<u>2</u>	P B APP SUB <5	<u>300.00</u>
		<b>TOTAL B2115</b>	<b>300.00</b>
<hr/>			
<b>B2555</b>			
	<u>19</u>	BUILDING PERMIT	<u>1,600.00</u>
		<b>TOTAL B2555</b>	<b>1,600.00</b>
<hr/>			
<b>B2590</b>			
	<u>1</u>	DRIVEWAY PERMIT	<u>175.00</u>
	<u>1</u>	BURN PERMIT	<u>25.00</u>
		<b>TOTAL B2590</b>	<b>200.00</b>
<hr/>			
<b>B2771</b>			
	<u>1</u>	CIVIL WAR VETS MENDON HF	<u>15.00</u>
	<u>1</u>	FROM FORESTS TO FARMING	<u>10.00</u>
	<u>2</u>	RAILS TO TRAILS	<u>40.00</u>
		<b>TOTAL B2771</b>	<b>65.00</b>



TOWN CLERK'S MONTHLY REPORT

APRIL, 2022

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DISBURSEMENTS

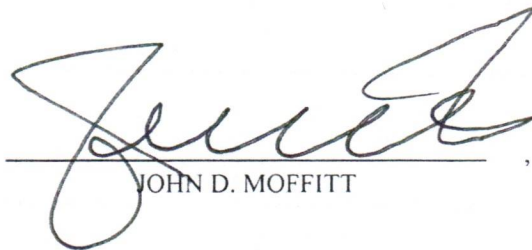
PAID TO SUPERVISOR FOR GENERAL FUND	633.12
PAID TO SUPERVISOR FOR PART TOWN FUND	2,865.00
PAID TO NYS DEC FOR DECALS	1,213.88
PAID TO NYS ANIMAL POPULATION CONTROL FUND	20.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	45.00

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TOTAL DISBURSEMENTS 4,777.00

*Amt to Supervisor = \$ 3498.12*

MAY 2, 2022



, SUPERVISOR

JOHN D. MOFFITT

STATE OF NEW YORK, COUNTY OF MONROE, TOWN OF MENDON

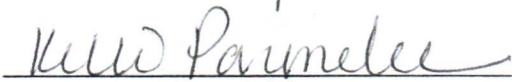
I, Michelle Booth, being duly sworn, says that I am the Clerk of the TOWN OF MENDON that the foregoing is a full and true statement of all Fees and moneys received by me during the month above stated, excepting only such Fees the application and payment of which are otherwise provided for by law.

Subscribed and sworn to before me this



Town Clerk

4<sup>th</sup> day of May 2022



Notary Public

**KELLI PARMELEE**  
 Notary Public - State of New York  
 No. 01PA6423433  
 Qualified in Monroe County  
 My Commission Expires October 12, 2025

05/02/22  
10:18:20

## TOWN OF MENDON Cash Book Transactions

For the period 04/01/22 through 04/30/22

Total: \$4,777.00

Deposited:

Date	Name	Description	DEC	DL	ML	GCL	Other
04/01/22	WOOD	BUILDING PERMIT 8720 - 3 CHARLSTON - DEC					50.00
04/01/22	FARRELL	BUILDING PERMIT R8515 - 17 HUNT CLUB - I					100.00
04/01/22	DECALS	DECALS DAILY TOTAL	15.00				
04/04/22	BAGLEY, CHERYL	0000769/MN RENEWAL 0007226		6.00			
04/04/22	CAMPANELLI, MANUELA	0000948/MN ORIGINAL		6.00			
04/04/22	BUSHNELL	BUILDING PERMIT 8721 - 570 SMITH - ADDTN					100.00
04/04/22	DECALS	DECALS DAILY TOTAL	1,030.00				
04/05/22	WRIGHTMAN, EDWARD	0000777/FS Dead					
04/05/22	SCRIVENS, MICHAEL	0000949/FS ORIGINAL		6.00			
04/05/22	WRIGHTMAN, EDWARD	0000950/EX ORIGINAL					
04/05/22	POWELL	BUILDING PERMIT 8722 - 1275 W BLMFLD - G					75.00
04/05/22	HOH	COMMUNITY CENTER USAGE USE ON APRIL 3,20					150.00
04/06/22	LILL, ANN M	0000951/FS ORIGINAL		6.00			
04/06/22	LILL, ANN M	0000952/FS ORIGINAL		6.00			
04/06/22	LILL, ANN M	0000953/MN ORIGINAL		6.00			
04/06/22	POST	BUILDING PERMIT 8723 - 92 QMH - KTCH REN					100.00
04/06/22	JACOB	BURN PERMIT 6985 RUSH LIMS RD					25.00
04/07/22	WANZENRIED, RICK	0000668/FS RENEWAL 0007227		6.00			
04/07/22	CONNOLLY, JAMES	ZBA AREA VARIANCE 11 MILL RD					250.00
04/07/22	HAMLIN, DOUGLAS	ZBA AREA VARIANCE 1123 W BLOOMFIELD RD					250.00
04/07/22	CONNOLLY, JAMES	ZBA PUBLIC HEARING 11 MILL RD					100.00
04/07/22	HAMLIN, DOUGLAS	ZBA PUBLIC HEARING 1123 W BLOOMFIELD RD					100.00
04/08/22	NERI, SHARON	0000866/FS RENEWAL 0007228		6.00			
04/08/22	JOSH LANDSCAPE	BUILDING PERMIT PERGOLA - MANCINI - 30 F					50.00
04/11/22	COMFORT WINDOWS	BUILDING PERMIT HARMON - 18 CNTRY MED. E					100.00
04/11/22	BORGESEN-GRADY	MARRIAGE LICENSE 22004			40.00		
04/11/22	LAMPSON	MARRIAGE TRANSCRIPT 22-003					20.00
04/12/22	WOOD, SUSAN	0000954/FS ORIGINAL		6.00			
04/12/22	WOOD, SUSAN	0000955/FS ORIGINAL		6.00			
04/12/22	DONALD MARLOWE	ATHLETIC FLD USE ONCE WK SEMMEL RD 5/3-8					100.00
04/12/22	DECALS	DECALS DAILY TOTAL	35.00				
04/12/22	GOODBERLET	P B APP SUB <5 1293 HF 5 PTS					150.00
04/12/22	DUCKLES	P B APP SUB <5 4445 CLOVER ST					150.00
04/13/22	MORGAN, GEORGIA	0000212/MN Gone					
04/13/22	SMITH, ZACKERY	BUILDING PERMIT DECK/COVERED PORCH					50.00
04/13/22	DECALS	DECALS DAILY TOTAL	5.00				
04/14/22	DECALS	DECALS DAILY TOTAL	25.00				
04/15/22	ACES - ENERGY - GEOTHERMAL	BUILDING PERMIT LAUTENSLAGER, 707 PIT MN					75.00
04/15/22	HOME POWER SYSTEMS, LLC	BUILDING PERMIT PENDERS - 4 PINE HLW-GEN					100.00
04/15/22	WESTMILLER, ASHLEY	COMMUNITY CENTER USAGE PRIDE AND JOY					180.00
04/15/22	JUBA-	MARRIAGE LICENSE 22005			40.00		
04/18/22	MEGAN WOOD	0000956/MN ORIGINAL		6.00			
04/18/22	INTEGRATED POWER SUPPLIES	BUILDING PERMIT GENOVA - 9 HIRAM WAY - G					100.00
04/18/22	ANDERSON WATER	BUILDING PERMIT MANSFIELD-45 BOUGHTON -					100.00
04/18/22	CHASE, JAMES AND LISA	MARRIAGE TRANSCRIPT					20.00
04/19/22	WOOD, RON	DRIVEWAY PERMIT WIDEN DRIVE - 367 TAYLOR					175.00
04/20/22	PETERSON, JACKIE	BUILDING PERMIT 17 CHEESE FACTORY - DECK					50.00
04/20/22	DECALS	DECALS DAILY TOTAL	65.00				

Date	Name	Description	DEC	DL	ML	GCL	Other
04/21/22	SERENITY POOLS	BUILDING PERMIT ROSSI - 10 CAROLINA - IN					125.00
04/21/22	DECALS	DECALS DAILY TOTAL	20.00				
04/21/22	MASLYN, LISA	MARRIAGE TRANSCRIPT 82-012					10.00
04/22/22	SWAGLER, ANGELA	0000957/MN ORIGINAL		6.00			
04/22/22		RAILS TO TRAILS					20.00
04/25/22	VELLA, JOSHUA	0000263/MN RENEWAL 0007229		6.00			
04/25/22	BRYAN	BUILDING PERMIT 8733 - 3179 RSH MNDN - G					75.00
04/25/22	DECALS	DECALS DAILY TOTAL	25.00				
04/26/22	MARX, KURT	0000314/MN Gone					
04/26/22	GILBANK, MICHAEL&ANTRA	0000437/FS RENEWAL 0007231		6.00			
04/26/22	GILBANK, MICHAEL&ANTRA	0000438/MN RENEWAL 0007230		6.00			
04/26/22	ROBERTS	BUILDING PERMIT 8734 - 16 HAWKS VW - ADD					100.00
04/26/22	TRAVERS	BUILDING PERMIT 8735 - 91 BH - ADD KITCH					100.00
04/26/22	JOINT	CIVIL WAR VETS MENDON HF					15.00
04/26/22	JOINT	FROM FORESTS TO FARMING					10.00
04/26/22	JOINT	RAILS TO TRAILS					20.00
04/27/22	CURRAN	BUILDING PERMIT 8736 - 21 TROUT CRK - SH					50.00
04/27/22	MICCICHE	BUILDING PERMIT R8533 - 95 CHS FCTRY - R					100.00
04/28/22	LOW, VALERIE	0000320/FS Dead					
04/28/22	VARGAS, JESUS	0000958/MU ORIGINAL		15.00			
04/28/22	DECALS	DECALS DAILY TOTAL	10.00				
04/29/22	HOLTON, CATHERINE	0000369/FS Dead					
04/29/22	VALENTI, DIANA	0000404/FS RENEWAL 0007233		6.00			
04/29/22	WILSON, HENRY	0000865/MN RENEWAL 0007232		6.00			
04/29/22	DECALS	DECALS DAILY TOTAL	5.00				

<b>Total:</b>	<b>\$4,777.00</b>	1,235.00	117.00	80.00	0.00	3,345.00
<b>Deposit Amount:</b>	<b>\$4,777.00</b>					
<i>Cash:</i>	<i>\$1,846.00</i>					
<i>Checks:</i>	<i>\$2,931.00</i>					
<b>Credit Card Amount:</b>	<b>\$0.00</b>					





**Department of  
Environmental  
Conservation**

STATE OF NEW YORK  
**DEPARTMENT OF ENVIRONMENTAL CONSERVATION**  
625 Broadway, Albany, NY 12233

Phone 1-800-962-5622

Invoice 2068-68636

TOWN OF MENDON  
16 West Main Street, Honeoye Falls, NY 14472

Invoice Period: **04/01/2022** to **04/30/2022**

### Invoice Summary

<hr/>				
Sales Summary	Items Sold	Sales Total	Vendor Commission	Sweep Amount
	33	\$1,235.00	\$21.12	\$1,213.88
<hr/>				
Reversals / Voids Summary	Items Reversed / Voided	Reversal / Void Total	Vendor Commission	Sweep Amount
	0	\$0.00	\$0.00	\$0.00
<hr/>				
Manual Adjustment Summary		Adjustment Note	Adjustment Type	Adjustment Amount
<hr/>				
Invoice Totals				Sweep \$1,213.88

**\$1,213.88** Will be swept from your bank account on **5/14/2022**



**Department of  
Environmental  
Conservation**

STATE OF NEW YORK  
**DEPARTMENT OF ENVIRONMENTAL CONSERVATION**  
625 Broadway, Albany, NY 12233

Phone 1-800-962-5622

Invoice 2068-68636

TOWN OF MENDON  
16 West Main Street, Honeoye Falls, NY 14472

Invoice Period: **04/01/2022** to **04/30/2022**

**Product Summary**

Product Name	Sales			Reversals / Voids			Net		
	Quantity	Vendor	State	Quantity	Vendor	State	Total	Vendor	State
Non-Resident Fishing 1-Day	1	\$0.55	\$9.45	0	\$0.00	\$0.00	\$10.00	\$0.55	\$9.45
Resident Senior Fishing	3	\$0.84	\$14.16	0	\$0.00	\$0.00	\$15.00	\$0.84	\$14.16
Resident Fishing	5	\$5.52	\$94.48	0	\$0.00	\$0.00	\$100.00	\$5.52	\$94.48
Lifetime License (Hunt/Fish/Turkey) 16-69	1	\$8.42	\$756.58	0	\$0.00	\$0.00	\$765.00	\$8.42	\$756.58
Lifetime Hard Card	2	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Back Tag	2	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spring Turkey Tag #1	6	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Spring Turkey Tag #2	6	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Lifetime Bowhunting Privilege 16+	1	\$2.59	\$232.41	0	\$0.00	\$0.00	\$235.00	\$2.59	\$232.41
Resident Turkey Permit	4	\$2.20	\$37.80	0	\$0.00	\$0.00	\$40.00	\$2.20	\$37.80
Lifetime License (Hunt/Fish/Turkey) 70+	1	\$0.72	\$64.28	0	\$0.00	\$0.00	\$65.00	\$0.72	\$64.28
Replacement License	1	\$0.28	\$4.72	0	\$0.00	\$0.00	\$5.00	\$0.28	\$4.72
<b>Totals</b>	<b>33</b>	<b>\$21.12</b>	<b>\$1,213.88</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,235.00</b>	<b>\$21.12</b>	<b>\$1,213.88</b>

**\$1,213.88** Will be swept from your bank account on **5/14/2022**



STATE OF NEW YORK  
 DEPARTMENT OF ENVIRONMENTAL CONSERVATION  
 625 Broadway, Albany, NY 12233

Department of  
 Environmental  
 Conservation

Phone 1-800-962-5622

Invoice 2068-68636

TOWN OF MENDON  
 16 West Main Street, Honeoye Falls, NY 14472

Invoice Period: 04/01/2022 to 04/30/2022

**Daily Summary**

Date	Sales			Reversals / Voids			Net		
	Quantity	Vendor	State	Quantity	Vendor	State	Total	Vendor	State
04/01/2022	2	\$0.83	\$14.17	0	\$0.00	\$0.00	\$15.00	\$0.83	\$14.17
04/02/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/03/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/04/2022	8	\$12.67	\$1,017.33	0	\$0.00	\$0.00	\$1,030.00	\$12.67	\$1,017.33
04/05/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/06/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/07/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/08/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/09/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/10/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/11/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/12/2022	4	\$1.93	\$33.07	0	\$0.00	\$0.00	\$35.00	\$1.93	\$33.07
04/13/2022	1	\$0.28	\$4.72	0	\$0.00	\$0.00	\$5.00	\$0.28	\$4.72
04/14/2022	1	\$1.38	\$23.62	0	\$0.00	\$0.00	\$25.00	\$1.38	\$23.62
04/15/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/16/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/17/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/18/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/19/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/20/2022	5	\$0.72	\$64.28	0	\$0.00	\$0.00	\$65.00	\$0.72	\$64.28
04/21/2022	6	\$1.10	\$18.90	0	\$0.00	\$0.00	\$20.00	\$1.10	\$18.90
04/22/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/23/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/24/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/25/2022	1	\$1.38	\$23.62	0	\$0.00	\$0.00	\$25.00	\$1.38	\$23.62
04/26/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/27/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
04/28/2022	3	\$0.55	\$9.45	0	\$0.00	\$0.00	\$10.00	\$0.55	\$9.45
04/29/2022	2	\$0.28	\$4.72	0	\$0.00	\$0.00	\$5.00	\$0.28	\$4.72
04/30/2022	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>33</b>	<b>\$21.12</b>	<b>\$1,213.88</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,235.00</b>	<b>\$21.12</b>	<b>\$1,213.88</b>

**\$1,213.88** Will be swept from your bank account on **5/14/2022**



05/02/2022  
10:18:39

**TOWN OF MENDON**  
**Detail of Decals Transactions**  
For the period 04/01/2022 through 04/30/2022

<b>Date</b>	<b>Gross Sales</b>	<b>Commission</b>	<b>Net Sales</b>
04/01/2022	15.00	0.83	14.17
04/04/2022	1,030.00	12.67	1,017.33
04/12/2022	35.00	1.93	33.07
04/13/2022	5.00	0.28	4.72
04/14/2022	25.00	1.38	23.62
04/20/2022	65.00	0.72	64.28
04/21/2022	20.00	1.10	18.90
04/25/2022	25.00	1.38	23.62
04/28/2022	10.00	0.55	9.45
04/29/2022	5.00	0.28	4.72
<b>Grand Total:</b>	<b>1,235.00</b>	<b>21.12</b>	<b>1,213.88</b>

# Monthly Report of Marriage Licenses Issued

SEE INSTRUCTIONS AT BOTTOM OF PAGE

Report for the month of <u>APRIL</u> 2022
City or Town of <u>MENDON</u>
County of <u>MONROE</u>

DEP. NO. _____
S _____
CHECK # _____

DO NOT WRITE IN ABOVE SPACE

Pursuant to the provisions of Section 15 of the Domestic Relations Law, as last amended by Chapter 62 of the Laws of 2003, I herewith transmit to the State Commissioner of Health a fee of twenty-two dollars and fifty cents for each marriage license issued by me during the month covered by this report.

Licenses were numbered from 004 to 005 inclusive. ( Total Active Military: 0 )  
 (if ONE license was issued place number in first space only!) (if NO licenses were issued write "NONE" in above space)

Make remittance by CHECK or MONEY ORDER payable to the State Department of Health  DO NOT SEND CASH  Amount of remittance with this report  \$ <u>45.00</u>	Name of City or Town Clerk (Please Print) <u>Michelle Booth</u>	
	Signature of City or Town Clerk <u>Michelle Booth</u>	Date <u>05/02/2022</u>
	Mailing Address <u>16 WEST MAIN STREET</u>	
	<u>HONEOYE FALLS NY</u>	Zip <u>14472</u>
	E-mail Address	Phone <u>(585) 624-6060</u>

## INSTRUCTIONS

THIS MONTHLY REPORT OF MARRIAGE LICENSES ISSUED MUST BE TRANSMITTED TO THE STATE DEPARTMENT OF HEALTH AT THE ABOVE ADDRESS FOR EACH MONTH regardless of whether or not any licenses were issued. If no licenses were issued, indicate NONE in the space provided for license numbers.

The issuance of a marriage license makes you responsible for the remittance fee of \$22.50 regardless of whether or not the marriage ceremony is ever performed.

Marriage licenses must be numbered and reported consecutively throughout the year starting with number 1 at the beginning of EACH calendar year.

Pursuant to the authority of Section 19 of the New York State Domestic Relations Law, the Commissioner of Health has directed that this report, together with any fee, must be transmitted to the State Department of Health by the 15th of the month following the month which the report covers.

New York State Domestic Relations Law Section 22 provides that any Town or City Clerk who violates or fails to comply with any of the above mentioned reporting or filing requirements, shall be deemed guilty of a misdemeanor and shall pay a fine not exceeding the sum of one hundred dollars on a conviction thereof.

**Detail of Marriage License Transactions**  
For the period 04/01/2022 through 04/30/2022

	<b>Id</b>	<b>Date</b>	<b>Groom(Spouse A) &amp; Bride(Spouse B)</b>	<b>Statutory Fee</b>	<b>Local Fee</b>	<b>Total</b>
1.	22004	04/11/2022	BORGESEN, JONATHAN MICHAEL to GRADY, LYNN ANNE	22.50	17.50	40.00
2.	22005	04/15/2022	JUBA, STEPHEN CHARLES to , ELIZABETH ROSE	22.50	17.50	40.00
<b>TOTAL SALES:</b>				<b>45.00</b>	<b>35.00</b>	<b>80.00</b>



Month Reported: APRIL, 2022

County: MONROE

Code: 26

TOWN OF MENDON

Code: 09

Prepared by: Michelle Booth, TOWN CLERK

Date Prepared: MAY 2, 2022

## Dog License Monthly Report

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Original ID Dog Licenses sold	<u>11</u>
Original Purebred License sold	<u>0</u>
Dog License Renewals sold	<u>8</u>
Purebred License Renewals sold	<u>0</u>
<b>Total sold</b>	<u><b>19</b></u>

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<b>LICENSE TYPES AND FEES COLLECTED</b>	<u>Quantity</u>	<u>Local Fees</u>	<u>Surcharge Fees</u>
Spayed and Neutered Dogs	<u>17</u>	\$5.00 ea <u>85.00</u>	\$1.00 ea <u>17.00</u>
Unspayed and Unneutered Dogs	<u>1</u>	\$12.00 ea <u>12.00</u>	\$3.00 ea <u>3.00</u>
Exempt - Seeing Eye, War, Police	<u>1</u>	<u>No Fee</u>	<u>0.00</u>
Purebred License (1-10 dogs) Spayed & Neutered	<u>0</u>	\$25.00 ea <u>0.00</u>	<u>0.00</u>
Purebred License (1-10 dogs) Unspayed & Unneutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (11-25 dogs) Spayed & Neutered	<u>0</u>	\$50.00 ea <u>0.00</u>	<u>0.00</u>
Purebred License (11-25 dogs) Unspayed & Unneutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Purebred License (26+ dogs) Spayed & Neutered	<u>0</u>	\$75.00 ea <u>0.00</u>	<u>0.00</u>
Purebred License (26+ dogs) Unspayed & Unneutered	<u>0</u>	<u>0.00</u>	<u>0.00</u>
Total licenses sold	<u>19</u>	<u>97.00</u>	<u>20.00</u>

### **REPLACEMENT AND PUREBRED TAG ORDERS**

Replacement Tags	<u>0</u>	<u>0.00</u>
Purebred Tags	<u>0</u>	<u>0.00</u>
Total tags sold	<u>0</u>	<u>0.00</u>

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### **DISBURSEMENTS**

Paid to Supervisor	<u>\$97.00</u>
Paid to NYS Animal Population Control Program	<u>\$20.00</u>

**TOWN OF MENDON**

05/02/2022  
10:32:49

**Detail of Dog License Transactions**  
For the period 04/01/2022 through 04/30/2022

Id	Date	License Type	Owner	Local Fee	APCP Surcharge
<b>Original I.D. Dog Licenses Issued:</b>					
1	0000948	04/04/2022	MN CAMPANELLI, MANUELA	5.00	1.00
2	0000949	04/05/2022	FS SCRIVENS, MICHAEL	5.00	1.00
3	0000950	04/05/2022	EX WRIGHTMAN, EDWARD	F	
4	0000951	04/06/2022	FS LILL, ANN M	5.00	1.00
5	0000952	04/06/2022	FS LILL, ANN M	5.00	1.00
6	0000953	04/06/2022	MN LILL, ANN M	5.00	1.00
7	0000954	04/12/2022	FS WOOD, SUSAN	5.00	1.00
8	0000955	04/12/2022	FS WOOD, SUSAN	5.00	1.00
9	0000956	04/18/2022	MN MEGAN WOOD	5.00	1.00
10	0000957	04/22/2022	MN SWAGLER, ANGELA	5.00	1.00
11	0000958	04/28/2022	MU VARGAS, JESUS	12.00	3.00
				<b>57.00</b>	<b>12.00</b>
<b>Renewal Licenses and New Owners Issued:</b>					
1	0000769 0007226	04/04/2022	MN BAGLEY, CHERYL	5.00	1.00
2	0000668 0007227	04/07/2022	FS WANZENRIED, RICK	5.00	1.00
3	0000866 0007228	04/08/2022	FS NERI, SHARON	5.00	1.00
4	0000263 0007229	04/25/2022	MN VELLA, JOSHUA	5.00	1.00
5	0000438 0007230	04/26/2022	MN GILBANK, MICHAEL&ANT	5.00	1.00
6	0000437 0007231	04/26/2022	FS GILBANK, MICHAEL&ANT	5.00	1.00
7	0000865 0007232	04/29/2022	MN WILSON, HENRY	5.00	1.00
8	0000404 0007233	04/29/2022	FS VALENTI, DIANA	5.00	1.00
				<b>40.00</b>	<b>8.00</b>
<b>Status Changes:</b>					
1	0000777	04/05/2022	FS WRIGHTMAN, EDWARD	Dead	
2	0000212	04/13/2022	MN MORGAN, GEORGIA	Gone	
3	0000314	04/26/2022	MN MARX, KURT	Gone	
4	0000320	04/28/2022	FS LOW, VALERIE	Dead	
5	0000369	04/29/2022	FS HOLTON, CATHERINE	Dead	
				<b>TOTAL SALES</b>	<b>97.00</b>
					<b>20.00</b>

**TOWN OF MENDON**

## A1255 - A2770 Transaction Report

For the period 04/01/2022 through 04/30/2022

Type	Date	Comment	Name	Quantity	Fee
<b>A1255</b>					
1.MT	04/11/2022	22-003	LAMPSON	2	20.00
2.MT	04/18/2022		CHASE, JAMES AND LISA	2	20.00
3.MT	04/21/2022	82-012	MASLYN, LISA	1	10.00
				<b>5</b>	<b>50.00</b>
<b>A2408</b>					
4.COMM	04/05/2022	USE ON APRIL 3,2022	HOH	1	150.00
5.COMM	04/15/2022	PRIDE AND JOY DAYCARE TRAINING	WESTMILLER, ASHLEY	1	180.00
				<b>2</b>	<b>330.00</b>
<b>A2409</b>					
6.AFU1	04/12/2022	SEMMEL RD 5/3-8/23	DONALD MARLOWE	1	100.00
				<b>1</b>	<b>100.00</b>
			<b>Total for A Fund:</b>	<b>8</b>	<b>480.00</b>
			<b>Total Sales</b>	<b>8</b>	<b>480.00</b>



**TOWN OF MENDON**

B1900 - DB5142 Transaction Report  
For the period 04/01/2022 through 04/30/2022

Type	Date	Comment	Name	Quantity	Fee
<b>B2110</b>					
1.ZBAV	04/07/2022	11 MILL RD	CONNOLLY, JAMES	1	250.00
2.ZBAV	04/07/2022	1123 W BLOOMFIELD RD	HAMLIN,DOUGLAS	1	250.00
				<b>2</b>	<b>500.00</b>
3.ZBPH	04/07/2022	11 MILL RD	CONNOLLY, JAMES	1	100.00
4.ZBPH	04/07/2022	1123 W BLOOMFIELD RD	HAMLIN,DOUGLAS	1	100.00
				<b>2</b>	<b>200.00</b>
<b>B2115</b>					
5.PASL	04/12/2022	4445 CLOVER ST	DUCKLES	1	150.00
6.PASL	04/12/2022	1293 HF 5 PTS	GOODBERLET	1	150.00
				<b>2</b>	<b>300.00</b>
<b>B2555</b>					
7.BLDG	04/15/2022	LAUTENSLAGER, 707 PIT MND CTR	ACES - ENERGY - GEOTHERMAL	1	75.00
8.BLDG	04/18/2022	MANSFIELD-45 BOUGHTON - GENER	ANDERSON WATER	1	100.00
9.BLDG	04/25/2022	8733 - 3179 RSH MNDN - GEOTHER	BRYAN	1	75.00
10.BLDG	04/04/2022	8721 - 570 SMITH - ADDTN	BUSHNELL	1	100.00
11.BLDG	04/11/2022	HARMON - 18 CNTRY MED. EGRESS	COMFORT WINDOWS	1	100.00
12.BLDG	04/27/2022	8736 - 21 TROUT CRK - SHED	CURRAN	1	50.00
13.BLDG	04/01/2022	R8515 - 17 HUNT CLUB - INGR PL	FARRELL	1	100.00
14.BLDG	04/15/2022	PENDERS - 4 PINE HLW-GENERATOR	HOME POWER SYSTEMS, LLC	1	100.00
15.BLDG	04/18/2022	GENOVA - 9 HIRAM WAY - GENERAT	INTEGRATED POWER SUPPLIES	1	100.00
16.BLDG	04/08/2022	PERGOLA - MANCINI - 30 FORDS X	JOSH LANDSCAPE	1	50.00
17.BLDG	04/27/2022	R8533 - 95 CHS FCTRY - RENO	MICCICHE	1	100.00
18.BLDG	04/20/2022	17 CHEESE FACTORY - DECK	PETERSON, JACKIE	1	50.00
19.BLDG	04/06/2022	8723 - 92 QMH - KTCH RENO	POST	1	100.00
20.BLDG	04/05/2022	8722 - 1275 W BLMFLD - GEOTHRM	POWELL	1	75.00
21.BLDG	04/26/2022	8734 - 16 HAWKS VW - ADDITION	ROBERTS	1	100.00
22.BLDG	04/21/2022	ROSSI - 10 CAROLINA - ING POOL	SERENITY POOLS	1	125.00
23.BLDG	04/13/2022	DECK/COVERED PORCH	SMITH, ZACKERY	1	50.00
24.BLDG	04/26/2022	8735 - 91 BH - ADD KITCHEN	TRAVERS	1	100.00
25.BLDG	04/01/2022	8720 - 3 CHARLSTON - DECK EXT	WOOD	1	50.00
				<b>19</b>	<b>1,600.00</b>
<b>B2590</b>					
26.BURN	04/06/2022	6985 RUSH LIMS RD	JACOB	1	25.00
				<b>1</b>	<b>25.00</b>
27.DRIV	04/19/2022	WIDEN DRIVE - 367 TAYLOR	WOOD, RON	1	175.00
				<b>1</b>	<b>175.00</b>
<b>B2771</b>					
28.CWVM	04/26/2022		JOINT	1	15.00
				<b>1</b>	<b>15.00</b>
29.FARM	04/26/2022		JOINT	1	10.00
				<b>1</b>	<b>10.00</b>
30.RALS	04/22/2022			1	20.00
31.RALS	04/26/2022		JOINT	1	20.00

Type	Date	Comment	Name	Quantity	Fee
				2	40.00
			Total for B Fund:	31	2,865.00
			<b>Total Sales</b>	31	2,865.00

The regular meeting of the Mendon Town Board was held at 7:00 PM, Monday, April 11, 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*, John Hagreen, Wayne Menz, Peter Lehning, Emily Palumbus, *ESP Consulting, LLC*, Jason Ebbs, *Labella Engineering*.

*Supervisor Moffitt called the meeting to order at 7:02PM. The Pledge of Allegiance was recited.*

**AGENDA**  
**(Resolution 22-124)**

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to adopt the agenda with the following amendment.

Addition of a Facilities Use Permit Application to agenda item #20 and move the rest accordingly.  
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye.

**PUBLIC COMMENT**

Wayne Menz, 90 Ontario St, reported he attended the Community Concert Band at the school. He thanked the Board for their continued support of these concerts and highlighted the great time that was had by all.

**COMMUNICATIONS**  
**Highway Superintendent**

Mr. Caschetta was happy to report that they have wrapped up the snow and ice season, all snow fence and delineators have been picked up. They will finish sweeping this week. He reported on the replacement of cross culverts on Assembly Drive and stated this area is on the list for 2023 road improvements. Mr. Caschetta said the crews have been walking the Town roads, along with West Bloomfield Rd, Cheese Factory Rd, and Boughton Hill Rd, picking up trash left along the roadside. Finally, he reminded everyone that Brush Pick up will begin on April 25. Workers will start on the East side and work their way West. This pick up is for brush only, no leaves or lawn/garden debris.

**Town Clerk**

Mrs. Booth reported about 95% of the Town and County taxes have been received. There are still plenty of COVID test still available at Town Hall. She has been researching some credit card options for the office also.

**Town Board**

Mr. Rosiek reported on the Mendon Community Business Association meeting he attended. He stated the Building Dept has been busy, but with vacations within the office he wasn't able to get a report for the month. The Zoning Board of Appeals have not had any meetings to report on. He spoke about Labella and the spray park, especially noting that consulting fees can become pretty high.

Ms. Carroll gave an update on the library. They will begin their annual budget and have discussed eliminating fines for overdue books.



Mr. Dubois reported on the most recent Planning Board meeting. Mrs. Stott was given preliminary approval for the concerts in the Hamlet again this year. He says there will be three events.

#### **Supervisor**

Supervisor Moffitt reported that he attended the Mendon Community Business Association Meeting, a reception for the Eagle Scouts at the Community Center and was a guest at the Honeoye Falls Fire Department Banquet. Mr. Moffitt reported the Town Hall will be getting phone and copier replacements. He also stated that the building and grounds crew have been updated for the season, he received the library's annual report, and reported the resignation of Ms. Romig from the Library. Supervisor Moffitt reported on a check fraud case that is being investigated through the Monroe County Sheriff's office. The Town Historian, Diane Ham, has approached Mr. Moffitt to add a historical marker within the Linear Trail.

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

##### ***(Resolution 22-125)***

A motion was made by Mrs. Jenkins, seconded by Mrs. Carroll, to acknowledge receipt of the Supervisor's Monthly Report for March 2022.

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

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

##### ***(Resolution 22-126)***

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to acknowledge receipt of the Town Clerk's Monthly Report for March 2022, showing receipts and disbursements in the amount of \$3,844.19.

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

#### **MINUTES**

##### ***(Resolution 22-127)***

A motion was made by Mrs. Jenkins, seconded by Mr. Dubois, to approve the minutes of the March 14, 2022, regular Town Board meeting, and the March 28, 2022, special Town Board meeting, as presented.

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

#### **VOUCHERS**

##### **General Abstract**

##### ***(Resolution 22-128)***

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to approve all claims on vouchers numbered 22-220 to 22-290, on General Abstract 22-04, in the amount of \$227,546.07.

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

##### **Library Abstract**

Library vouchers numbered 22-037 to 22-052, on Library Abstract 22-04, in the amount of \$4,601.96 were presented to the Town Board for payment.

#### **ESP CONSULTING, LLC PRESENTATION**

Emily Palumbus, from ESP Consulting, LLC gave a colorful presentation to the Board, explaining the grant writing process for the Town.

#### **CONTRACT WITH ESP CONSULTING, LLC**

##### ***(Resolution 22-129)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to enter into an agreement with ESP Consulting, LLC for Town Grant Eligibility Assessment. Not to exceed \$2,500.00 from account number B 8023.400 Planning Projects Contracted Services.

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

**MILITARY MEMORIAL/SPRAY PARK – DISCUSSION**

There was a brief discussion regarding the budget for the spray park. Jason Ebbs, *Labella Engineer*, updated the Board on the status of the bids for the project.

**LABELLA BID ACCEPTANCE – MILITARY MEMORIAL AND SPRAY PARK  
(Resolution 22-130)**

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins to approve the recommendation from the town engineer Labella for the following:

Contract #1, #2, and #3 will be rebid  
Contract #4 \$120,000.00 with CP Ward

All reviews and Bonding are acceptable by recommendation by Labella.

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

**PUBLIC HEARING – UNSAFE BUILDING 3316 RUSH MENDON ROAD  
(Resolution 22-131)**

The Public Hearing to give the property owner of 3316 Rush Mendon Road (tax account number 263689 215.01-1-25) and/or the person(s) owning property an opportunity to be heard as to why the building has not been removed and also for the Town Board to receive proposals for the removal of such building, pursuant to Mendon Town Code.

The Supervisor opened the Public Hearing at 7:57pm.

**PUBLIC COMMENT**

There were no comments.

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.

**3316 RUSH MENDON ROAD – UNSAFE BUILDING  
(Resolution 22-132)**

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll to adopt the following:  
WHEREAS, pursuant to section 117-4 of the Town Code, Jack Maas, has been duly notified of UNSAFE STRUCTURE located at his property at 3316 Rush Mendon Road, and  
WHEREAS, a public hearing was held on April 11, 2022  
NOW, THEREFORE BE IT RESOLVED, that Mr. Maas shall have until June 11, 2022 to remove any personal property or belongings from the property, and  
BE IT FURTHER RESOLVED, that the supervisor is authorized to contract for the removal of the building on or after June 11, 2022 at a cost to be determined, and  
FINALLY, BE IT RESOLVED, that all expenses to the Town in removing the building(s) from the property be assessed on the real property from which the building(s) were removed and the expense so assessed shall constitute a lien and charge on the real property on which it is levied until paid or otherwise satisfied or discharged, as authorized by Town Code 117-8 and 117-11.  
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye.

**YOUTH CENTER DISCUSSION**

There was a discussion regarding the 2022 reopening of the Mendon Youth Center. Mr. Dubois will prepare a timeline for the next board meeting, to help ensure a smooth opening in September.

**CONTRACT WITH BENARD P. DONEGAN, INC. MUNICIPAL FINANCE  
(Resolution 22-133)**

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins to contract with Bernard P. Donegan, Inc Municipal Finance for 2022 for any municipal finance for temporary financing, permanent financing as



approved by the Mendon Town Board and any disclosures required by law, authorized by the Town Supervisor.

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

#### **LIBRARY BOARD OF TRUSTEES APPOINTMENT**

##### ***(Resolution 22-134)***

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins to appoint Mary McCabe to the position of Library Board of Trustees. Appointment to expire December 31, 2024.

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

#### **STANDARD WORKDAY FOR ELECTED AND APPOINTED OFFICIALS**

##### ***(Resolution 22-135)***

A motion was made by Mr. Rosiek, seconded by Mrs. Jenkins to approve submittal of records to the NYS Retirement System for all Elected and Appointed Officials.

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

#### **FACILITIES USE PERMIT APPLICATION – SEMMEL RD SOFTBALL FIELD**

##### ***(Resolution 22-136)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois to allow Don Marlowe to use the Semmel Road Softball field, Tuesday evenings from May 3, 2022 to August 23, 2022 from 5:45pm to 8:45pm for a softball league.

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

#### **PUBLIC COMMENT**

Wayne Menz, 90 Ontario St, informed the Board, the first date, of the Concert in the Hamlet will be on June 18, 2022.

#### **ADJOURNMENT**

##### ***(Resolution 22-137)***

A motion was made by Mrs. Jenkins, seconded by Mr. Dubois, to adjourn the meeting at 8:17pm.

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



**2022-5**

**GENERAL ABSTRACT  
No. 22-291 to No. 22-360**

**TOTAL      \$70,536.34**

**LIBRARY ABSTRACT  
No. 22-053 to No. 22-66**

**TOTAL      \$6,903.65**

**Abstract of General Vouchers 22-5**

291	Arrow Contracting	A5132.410		\$	32.00
292	Bassette, Danny	A1610.41	\$	510.00	
		B1910.11	\$	290.00	\$ 800.00
293	Bender, Matthew & Co., Inc.	A1110.420			\$ 65.00
294	Benefit Resource	A9060.8	\$	42.50	
		B9060.8	\$	13.20	
		DA9060.8	\$	43.10	
		DB9060.8	\$	46.20	
		L9060.8	\$	5.00	\$ 150.00
		DB5115.4			\$ 4,387.60
295	Blair Supply	A1310.401			\$ 2,800.00
296	Bonadio & Co., LLP	DA5130.4			\$ 2,298.13
297	Caledonia Diesel	DA9057.8			\$ 68.61
298	Callerame, Jim	A1620.402	\$	4.75	
299	Capital One Trade Credit	A1620.421	\$	172.58	\$ 177.33
		A1620.421	\$	27.18	
300	Capital One Trade Credit	A7120.42	\$	40.83	
		DA5130.4	\$	33.61	\$ 101.62
		A1610.41	\$	249.99	
301	Charter Communications	A1620.414	\$	64.99	
		A5132.413	\$	89.99	\$ 404.97
		A1620.414			\$ 129.98
302	Charter Communications	DA5130.4			\$ 1,577.86
303	Conway GMC Volvo	A1670.401			\$ 11.99
304	Crystal Rock	DB5110.4			\$ 80.07
305	Deckman Oil, Co.	B8023.400			\$ 1,000.00
306	ESP Consulting/Emily Palumbos	DB5140.4			\$ 600.00
307	Edwards Tree & Landscape	A9060.8	\$	265.52	
308	Excellus	B9060.8	\$	111.59	
		DA9060.8	\$	373.70	
		DB9060.8	\$	405.44	
		L9060.8	\$	72.05	\$ 1,228.30
		TA20			\$ 931.85
309	Excellus	A9060.8	\$	1,902.53	
310	Excellus	B9060.8	\$	1,554.57	
		DA9060.8	\$	3,352.54	
		DB9060.8	\$	5,126.81	
		L9060.8	\$	1,159.11	\$ 13,095.56
		TA20			\$ 5,270.14
311	Excellus	DA5130.4			\$ 4,053.51
312	Ferrellgas	A1620.426			\$ 300.00
313	Fire Alarm Service Technology	A1610.41	\$	152.99	
314	First National Bank of Omaha	A1620.401	\$	39.28	\$ 192.27
		DA5130.4			\$ 320.97
315	Fleetpride	A1620.405	\$	584.18	
316	Frontier Communications	A5132.413	\$	236.07	\$ 820.25
		A1620.402	\$	147.00	
317	Global Fire Protection	A1620.413C	\$	88.00	
		A1620.417	\$	55.00	
		A1620.421	\$	10.00	
		A5132.410	\$	863.00	\$ 1,163.00
318	Grainer, W. W.	A1620.401	\$	53.00	



		DA5130.4	\$ 64.06	\$ 117.06
319	Greece Town Court	A1110.410		\$ 50.00
320	Henderson Products, Inc	DA5130.4		\$ 437.23
321	Home Depot Credit Services	A1620.401	\$ 22.75	
		A5132.4	\$ 22.75	\$ 45.50
322	Honeoye Falls-Lima F.I.S.H.	B7610.404		\$ 1,500.00
323	Honeoye Falls Marketplace	A1670.401		\$ 186.27
324	IEH Auto Parts LLC	DA5130.4		\$ 6.58
325	JC Smith Inc.	A5020.400		\$ 23.40
326	Jackson Welding & Gas Products	DA5130.4		\$ 8.82
327	Kenworth of Rochester, NY Inc.	DA5130.4		\$ 1,135.39
328	Labella Associates	B8020.41		\$ 2,304.57
329	Lawson Products	DA5130.4		\$ 433.97
330	Lewis General Tire	DA5130.4		\$ 215.80
331	MVP	A9060.8	\$ 822.45	
		B9060.8	\$ 288.58	
		DA9060.8	\$ 1,154.32	\$ 2,265.35
		TA20		\$ 299.93
332	MVP	A1220.410		\$ 11.70
333	Moffitt, John	DA5130.4		\$ 48.76
334	NAPA - Honeoye Falls	DB5110.4		\$ 5,099.35
335	NOCO Energy Corp	A1310.410		\$ 80.00
336	NYGFOA	A1410.410		\$ 60.00
337	NYS Dept of State	A1620.407	\$ 1,398.22	
338	National Fuel	A1620.414	\$ 136.23	
		A1620.418	\$ 62.44	\$ 1,596.89
		B5182.4		\$ 33.37
339	National Grid	A1620.408	\$ 393.55	
340	National Grid	A1620.414	\$ 102.43	
		A1620.418	\$ 81.12	
		A5132.413	\$ 843.57	
		B5182.4	\$ 170.70	\$ 1,591.37
		DA5130.4		\$ 143.11
341	Oil Filter Service	A1670.402		\$ 374.97
342	Quadient Leasing, Inc	B5182.4	\$ 692.98	
343	R.G.& E.	SL5182.403	\$ 705.37	\$ 1,398.35
		A7140.41		\$ 25.01
344	R.G. & E.	A5132.413		\$ 325.00
345	Radiomax Communications	DB5115.4		\$ 446.17
346	Rochester Asphalt Material	A1220.410	\$ 25.00	
347	Sargent, John Agency	A1410.410	\$ 25.00	
		A5020.1	\$ 350.00	
		B3620.401	\$ 50.00	\$ 450.00
		A1355.410	\$ 73.50	
348	Sentinel	A5010.47	\$ 144.00	
		B8010.401	\$ 66.75	
		B8020.401	\$ 17.25	
		H7150.4	\$ 94.50	\$ 396.00
		A5132.413		\$ 3.60
349	SPOK, Inc	A1610.41	\$ 25.52	
350	Staples	A1620.401	\$ 107.68	
		A1620.411	\$ 363.90	
		A5010.44	\$ 162.73	\$ 659.83
		DA5130.4		\$ 3,055.31
351	Sunoco LP	DA5130.4		\$ 280.98
352	Tracey Road Equipment	DA5130.4		





ABSTRACT OF LIBRARY VOUCHERS 2022-05

Number	Vendor	Acct.	Acct. Amt.	Total Amt.
53	Amazon Capital Services	7410.410	\$ 175.01	\$ 538.04
		7410.455	\$ 168.42	
		7410.460	\$ 194.61	
54	Baker & Taylor	7410.400		\$ 1,330.83
55	Brodart Co.	7410.401		\$ 574.56
56	DeLage Landen Financial Services	7410.440		\$ 129.59
57	Frontier	7410.420		\$ 238.68
58	MidAmerica Books	7410.401		\$ 203.50
59	MidWest Tape	7410.406	\$ 44.99	\$ 353.85
		7410.407	\$ 308.86	
60	National Fuel	7410.450		\$ 362.95
61	National Grid	7410.450		\$ 716.00
62	OverDrive, Inc.	7410.405		\$ 1,863.09
63	The Penworthy Company	7410.401		\$ 358.12
64	Shanks Enterprises, Inc.	7410.450		\$ 118.11
65	Simple Tech Innovations, Inc.	7410.210		\$ 59.00
66	Sonricker, Summer	7410.427		\$ 57.33
			<b>Total</b>	<b>\$ 6,903.65</b>

INVOICE INV\_40755

New York Government Finance Officers'  
Association  
3 Pine West Plaza, Suite 308  
Albany, NY 12205  
United States  
518.465.1512



Responsible | Knowledgeable | Accountable

Mrs. Kelli Parmelee  
Town of Mendon  
16 W Main St  
Honeoye Falls, NY 14472 United States

Invoice #                    INV\_40755  
Invoice Date                April 20, 2022  
Invoice Due                 Upon Receipt

<b>AMOUNT DUE</b>	<b>\$80.00</b>
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**Transactions**

<b>Description</b>	<b>Amount</b>
Online Event Registration: Western Summer Seminar 2022 Seminar Fee - Member	\$80.00

<b>Total Amount</b>	<b>\$80.00</b>
<b>Amount Due</b>	<b>\$80.00</b>

For questions, call or email:  
518.465.1512  
info@nygfoa.org  
Please refer to your confirmation email for information on specific rate deadlines and cancellation policies.



**BILL TO:**

TOWN OF MENDON  
ACCOUNTS PAYABLE  
16 W MAIN ST  
HONEOYE FALLS, NY 14472-1199

**SHIP TO:**

TOWN OF MENDON  
RECEIVING DEPT  
16 WEST MAIN STR  
HONEOYE FALLS, NY 14472-1102

PLEASE REVIEW DELL'S TERMS & CONDITIONS OF SALE AND POLICIES, WHICH GOVERN THIS TRANSACTION  
VIEW YOUR ORDER DETAILS ONLINE

<b>Invoice No:</b> 10580638377	<b>Customer No:</b> 4241750	<b>Order No:</b> 423966017	<b>Page 1 of 3</b>
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Purchase Order: PO04252022	Sales Rep: HUNTER_GRIFFITH
Payment Terms: Due 45 days from invoice date	Contract Code: C000000005000
Due Date: 06/13/2022	Customer Agreement #: PM20820/1000041162
Invoice Date: 04/29/2022	Contract Name: Dell NYS Umbrella Contract PM20820
Waybill Number: 1ZW70W980309158499	Shipped Via:
Order Date: 04/25/2022	

Item Number	Description	Qty	Unit	Unit Price	Amount
210-BCOG	<b>OptiPlex 3090 Micro BTX</b> System Service Tags:BBJPQN3, BZ9PQN3, DDJPQN3	3	EA	900.16	2,700.48
338-BVDE	10th Generation Intel Core i5-10500T (6-Core, 12MB Cache, 2.3GHz to 3.8GHz, 35W)	3	EA	-	-
19-AQMP	Windows 10 Pro (Includes Windows 11 Pro License) English, French, Spanish	3	EA	-	-
30-ABMD	Office Home & Business 2021	3	EA	-	-
370-AFWE	8GB (1x8GB) DDR4 Non-ECC Memory	3	EA	-	-
400-BEUW	M.2 2230 256GB PCIe NVMe Class 35 Solid State Drive	3	EA	-	-
412-AALV	Thermal Pad	3	EA	-	-

FOR SHIPMENTS TO CALIFORNIA, A STATE ENVIRONMENTAL FEE OF UP TO \$6 PER ITEM WILL BE ADDED TO INVOICES FOR ALL ORDERS CONTAINING A DISPLAY GREATER THAN 4 INCHES. PLEASE KEEP ORIGINAL BOX FOR ALL RETURNS. COMPREHENSIVE ONLINE CUSTOMER CARE INFORMATION AND ASSISTANCE IS A CLICK AWAY AT [WWW.DELL.COM/PUBLIC-ECARE](http://WWW.DELL.COM/PUBLIC-ECARE) TO ANSWER A VARIETY OF QUESTIONS REGARDING YOUR DELL ORDER.

USD	
<b>Sub-Total:</b>	\$ 2,700.48
<b>Ship. &amp;/or Handling:</b>	\$ 0.00
<b>ENVIRO FEE:</b>	\$ 0.00
<b>Taxable:</b>	
\$ 0.00	<b>Tax:</b>
<b>Non-Taxable:</b>	\$ 0.00
\$ 2,700.48	
<b>Invoice Total:</b>	\$ 2,700.48



**Make check payable / remit to :**

Dell Marketing L.P.  
C/O Dell USA L.P.  
PO Box 643561  
Pittsburgh, PA 15264-3561

DETACH AT LINE AND RETURN WITH PAYMENT

Invoice No: 10580638377  
Customer Name: TOWN OF MENDON  
Customer No: 4241750  
PO No: PO04252022  
Order Number: 423966017

**Electronics Payments**  
Dell Marketing L.P.  
PNC Bank  
ABA#: 043-000-096  
Acct#: 1017304611  
Swift code : PNCCUS33

USD	
<b>Sub-Total:</b>	\$ 2,700.48
<b>Ship. &amp;/or Handling:</b>	\$ 0.00
<b>ENVIRO FEE:</b>	\$ 0.00
<b>Taxable:</b>	
\$ 0.00	<b>Tax:</b>
<b>Non-Taxable:</b>	\$ 0.00
\$ 2,700.48	
<b>Invoice Total:</b>	\$ 2,700.48
<b>Balance Due:</b>	\$ 2,700.48
<b>Amount Enclosed:</b>	

0105806383770000000270048000000042417508

## Acrobat Pro DC

US\$14.99/mo

**Billed annually at US\$179.88/yr.** Windows and Mac.

- Annual, paid monthly
- Annual, prepaid
- Monthly

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## Acrobat Standard DC

US\$12.99/mo

**Billed annually at US\$155.88/yr.** Windows only.

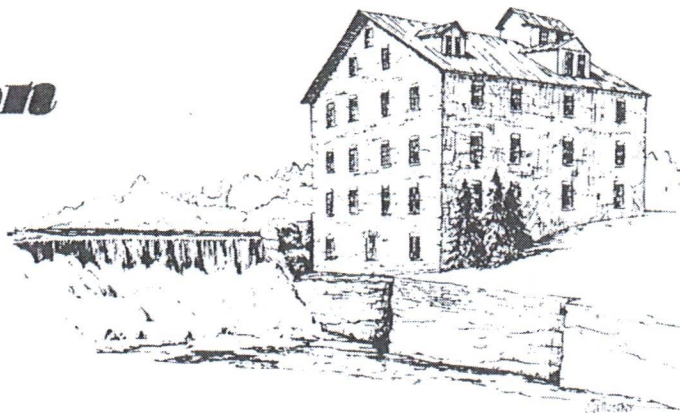
- Annual, paid monthly
- Annual, prepaid
- Monthly

Top features	Acrobat Pro DC	Acrobat Standard DC
Create PDFs and export to Word, Excel and PowerPoint	✓	✓
Edit text and images, reorder, and delete pages in a PDF	✓	✓
Easily create, fill, sign, and send forms	✓	✓
Combine multiple documents and file types into a single PDF	✓	✓
Send documents for e-signature and track responses in real time	✓	✓
Add security and password-protect PDF files	✓	✓
Compare two versions of a PDF to review all differences	✓	
Turn scanned documents into editable, searchable PDFs	✓	
Take advantage of advanced mobile editing features	✓	
Redact to permanently remove sensitive information in PDFs	✓	
Validate and fix PDFs for ISO and accessibility standards	✓	



# Town of Mendon

*Preserving the Past...  
Protecting the Present...  
Promoting the Future*



## FACILITIES USE PERMIT APPLICATION ATHLETIC FIELDS

NAME OF ORGANIZATION: Mendon Storm  
ORGANIZATION ADDRESS: Po Box  
Mendon, NY 14506

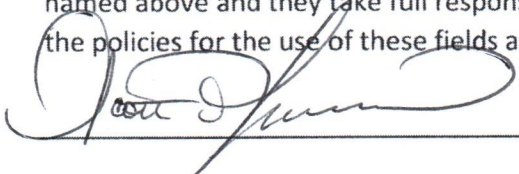
TYPE OF SPORT: Baseball  
NUMBER OF PARTICIPANTS: 15  
AGE RANGE OF PARTICIPANTS: 12U

REPRESENTATIVE COMPLETING THIS APPLICATION: Scott Johnson  
CONTACT PHONE NUMBER (CELL): 443 845 0203  
CONTACT EMAIL ADDRESS: scott.johnson.baseball@gmail.com

DATES AND TIMES REQUESTED (ATTACH ADDITIONAL SHEETS AS NECESSARY):  
**THERE IS NO ORGANIZATIONAL USE ON SUNDAYS OR MONDAYS.**

May 4th + May 11th

The undersigned states that they are a duly authorized representative of the organization named above and they take full responsibility for the adherence of their organization to the policies for the use of these fields as adopted by the Mendon Town Board.

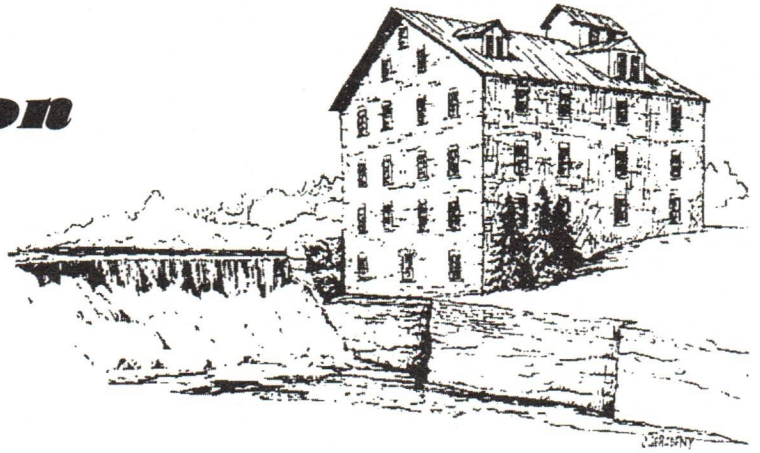


For Official Use Only:  
Fee Received \_\_\_\_\_  
Insurance Forms Received \_\_\_\_\_



# ***Town of Mendon***

*Preserving the Past...  
Protecting the Present...  
Promoting the Future*



May 4, 2022

The Honorable Town Board:

Kelli Parmelee will be attending a Civil Service Conference on May 10, 2022 from 1-4pm. The conference will take place at the Ebenezer Watts Conference Center located in Downtown Rochester. The goal of this training is to gain a better foundation of the knowledge to help the Town of Mendon navigate the world of Civil Service!

Thank you,

Kelli Parmelee