

**TOWN OF MENDON**  
**Town Board Agenda – Tentative**  
**Monday, October 17, 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. Public Hearing- 2023 Preliminary Budget
12. Resolution to move the 2023 Budget from Preliminary to Final Budget
13. Capital Improvement Program- Schedule Public Hearing
14. Fire Protection Contract- Schedule Public Hearing
15. Computer Equipment- Scrap
16. Bonadio & Co. LLP- Contract for Services
17. Historic Preservation Committee- Meeting Dates
18. Summer Recreation Contract 2023
19. Letter of Credit, regarding Mendon Green
20. Repair Order- Highway Dept.
21. Public Comment
22. Adjournment

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

**October 17, 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 September 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 September 2022, showing receipts and disbursements in the amount of \$3,822.61

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 and Special Town Board Meetings held on September 12 and 26, 2022 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:

Fr: B8010.401	Zoning Personnel	\$200.00
To: B8010.1	Zoning Advertising	\$200.00
Fr: B8020.41	Planning- Engineering	\$300.00
To: B8020.43	Planning- Training	\$300.00
Fr: A1010.410	Town Board Travel/Dues/Conferences	\$250.00
To: A1620.426	Fire Alarm Monitoring	\$250.00

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 22-665 to 22-747, on General Abstract 22-10, in the amount of \$281,221.52

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 22-124 to 22-139, on Library Abstract 22-10, in the amount of \$8,735.40 were presented to the Town Board for payment.

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## **15. COMPUTER EQUIPMENT- SCRAP**

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

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to scrap the following used computer equipment.

- 4- Dell Optiplex Desktops
- 1- IBM Desktop
- 2- Keyboards
- Box of miscellaneous wires

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

## **16. BONADIO & Co., LLP CONTRACT FOR SERVICES**

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

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to contract with Bonadio & Co. for 2023 AUD completion, not to exceed \$3,000.00 from account A1310.401 Purchased Services.

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

## **17. HISTORIC PRESERVATION COMMITTEE- MEETING DATES**

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

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to schedule all Historic Preservation Meetings on the first Wednesday of the month for the remainder of 2022. All Open Meetings Laws will be adhered to, meetings are open to the public and duly advertised. Meetings will be held at the Board Room, Mendon Town Hall, 16 West Main St. Honeoye Falls, NY 14472- 7:00pm

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

## **18. SUMMER RECREATION CONTRACT 2023**

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

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to enter into the 2023 Summer Recreation Program with the Honeoye Falls- Lima Central School, the Town Supervisor is authorized to sign the contract. Not to exceed \$19,000.00 from account number B7320.4

All campers within the Town of Mendon and outside the Village of Honeoye Falls will receive \$240.00 subsidy.

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Before June 1, 2023 registration, any campers from the same geographical parameters and who's family qualifies for the Federal Free Lunch Program receives \$675.00 municipal subsidy. After June 1, 2023 registration subsidy is \$705.00

Before June 1, 2023 registration, any campers from the same geographical parameters and who's family qualifies for the Federal Reduced Lunch Program receives \$450.00 municipal subsidy. After June 1, 2023 registration subsidy is \$470.00

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

## **19. LETTER OF CREDIT, REGARDING MENDON GREEN**

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

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to accept the Engineer's estimate from LaBella Engineers for \$1,700,399.75 for the Mendon Green Project from Riedman Holmes. Letter of Credit, in full or partial will be released with Town Board approval, after acceptance by the Code Enforcement Officer, Town Highway Superintendent and Town Engineer.

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

## **20. REPAIR ORDER MENDON HIGHWAY**

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

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve repair order for \$3,870.34 to repair truck #91 with Allied Spring, after receiving three quotes.

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

## **21. PUBLIC COMMENT**

## **22. 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.*

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Fund	Revenues		Expenditures		Appropriated Fund Balance								
	Budget	Budget as Amended	Year to Date	Balance	% Received	Budget	Budget as Amended	Year to Date	Balance	% Expended	Budget	Budget as Amended	Year to Date
A-General Townwide	\$1,562,050	\$1,562,050	\$1,759,767	-\$197,717	113%	\$1,857,050	\$1,862,254	\$838,594	\$1,023,660	45%	\$245,000	\$300,204	\$921,173
B-General Partown	\$504,075	\$504,075	\$545,353	-\$41,278	108%	\$604,075	\$604,788	\$365,112	\$239,677	60%	\$100,000	\$100,713	\$180,241
DA-Highway Townwide	\$507,800	\$507,800	\$296,944	\$210,857	58%	\$655,800	\$664,300	\$456,648	\$207,652	69%	\$148,000	\$156,500	-\$159,705
DB-Highway Partown	\$1,384,018	\$1,384,018	\$1,169,766	\$214,252	85%	\$1,784,018	\$1,790,764	\$1,068,928	\$721,836	60%	\$400,000	\$406,746	\$100,838
L-Library Townwide	\$361,200	\$361,200	\$365,497	-\$4,297	101%	\$361,200	\$361,200	\$246,964	\$114,236	68%	\$0	\$0	\$118,533
SD-Special Districts	\$234,304	\$234,304	\$237,315	-\$3,011	101%	\$237,304	\$237,304	\$185,249	\$52,055	78%	\$3,000	\$3,000	\$52,066
	\$4,553,447	\$4,553,447	\$4,374,641	\$178,806	96%	\$5,499,447	\$5,520,610	\$3,161,495	\$2,359,115	57%	\$896,000	\$967,163	\$1,213,146
Calculation of Surplus Funds													
		B-General Partown	DA-Highway Townwide	DB-Highway Partown	L-Library Townwide	SD-Special Districts							
Assigned Fund Balance 1/1/22	\$825,000	\$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	\$68,194	\$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	\$602,926	\$1,134,637	\$78,890	\$413,328	\$17,081	\$28,670							
9/1-09/31/22 Change in Fund Balance	\$921,173	\$180,241	-\$159,705	\$100,838	\$118,533	\$52,066							
In A Fund- includes allocating \$530,000 of New Town Hall, Parks and Building Reserves for Splash Park (per TB 6/13/22)													

# TOWN CLERK'S MONTHLY REPORT

TOWN OF MENDON, NEW YORK

SEPTEMBER, 2022

TO THE SUPERVISOR:

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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>21</u>	DECALS	<u>252.61</u>	
<u>8</u>	MARRIAGE LICENSES NO. 22037 TO 22044	<u>140.00</u>	
<u>1</u>	MARRIAGE TRANSCRIPT	<u>10.00</u>	
<b>TOTAL TOWN CLERK FEES</b>			<b>402.61</b>
<hr/>			
<b>A2544</b>			
<u>10</u>	DOG LICENSES	<u>50.00</u>	
<b>TOTAL A2544</b>			<b>50.00</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>1</u>	P B APP SITE PLAN	<u>350.00</u>	
<b>TOTAL B2115</b>			<b>350.00</b>
<hr/>			
<b>B2555</b>			
<u>15</u>	BUILDING PERMIT	<u>1,350.00</u>	
<u>2</u>	COPY OF ISSUED PERMIT	<u>10.00</u>	
<b>TOTAL B2555</b>			<b>1,360.00</b>
<hr/>			
<b>B2590</b>			
<u>1</u>	RIGHT OF WAY WORK	<u>100.00</u>	
<b>TOTAL B2590</b>			<b>100.00</b>
<hr/>			
<b>B2770</b>			
<u>1</u>	ENG REV ADV SITE PLN	<u>700.00</u>	
<b>TOTAL B2770</b>			<b>700.00</b>
<hr/>			
<b>B2771</b>			
<u>1</u>	MIGRATION/MENDO	<u>10.00</u>	
<u>2</u>	AROUND MENDON & HF	<u>40.00</u>	
<u>3</u>	FROM FORESTS TO FARMING	<u>30.00</u>	
<u>2</u>	RAILS TO TRAILS	<u>40.00</u>	
<u>4</u>	TRAILS WESTWARD TO MENDN	<u>40.00</u>	
<b>TOTAL B2771</b>			<b>160.00</b>



TOWN CLERK'S MONTHLY REPORT

SEPTEMBER, 2022

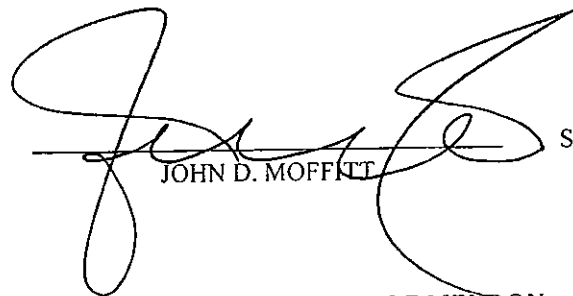
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DISBURSEMENTS

* PAID TO SUPERVISOR FOR GENERAL FUND	452.61
* PAID TO SUPERVISOR FOR PART TOWN FUND	3,370.00
PAID TO NYS DEC FOR DECALS	4,314.39
PAID TO NYS ANIMAL POPULATION CONTROL FUND	10.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES	180.00
<b>TOTAL DISBURSEMENTS</b>	<b>8,327.00</b>

\* Total pd to Supervisor \$3822.61

OCTOBER 3, 2022



JOHN D. MOFFITT

SUPERVISOR

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

6 day of October 2022



Notary Public

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

**TOWN OF MENDON**  
**Cash Book Transactions**

10/03/22  
09:04:58

For the period 09/01/22 through 09/30/22

Total: \$8,327.00

Deposited:

Date	Name	Description	DEC	DL	ML	GCL	Other
09/01/22	WATSON, EMILY	0000036/FS RENEWAL 0007377		6.00			
09/01/22	DECALS	DECALS DAILY TOTAL	174.00				
09/01/22	COGLITORE, NICHOLAS	ENG REV ADV SITE PLN RIDGECREST DEVELP -					700.00
09/01/22	COGLITORE, NICHOLAS	P B APP SITE PLAN RIDGECREST DEVEL. TAYL					350.00
09/01/22	COLLINS, AARON	ZBA AREA VARIANCE 6 FOUNTAIN BLEU					250.00
09/01/22	COLLINS, AARON	ZBA PUBLIC HEARING 6 FOUNTAIN BLEU					100.00
09/02/22	DECALS	DECALS DAILY TOTAL	94.00				
09/02/22	MICHAELS-KNAPP	MARRIAGE LICENSE 22037			40.00		
09/02/22	LOPEZ	ZBA AREA VARIANCE 176 TAYLOR RD					250.00
09/02/22	LOPEZ	ZBA PUBLIC HEARING 176 TAYLOR RD					100.00
09/06/22	DERUYSCHEER, TIMOTHY A	0000073/FS RENEWAL 0007379		6.00			
09/06/22	DONAHOE'S, THE	0000085/FS RENEWAL 0007380		6.00			
09/06/22	WOLFE	BUILDING PERMIT 8803 - 777 MENDON IONIA					50.00
09/06/22	EMMI	BUILDING PERMIT 8804 - 2 PKVW MNR - INGR					125.00
09/06/22	MACK	BUILDING PERMIT 8805 - 27 QMH - POLE BAR					50.00
09/06/22	PALMER	BUILDING PERMIT 8806 - 6 HURLINGHAM - GE					100.00
09/06/22	CREARY LAE	COPY OF ISSUED PERMIT 9 HUNT CLUB					10.00
09/06/22	DECALS	DECALS DAILY TOTAL	192.00				
09/07/22	DECALS	DECALS DAILY TOTAL	201.00				
09/07/22		FROM FORESTS TO FARMING					10.00
09/07/22	MONROE COUNTY WATER AUTH	RIGHT OF WAY WORK 141 SEMMEL RD					100.00
09/07/22		TRAILS WESTWARD TO MENDN					10.00
09/08/22	DECALS	DECALS DAILY TOTAL	147.00				
09/09/22	TORPEY, MICHAEL R	0000547/FS RENEWAL 0007381		6.00			
09/09/22	SOUSOU	BUILDING PERMIT 8807 - 62 SYCAMORE - DEC					50.00
09/09/22	LYDON	BUILDING PERMIT DESIGN POOL - INGR, 5 BR					125.00
09/09/22	DECALS	DECALS DAILY TOTAL	562.00				
09/09/22		FROM FORESTS TO FARMING					10.00
09/09/22		RAILS TO TRAILS					20.00
09/09/22		RAILS TO TRAILS					20.00
09/09/22		TRAILS WESTWARD TO MENDN					10.00
09/12/22	CAP	BUILDING PERMIT 8809 - 273 BH - DEMO					75.00
09/12/22	DECALS	DECALS DAILY TOTAL	187.00				
09/13/22	DECALS	DECALS DAILY TOTAL	92.00				
09/14/22	DECALS	DECALS DAILY TOTAL	32.00				
09/14/22	BOCK-MANGINO	MARRIAGE LICENSE 22038			40.00		
09/14/22	SYMONS-ORTIZ GUZMAN	MARRIAGE LICENSE 22039			40.00		
09/15/22	VITULLO	AROUND MENDON & HF					20.00
09/15/22	DECALS	DECALS DAILY TOTAL	112.00				
09/15/22	VITULLO	FROM FORESTS TO FARMING					10.00
09/15/22	VITULLO	MIGRATION/MENDO					10.00
09/15/22	VITULLO	TRAILS WESTWARD TO MENDN					10.00
09/16/22	DECALS	DECALS DAILY TOTAL	382.00				
09/19/22	DECALS	DECALS DAILY TOTAL	151.00				
09/20/22		AROUND MENDON & HF					20.00
09/20/22	COOK	BUILDING PERMIT 8810 - 1657 W BLMFLD - P					50.00
09/20/22	HILL	BUILDING PERMIT 8811 - 15 CHAMBORD - ROO					75.00
09/20/22	CURWIN	BUILDING PERMIT 8812 - 4214 CLOVER - DK					50.00

Date	Name	Description	DEC	DL	ML	GCL	Other
09/20/22	DECALS	DECALS DAILY TOTAL	258.00				
09/20/22	DRAKE-CONIGLIO	MARRIAGE LICENSE 22040			40.00		
09/21/22	DECALS	DECALS DAILY TOTAL	292.00				
09/21/22	TREWER-COUTURE	MARRIAGE LICENSE 22041			40.00		
09/22/22	KONTUR	BUILDING PERMIT 8813 - 7 WINDHAM - 2 GAS					50.00
09/22/22	DECALS	DECALS DAILY TOTAL	169.00				
09/22/22	WORBOYS-PILATO	MARRIAGE LICENSE 22042			40.00		
09/23/22	HUIATT, KELLY	0000420/MN RENEWAL 0007382		6.00			
09/23/22	SPIER, MARY R	0000734/FS RENEWAL 0007383		6.00			
09/23/22	SPIER, MARY R	0000735/MN RENEWAL 0007384		6.00			
09/23/22	SPIER, MARY R	0000977/FS ORIGINAL		6.00			
09/23/22	DECALS	DECALS DAILY TOTAL	331.00				
09/26/22	DECALS	DECALS DAILY TOTAL	161.00				
09/26/22	-HAMILL	MARRIAGE LICENSE 22043			40.00		
09/26/22	OSCHNER	MARRIAGE TRANSCRIPT 99040					10.00
09/26/22	HOOPER	TRAILS WESTWARD TO MENDN					10.00
09/27/22	ALLERTON, MARY ANNE	0000546/FS RENEWAL 0007385		6.00			
09/27/22	ALLERTON, MARY ANNE	0000724/MN RENEWAL 0007386		6.00			
09/27/22	DECALS	DECALS DAILY TOTAL	119.00				
09/28/22	HAWLEY DEV	BUILDING PERMIT 8814 - 1383 PTTS MNDN -					150.00
09/28/22	BALMER	BUILDING PERMIT 8815 - 1238 PTTS MDM - S					75.00
09/28/22	DECALS	DECALS DAILY TOTAL	223.00				
09/28/22	PAPPERT-BARTZSCH	MARRIAGE LICENSE 22044			40.00		
09/29/22	MOORE	BUILDING PERMIT 8816 - 968 MILE SQ - POL					275.00
09/29/22	DECALS	DECALS DAILY TOTAL	512.00				
09/30/22	MARI	BUILDING PERMIT 8817 - 6 SURREY HK - ABV					50.00
09/30/22	DECALS	DECALS DAILY TOTAL	176.00				

<b>Total:</b>	<b>\$8,327.00</b>	4,567.00	60.00	320.00	0.00	3,380.00
<b>Deposit Amount:</b>	<b>\$8,327.00</b>					
<i>Cash:</i>	<i>\$5,221.00</i>					
<i>Checks:</i>	<i>\$3,106.00</i>					
<b>Credit Card Amount:</b>	<b>\$0.00</b>					

TOWN OF MENDON

10/03/2022

09:17:26

**Detail of Decals Transactions**  
For the period 09/01/2022 through 09/30/2022

Date	Gross Sales	Commission	Net Sales
09/01/2022	174.00	9.59	164.41
09/02/2022	94.00	5.18	88.82
09/06/2022	192.00	11.32	180.68
09/07/2022	201.00	11.08	189.92
09/08/2022	147.00	8.11	138.89
09/09/2022	562.00	31.00	531.00
09/12/2022	187.00	10.33	176.67
09/13/2022	92.00	5.07	86.93
09/14/2022	32.00	1.76	30.24
09/15/2022	112.00	6.18	105.82
09/16/2022	382.00	21.07	360.93
09/19/2022	151.00	8.32	142.68
09/20/2022	258.00	14.24	243.76
09/21/2022	292.00	16.11	275.89
09/22/2022	169.00	9.32	159.68
09/23/2022	331.00	18.26	312.74
09/26/2022	161.00	8.87	152.13
09/27/2022	119.00	6.56	112.44
09/28/2022	223.00	12.31	210.69
09/29/2022	512.00	28.23	483.77
09/30/2022	176.00	9.70	166.30
<b>Grand Total:</b>	<b>4,567.00</b>	<b>252.61</b>	<b>4,314.39</b>

# Monthly Report of Marriage Licenses Issued

SEE INSTRUCTIONS AT BOTTOM OF PAGE

Report for the month of  
SEPTEMBER 2022

City or Town of MENDON

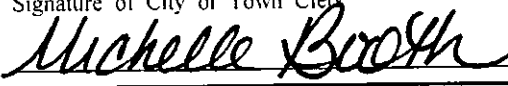
County of MONROE

DEP. NO. \_\_\_\_\_  
 \$ \_\_\_\_\_  
 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 037 to 044 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>180.00</u>	Name of City or Town Clerk (Please Print) <u>Michelle Booth</u>	
	Signature of City or Town Clerk 	Date <u>10/03/2022</u>
	Mailing Address <u>16 WEST MAIN STREET</u> <u>HONEOYE FALLS NY</u>	
	E-mail Address <u>Mbooth@townofmendon.org</u>	Zip <u>14472</u> 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.

Month Reported: SEPTEMBER, 2022

County: MONROE

Code: 26

TOWN OF MENDON

Code: 09

Prepared by: Michelle Booth, TOWN CLERK

Date Prepared: OCTOBER 3, 2022

## Dog License Monthly Report

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Original ID Dog Licenses sold	<u>1</u>
Original Purebred License sold	<u>0</u>
Dog License Renewals sold	<u>9</u>
Purebred License Renewals sold	<u>0</u>
<b>Total sold</b>	<b><u>10</u></b>

---

LICENSE TYPES AND FEES COLLECTED	<u>Quantity</u>	<u>Local Fees</u>	<u>Surcharge Fees</u>
Spayed and Neutered Dogs	<u>10</u>	\$5.00 ea <u>50.00</u>	\$1.00 ea <u>10.00</u>
Unspayed and Unneutered Dogs	<u>0</u>	\$12.00 ea <u>0.00</u>	\$3.00 ea <u>0.00</u>
Exempt - Seeing Eye, War, Police	<u>0</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>0.00</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>0.00</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>0.00</u>
Total licenses sold	<u>10</u>	<u>50.00</u>	<u>10.00</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>\$50.00</u>
Paid to NYS Animal Population Control Program	<u>\$10.00</u>

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NYS Department of Agriculture and Markets  
Spay and Neuter  
PO Box 975  
Albany, NY 12201-0975

Month of Submission: SEPTEMBER, 2022  
County: MONROE      Town of Mendon  
TCV Code: 2609      Monroe Mendon  
Prepared by: Michelle Booth, Town Clerk  
Date Prepared: OCTOBER 3, 2022

State of New York  
Department of Agriculture and Markets  
Spay and Neuter  
PO Box 975, Albany, NY 12201-0975

**ANIMAL POPULATION CONTROL PROGRAM SUBMISSION**

Submit by the 5th of the month covering activities  
of the preceding month.

<b>LICENSE TYPES AND FEES COLLECTED</b>	<b>Unspayed/Unneutered - Four months of age or older</b>
Spayed and Neutered Dogs	\$1.00 ea =      \$10.00
Unspayed and Unneutered Dogs	\$3.00 ea =      \$0.00
<b>TOTAL AMOUNT REMITTED</b>	\$10.00
<b>Check Number:</b>	

**TOWN OF MENDON**

10/03/2022  
10:08:59

**A1255 - A2770 Transaction Report**  
**For the period 09/01/2022 through 09/30/2022**

Type	Date	Comment	Name	Quantity	Fee
A1255					
I.MT	09/26/2022	99040	OSCHNER	1	10.00
				1	10.00
			<b>Total for A Fund:</b>	1	10.00
			<b>Total Sales</b>	1	10.00



10/03/2022  
10:13:17

**TOWN OF MENDON**

**B1900 - DB5142 Transaction Report**

For the period 09/01/2022 through 09/30/2022

Type	Date	Comment	Name	Quantity	Fee
<b>B2110</b>					
1.ZBAV	09/01/2022	6 FOUNTAIN BLEU	COLLINS, AARON	1	250.00
2.ZBAV	09/02/2022	176 TAYLOR RD	LOPEZ	1	250.00
				<b>2</b>	<b>500.00</b>
3.ZBPH	09/01/2022	6 FOUNTAIN BLEU	COLLINS, AARON	1	100.00
4.ZBPH	09/02/2022	176 TAYLOR RD	LOPEZ	1	100.00
				<b>2</b>	<b>200.00</b>
<b>B2115</b>					
5.PASP	09/01/2022	RIDGECREST DEVEL. TAYLOR RD	COGLITORE, NICHOLAS	1	350.00
				<b>1</b>	<b>350.00</b>
<b>B2555</b>					
6.BCOP	09/06/2022	9 HUNT CLUB	CREARY LAE	2	10.00
				<b>2</b>	<b>10.00</b>
7.BLDG	09/06/2022	8803 - 777 MENDON IONIA - PAVL	WOLFE	1	50.00
8.BLDG	09/06/2022	8804 - 2 PKVW MNR - INGR PL	EMMI	1	125.00
9.BLDG	09/06/2022	8805 - 27 QMH - POLE BARN	MACK	1	50.00
10.BLDG	09/06/2022	8806 - 6 HURLINGHAM - GENRTER	PALMER	1	100.00
11.BLDG	09/09/2022	DESIGN POOL - INGR, 5 BRAEMAR	LYDON	1	125.00
12.BLDG	09/09/2022	8807 - 62 SYCAMORE - DECK EXT	SOUSOU	1	50.00
13.BLDG	09/12/2022	8809 - 273 BH - DEMO	CAP	1	75.00
14.BLDG	09/20/2022	8810 - 1657 W BLMFLD - PAVILON	COOK	1	50.00
15.BLDG	09/20/2022	8811 - 15 CHAMBORD - ROOF SOLR	HILL	1	75.00
16.BLDG	09/20/2022	8812 - 4214 CLOVER - DK REPL	CURWIN	1	50.00
17.BLDG	09/22/2022	8813 - 7 WINDHAM - 2 GAS FP	KONTUR	1	50.00
18.BLDG	09/28/2022	8814 - 1383 PTTS MNDN - DEMO	HAWLEY DEV	1	150.00
19.BLDG	09/28/2022	8815 - 1238 PTTS MDM - SOLAR	BALMER	1	75.00
20.BLDG	09/29/2022	8816 - 968 MILE SQ - POLE BARN	MOORE	1	275.00
21.BLDG	09/30/2022	8817 - 6 SURREY HK - ABV GR PL	MARI	1	50.00
				<b>15</b>	<b>1,350.00</b>
<b>B2590</b>					
22.ROWW	09/07/2022	141 SEMMEL RD	MONROE COUNTY WATER AUTH	1	100.00
				<b>1</b>	<b>100.00</b>
<b>B2770</b>					
23.EASP	09/01/2022	RIDGECREST DEVELP - TAYLOR RD	COGLITORE, NICHOLAS	1	700.00
				<b>1</b>	<b>700.00</b>
<b>B2771</b>					
24.FARM	09/07/2022			1	10.00
25.FARM	09/09/2022			1	10.00
26.FARM	09/15/2022		VITULLO	1	10.00
				<b>3</b>	<b>30.00</b>
27.MDHF	09/15/2022		VITULLO	1	20.00
28.MDHF	09/20/2022		VITULLO	1	20.00
				<b>2</b>	<b>40.00</b>
29.MIGM	09/15/2022		VITULLO	1	10.00
				<b>1</b>	<b>10.00</b>

Type	Date	Comment	Name	Quantity	Fee
30.RALS	09/09/2022			1	20.00
31.RALS	09/09/2022			1	20.00
32.TRLS	09/07/2022			2	40.00
33.TRLS	09/09/2022			1	10.00
34.TRLS	09/15/2022			1	10.00
35.TRLS	09/26/2022		VITULLO	1	10.00
			HOOPER	1	10.00
				4	40.00
<b>Total for B Fund:</b>				36	3,370.00
<b>Total Sales</b>				36	3,370.00

The regular meeting of the Mendon Town Board was held at 7:00 PM, Monday, September 12, 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 Kelli Parmelee, *Finance Director*.

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

**AGENDA**

*(Resolution 22-186)*

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to adopt the agenda as presented. Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye.

**PUBLIC COMMENT**

There were no comments.

**COMMUNICATIONS**

**HIGHWAY SUPERINTENDENT, Andrew Caschetta**, reported that his department helped the Village of Honeoye Falls with paving. The brush pile has been ground and the chips are slowly being hauled away. Mr. Caschetta stated a handful of roads need attention and they have taken care of some drainage issues. Monroe County has closed most of the jobs and vouchers have been sent for payment. The Monroe County Parks Department has asked them to rebuild two parking lots and entrance ways in Mendon Ponds Park, to get ready for paving. Mr. Caschetta has agreed, acknowledging the benefit to the residents of Mendon in the near future. Mr. Caschetta has been in contact with the NYS Dept. of Transportation in regards to the issues at the intersection of Clover Street and Stoney Lonesome Road. A guardrail has been ordered and should be delivered within 30 days. The NYS DOT has also scheduled another traffic study. Mr. Caschetta is anticipating the approval of a flashing, caution light to indicate the intersection ahead. Paperwork has been submitted to NYS DOT for CHIPS/EWR/Pave NY. Everything was approved and the payment of \$131,871.22 will be delivered to the Town on December 15, 2022. The Paving of Potholes paperwork was submitted in July and the payment of \$15,976.22 will be available on September 20, 2022. Mr. Caschetta also reported earlier in the year they marked dead ash trees on Town Roads and they will be removing them when time allows.

**TOWN CLERK, Michelle Booth**, reported School Tax payments have started arriving; it has been very busy in the office with this and hunting licenses. She also ordered a credit card machine but is waiting to implement it until after the tax season. This will be available to the residents to pay for day-to-day business, for a small fee. It will not be available for tax payments; second machine might be needed to do that. Ms. Booth was presented the 2023 Tentative Budget by the Town Supervisor, John Moffitt. This will be available on the website in the near future. The rabies clinic and recycling event plans have been finalized and is scheduled for October 15 from 11-1pm at the Mendon Highway garage.

**TOWN BOARD**

**Brent Rosiek**, reported that he will be attending the spray park construction meeting tomorrow. He was unable to attend the last Planning Board Meeting due to work, but Mr. Dubois filled in for him. Mr.

Rosiek will check with Building Inspector, Corey Gates, in regards to the solar farm trees; they are reaching the end of planting season. He was happy to see more activity in the Hamlet lately and also talked about the low availability of shovel ready lots in the Town.

**Karen Jenkins**, gave an update on the Fire Protection Service Committee meeting.

**Cynthia Carroll**, stated she was unable to attend the library meeting because she was attending the Public Hearing that was scheduled. She agreed with Mr. Rosiek about the Hamlet and trees around the Solar farm. She stated that people might not be building right now because of prices being so high.

**Thomas Dubois**, gave an update on the last Planning Board Meeting.

**SUPERVISOR, John Moffitt**, reported having his laptop stolen out of his truck last week. There is video footage of the incident, the Monroe County Sheriff's Dept. and the insurance company was notified. He has been working to get the old library cleaned up for the Girl Scout Troop to use; carpets and windows have been cleaned and he has fixed some lighting. Mr. Moffitt will be attending the Splash Park construction meeting and he is also asking for any ideas on names for the Military memorial/splash park. Monroe County has been looking into centralized kennels like surrounding counties have, he will continue to get information on this. The supervisor provided a brochure in regards to the recycling and rabies clinic that will be available for the residents. He also mentioned receiving a call from a resident that purchased a home next door to his property to use as a short-term rental for anyone that boards their horses with them and needs a place to stay. Mr. Moffitt stated that these are things they need to address during the moratorium as an unintended consequence.

**SUPERVISOR'S MONTHLY REPORT**

*(Resolution 22-187)*

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to acknowledge receipt of the Supervisor's Monthly Report for August 2022.

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

**TOWN CLERK'S MONTHLY REPORT**

*(Resolution 22-188)*

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to acknowledge receipt of the Town Clerk's Monthly Report for August 2022, showing receipts and disbursements in the amount of \$5,330.91.

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

**MINUTES**

*(Resolution 22-189)*

A motion was made by Mr. Rosiek, seconded by Mrs. Jenkins, to approve the minutes of the Town Board Meetings, held on August 15, August, 22, and August 29, as presented.

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

**BUDGET TRANSFERS/ADJUSTMENTS**

*(Resolution 22-190)*

A motion was made by Mr. Dubois, seconded by Mr. Jenkins, to approve the following budget adjustments:

Fr: DA9010.8	State Retirement	\$800.00
To: DA9055.8	Disability	\$800.00
Fr: DB5112.4	Improvements Contractual	\$209.01
To: DB9055.8	Disability	\$209.01

Fr: B8020.41	Planning- Engineering	\$250.00
To: B8020.401	Planning- Advertising	\$250.00
Fr: A1930.4	Judgements and Claims	\$1,000.00
To: A1670.401	Central print and Mail	\$1,000.00

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

#### **Vouchers**

##### **General Abstract**

###### ***(Resolution 22-191)***

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to approve all claims on vouchers numbered 22-589 to 22-664, on General Abstract 22-09, in the amount of \$237,993.11.

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

##### ***Library Abstract***

Library vouchers numbered 22-110 to 22-123, on Library Abstract 22-09, in the amount of \$6,403.62 were presented to the Town Board for payment.

#### **2023 Tentative Budget - Presentation**

Supervisor Presents 2023 Tentative Budget with Presentation

Mr. Moffitt asked the board to review and make time to meet and discuss the budget before the next meeting on September 26, 2022.

#### **2022 NYSAA Fall Conference Attendance**

##### ***(Resolution 22-192)***

A motion was made by Mrs. Jenkins, seconded by Mrs. Carroll, to approve the attendance of the Mendon Assessor to the Fall Conference in Lake George, NY on September 18-21, 2022 from account number A1355.410, not to exceed \$882.60, not including mileage.

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

#### **2022 AOT Planning and Zoning School Attendance**

##### ***(Resolution 22-193)***

A motion was made by Mrs. Jenkins, seconded by Mr. Dubois, to approve the attendance for the following to attend the conference in Canandaigua, NY, September 28, 2022, for the following: Lauren Smith, Planning Board (88020.43); Steve Maxon, Zoning Board (88010.420), Corey Gates, CEO (83620.401); Brent Rosiek, Town Board (A1010.410), John Moffitt, Town Supervisor (A1220.410). Not to exceed \$90.00 per registration, not including mileage. From accounts noted above.

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

#### **Youth Center Discussion**

Mr. Dubois gave an update on the 2022 reopening of the Mendon Youth Center. Reopening will be on October 3<sup>rd</sup>. The hours will be Monday - Thursday from 2:00 pm to 6:00 pm. They will run with the school calendar normally. It will be open from Middle Schoolers; 6<sup>th</sup>, 7<sup>th</sup>, and 8<sup>th</sup> graders. There will be an open house on September 29 from 6:30pm to 7:30pm. Mr. Moffitt has held interviews for staffing the Center and has one scheduled. He has chosen a staff member to oversee the scheduling for the MYC.

**Recycle/Rabies Event**

There is a flyer going out with all the information and for the Board to review.

**Refund to Applicant*****(Resolution 22-194)***

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to refund the application fees, due to the Town of Mendon Moratorium on Short Term Rental, to Ms. Margaret Fiore for property located at 383 Pond Rd. Honeoye Falls, NY- \$350.00 for the Public Hearing Notice and the application for a Special Use permit.

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

**Executive Session*****(Resolution 22-195)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to enter into executive session at 7:52 pm, for the discussion of medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to end the executive session at 8:51pm.

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

**PUBLIC COMMENT**

There were no comments.

**ADJOURNMENT*****(Resolution 22-196)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to adjourn the meeting at 8:53pm.

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

The regular meeting of the Mendon Town Board was held at 7:00 PM, Monday, September 26, 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*, 2 others.

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

**AGENDA**

*(Resolution 22-197)*

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**

There were no comments.

**COMMUNICATIONS**

**HIGHWAY SUPERINTENDENT, Andrew Caschetta**, reported that they have done some preparations at Mendon Ponds Park and will be paving on Thursday and Friday this week.

**TOWN CLERK, Michelle Booth**, reported School Tax payments are still streaming in. The installment time frame has passed, but the full payments are still being accepted, without penalty, until October 1.

**TOWN BOARD**

**Brent Rosiek**, reported that he will be attending the spray park construction meeting tomorrow. He updated the Board on the last Planning Board meeting.

**SUPERVISOR, John Moffitt**, reported that he spoke with an Attorney with the Association of Towns. They were denied attendance to the upcoming class on short term rentals because it was already filled to capacity. Mr. Moffitt will meet with the Attorney before the class to obtain the information they will miss. Supervisor Moffitt also reported there will be a meeting for the employees' Health Insurance on October 20 at 11:30am. He received the Monroe County Capital Improvement report and it shows 2 bridge replacements in Mendon in the upcoming years; one on Mile Square Rd and one on Taylor Rd.

**PLANNING BOARD MEMBER- TRAINING APPROVAL**

*(Resolution 22-198)*

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins. to accept training for Planning Board member Teresa Winship, with Dept. of State Local Government Courses Planning Board Overview, Introduction to SEQR and Historic preservation classes offered on-line. Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye.

**FINANCE DIRECTOR- TRAINING EVENT**

*(Resolution 22-199)*

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to allow attendance at the HR Town Group Meeting, by Kelli Parmalee, Finance Director, on September 29, 2022, in Fairport, NY- no fee, mileage to be paid from account A1310.410.

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

**MENDON YOUTH CENTER- REOPENING**

Supervisor Moffitt and Mr. Dubois updated the Board on the opening of the Mendon Youth Center (MYC). The MYC will have an open house on September 29 from 6:30pm – 7:30pm. The reopening is scheduled for October 3 and the Center will be open Mon – Thurs from 2pm to 6pm. The staffing is just about fulfilled, they could use one more person ideally.

**MILITARY MEMORIAL- DEDICATION OF NAME**

**(Resolution 22-200)**

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek, to name the Military Memorial at Dreisbach Park, Semmel Road, “When I Have Your Wounded” the DUSTOFF Legacy. This name has been approved by the families of the fallen soldiers and the National Guard.

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

**BUDGET TRANSFERS/ADJUSTMENTS**

**(Resolution 22-201)**

A motion was made by Mr. Dubois, seconded by Mr. Jenkins, to approve the following budget adjustments:

DA9010.8	State Retirement - Increase	\$7524.00
Fund Balance	DA Fund - Increase	\$7524.00
A1010.100	Town Board - Reduction	\$2046.00
Fund Balance	A Fund - Reduction	\$2046.00
B7320.4	Summer Rec - Increase	\$2000.00
Fund Balance	B Fund - Increase	\$2000.00

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

**PRELIMINARY BUDGET**

**(Resolution 22-202)**

A motion was made by Mrs. Jenkins, seconded by Mrs. Carroll, to approve the 2023 Mendon Town Budget, moving the budget to Preliminary Status.

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

**SCHEDULE PUBLIC HEARING FOR THE 2023 BUDGET**

**(Resolution 22-203)**

A motion was made by Mr. Rosiek, seconded by Mrs. Jenkins, to Schedule the Public Hearing on the Town of Mendon Preliminary Budget on Monday, October 17, 2022.

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

**VETERANS DAY LUNCH**

The Mendon Town Board will sponsor the Veteran’s Day luncheon, on November 11, 2022, following the Ceremony at the four corners. There will be seating inside, along with a take-out option.



**SCHEDULE PUBLIC HEARING FOR THE 2023 CAPITAL IMPROVEMENT PROGRAM  
(Resolution 22-204)**

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek, to schedule a Public Hearing on the 2023 Capital Improvement Plan on October 17, 2022, at the Mendon Community Center at 7:00 pm.  
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye

**SCHEDULE SPECIAL MEETING-WORKSHOP REGARDING SHORT TERM RENTALS  
(Resolution 22-205)**

A motion was made by Mr. Dubois, seconded by Mr. Rosiek, to schedule a Special Meeting/Workshop regarding Short Term Rentals on Monday, October 24, 2022, 7:00pm at the Mendon Community Center.  
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye

**PUBLIC COMMENT**

Alisha Stoklosa, Harter Secrest & Emery, representing Margaret Fiore, 383 Pond Rd, spoke about the short-term rental moratorium.

Margaret Fiore, 383 Pond Rd, asked for information about the summer Rec scholarship program the Board discussed earlier in the meeting.

**ADJOURNMENT  
(Resolution 22-206)**

A motion was made by Mrs. Jenkins, seconded by Mrs. Carroll, to adjourn the meeting at 7:40pm.  
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Jenkins, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye.

**2022-10**

**GENERAL ABSTRACT  
No. 22-665 to No. 22-747**

**TOTAL      \$281,221.52**

**LIBRARY ABSTRACT  
No. 22-124 to No. 22-139**

**TOTAL      \$8,735.40**

Abstract of General Vouchers 22-10

665	Anderson Equipment Co.	DA5130.4		\$	387.87		
666	Benefit Resource	A9060.8	\$	42.50			
		B9060.8	\$	13.20			
		DA9060.8	\$	43.10			
		DB9060.8	\$	46.20			
		L9060.8	\$	5.00	\$	150.00	
667	Boylan Code	B8010.111		\$	45.00		
668	Caledonia Diesel	DA5130.4		\$	972.84		
669	Capital One Trade Credit	A1620.413C	\$	18.84			
		A1620.417	\$	138.30			
		A1620.421	\$	27.64	\$	184.78	
670	Capital One Trade Credit	A1620.417	\$	9.84			
		A5132.4	\$	55.68	\$	65.52	
671	Charter Communications	A1610.41	\$	249.99			
		A5132.413	\$	89.99	\$	339.98	\$ 339.98
672	Charter Communications	A1620.414		\$	89.99	\$	89.99
673	Chemung Supply	DA5130.4		\$	1,419.00		
674	Conway GMC Volvo	DA5130.4		\$	21.49		
675	Crane's Automotive	DA5130.4		\$	26.00		
676	Crystal Rock	A1670.401		\$	48.42		
677	Cyncon Equipment	DA5130.4		\$	520.00		
678	D&W Diesel	DA5130.4		\$	342.63		
679	Deckman Oil Co	DA5130.4		\$	1,356.96		
680	DJM Equipment	DA5130.4		\$	165.18		
681	Excellus BCBS Direct	L9060.8		\$	217.00	\$	217.00
682	Excellus	A9060.8	\$	265.52			
		B9060.8	\$	111.59			
		DA9060.8	\$	373.70			
		DB9060.8	\$	405.44			
		L9060.8	\$	72.05	\$	1,228.30	\$ 1,228.30
683	Excellus BCBS	TA20		\$	931.85	\$	931.85
684	Excellus	A9060.8	\$	1,172.75			
		B9060.8	\$	1,554.57			
		DA9060.8	\$	4,303.01			
		DB9060.8	\$	5,126.81			
		L9060.8	\$	545.46	\$	12,702.60	\$ 12,702.60
685	Excellus	TA20		\$	5,200.45	\$	5,200.45
686	Fallside Heating & Air	A1620.402	\$	809.00			
		A1620.413C	\$	230.00			
		A1620.417	\$	371.00			
		A1620.421	\$	729.00			
		A5132.410	\$	218.00	\$	2,357.00	
687	Ferrellgas	DB5110.4		\$	591.32		
688	Finger Lakes/Castle	DA5130.4		\$	481.95		
689	Fiore, Margaret	B2115		\$	350.00	\$	350.00
690	Fire Alarm Service Technology	A1620.426		\$	274.24		
691	First National Bank of Omaha	A1610.41	\$	167.18			
		A1620.401	\$	255.48			
		A1620.402	\$	179.97			
		A1620.412M	\$	28.25			
		DA5130.4	\$	34.99	\$	665.87	
692	Fleetpride	DA5130.4		\$	409.80		

693	Frontier Communications	A1620.405		\$	610.93	\$	610.93
694	Frontier Communications	A5132.413		\$	234.86		
694	Gates, Corey	B3620.44		\$	31.00		
695	General Code	A1670.405		\$	1,195.00		
696	Grainger	A5132.4	\$	188.02			
		DA5130.4	\$	180.49			
		DB5115.4	\$	31.56	\$	400.07	
697	Groet, Darrick	A5020.4000		\$	15.00		
698	Hadlock's Paint	DA5130.4		\$	92.85		
699	Hanson Aggregates	DB5110.4		\$	311.51		
700	Healthworks	A5020.410		\$	202.50		
701	Home Depot Credit Services	A1620.402		\$	365.98		
702	Honeoye Falls Marketplace	A1670.401		\$	196.20		
703	IEH Auto Parts LLC	DA5130.4		\$	162.78		
704	Jackson Welding & Gas Products	DA5130.4		\$	32.28		
705	KMS Medical Products, LLC	A1620.421	\$	251.52			
		A5020.400	\$	174.00	\$	425.52	
706	Kenworth Northeast Group Inc.	DA5130.4		\$	1,084.78		
707	Labella Associates	B8020.401	\$	1,957.50			
		B8020.41	\$	2,152.31	\$	4,109.81	
708	Lakeside Tool	DA5130.4		\$	34.95		
709	Lewis General Tire	DA5130.4		\$	84.00		
710	Lineage	A1670.402		\$	233.09		
711	M.C.W.A.	A1620.406	\$	100.39			
		A1620.425	\$	100.39	\$	200.78	\$
712	MVP	A9060.8	\$	1,111.03			
		B9060.8	\$	288.58			
		DA9060.8	\$	1,154.32	\$	2,553.93	\$
713	MVP	TA20		\$	299.93	\$	299.93
714	Moffitt, John	A1220.410		\$	56.87		
715	NAPA - Honeoye Falls	DA5130.4		\$	16.96		
716	NOCO Energy Corp	DB5110.4		\$	5,056.07		
717	National Fuel	A1620.407	\$	2.14			
		A1620.414	\$	23.53			
		A1620.418	\$	2.39	\$	28.06	\$
718	National Grid	A1620.408	\$	494.36			
		A1620.414	\$	189.23			
		A1620.418	\$	153.01			
		A5132.413	\$	522.92			
		B5182.4	\$	321.78	\$	1,681.30	\$
719	National Grid	B5182.4		\$	62.25	\$	62.25
720	Oil Filter Service	DA5130.4		\$	99.51		
721	Parmelee, Kelli	A1310.410		\$	20.63		
722	Power Drives, Inc.	DA5130.4		\$	50.22		
723	R.G.& E.	B5182.4	\$	669.85			
		SL5182.403	\$	699.61	\$	1,369.46	\$
724	R.G.& E.	A7140.41		\$	24.88	\$	24.88
725	Radiomax Communications	A5132.413		\$	325.00	\$	325.00
726	Rochester Fire Protection Co.	A1620.423		\$	250.00	\$	250.00
727	Sedam Farm & Commercial	DA5130.4		\$	3,215.24		
728	Sentinel	A1670.409	\$	324.00			
		A5010.47	\$	216.00			
		B8010.401	\$	55.50	\$	595.50	
729	Snap-On Tools	DA5130.4		\$	79.00		
730	Southworth-Milton Inc.	DA5130.4		\$	59.23		

731	Staples	A1620.413C	\$ 74.53			
		A1620.401	\$ 208.09			
		A5010.41	\$ 54.48	\$ 337.10		
732	Star Headlight	DA5130.4		\$ 366.88		
733	Sunoco LP	B3620.44	\$ 99.55			
		DB5110.4	\$ 3,212.24	\$ 3,311.79		
734	Taylor, Mary	H7150.4		\$ 10,000.00		
735	Taylor, Joel	B8010.110		\$ 4.00		
736	Tracey Road Equipment	DA5130.4		\$ 100.78		
737	Unifirst Corporation	DA9056.8		\$ 169.24		
738	VP Supply Corp	A1620.417	\$ 70.12			
		A1620.421	\$ 79.72	\$ 149.84		
739	Verizon Connect	A5132.413		\$ 178.09	\$ 178.09	
740	Verizon Connect	A5132.413		\$ 178.09		
741	Verizon Wireless	A1220.410	\$ 38.01			
		A1620.418	\$ 18.20			
		A3510.440	\$ 18.22			
		A5132.413	\$ 18.20			
		B3620.45	\$ 32.48	\$ 125.11	\$ 125.11	
742	Victor Power	DA5140.4		\$ 522.98		
743	Whitmore, Carter	A5020.400		\$ 250.00		
744	Whitney, Chad	A5020.400	\$ 250.00			
		DA9057.8	\$ 120.00	\$ 370.00		
745	Whitney East, Inc.	H7150.1		\$ 205,941.14		
746	Xerox Corp.	A1670.403	\$ 75.42			
		A5010.44	\$ 79.97			
		B1900.400	\$ 322.04	\$ 477.43	\$ 477.43	
747	Young, Don	B8020.111	\$ 1,282.08			
		B8020.45	\$ 43.00	\$ 1,325.08		
	TOTAL			\$ 281,221.52	\$ 29,247.32	
			<i>to be paid</i>	\$ 251,974.20		

**ABSTRACT OF LIBRARY VOUCHERS 2022-10**

<b>Number</b>	<b>Vendor</b>	<b>Acct.</b>	<b>Acct. Amt.</b>	<b>Total Amt.</b>
124	Amazon Capital Services	7410.410		\$ 95.88
125	Baker & Taylor	7410.400		\$ 2,052.53
126	Brodart Co.	7410.401	\$ 263.66	\$ 298.40
		7410.408	\$ 34.74	
127	BXI Consultants, Inc	7410.440		\$ 103.86
128	Crystal Carpet Cleaning & Floor Service	7410.473		\$ 846.00
129	DeLage Landen Financial Services	7410.440		\$ 129.59
130	Fish Window Cleaning	7410.473		\$ 305.00
131	Frontier	7410.420		\$ 242.74
132	MidWest Tape	7410.407		\$ 414.58
133	National Fuel	7410.450		\$ 10.67
134	National Grid	7410.450		\$ 792.00
135	Shanks Enterprises, Inc.	7410.450		\$ 118.11
136	Sonricker, Summer	7410.427		\$ 78.75
137	W.B. Mason Co.	7410.410	\$ 338.55	\$ 891.67
		7410.455	\$ 553.12	
138	W.T. Cox Information Services	7410.404		\$ 2,344.58
139	Weiders Paint & Hardware	7410.455		\$ 11.04
			<b>Total</b>	<b>\$ 8,735.40</b>

## MENDON AGREEMENT

This Agreement, made the 19 day of Sept 22 effective as of **January 1, 2023**, between the TOWN BOARD OF THE TOWN OF MENDON, County of Monroe and State of New York, hereinafter referred to as the "Town", and the VILLAGE OF HONEOYE FALLS, County of Monroe and State of New York, a municipal corporation, hereinafter referred to as the "Village".

### WITNESSETH:

WHEREAS, there has been duly established in the Town of Mendon a Fire Protection District No. 1, embracing territory in said Town adjacent to the said Village of Honeoye Falls, as such district and duly adopted by the Town Board of said Town on October 16, 1939, and

WHEREAS, following a public hearing duly called by the Town, a resolution was adopted by the Town authorizing a contract with the Village for fire protection to said district on the terms and provisions herein set forth, and

WHEREAS, this contract has been duly authorized by the Village, and consented to pursuant to Section 209d of the General Municipal Law by the Volunteer Fire Department of the Village of Honeoye Falls, and

WHEREAS, the Village has heretofore furnished protection to said protection district by virtue of a written contract with the Town, which contract will expire on the **31st day of December, 2022** and the parties having now agreed upon the terms of a new contract, including its terms, conditions and geographical limits.

NOW, THEREFORE, the Town does engage the Village to furnish fire protection to said district, and the Village agrees to furnish such protection in the following manner, to wit:

1. The fire department of the Village shall at all times during the period of this Agreement be subject to call for attendance upon any fire occurring in such district, and when notified by alarm of a fire within the district, such department shall respond and attend upon the fire without delay with one or more companies and with suitable ladder, pumping and hose apparatus of the Village. Upon arriving at the scene of the fire, the firemen of the Village attending shall proceed diligently and, in every way, reasonable to the extinguishment of the fire, and the saving of life and property in connection therewith.

2. In consideration of furnishing fire protection during the period **January 1, 2023** through **December 31, 2023**, the Town shall pay to the Village the sum of **\$172,311.00 ( One hundred seventy two thousand and three hundred eleven dollars)**. Payment in full, to be made no later than **March 15, 2023**.

3. The Village further agrees that all apparatus shall be in good workable condition and repair for the furnishing of protection as herein provided. In the event of damage to or destruction of the apparatus and vehicles used for fire protection by reason of accidents, calamities or other unforeseen events or their employment elsewhere by virtue of the public emergency laws of the State of New York and/or Federal Government, and/or events connected therewith, the Village shall proceed with reasonable speed and diligence to replace or repair such apparatus and shall notify in writing the Town Clerk of such damage, destruction or employment elsewhere under said emergency laws of the State of New York and/or Federal Government.



4. It is further understood and agreed between the parties that the Village shall in no way be held responsible for delay in reaching the scene of a fire because of impassable roads, circumstances or conditions over which it had no control or for failure to extinguish a fire after reasonable effort.

5. Members of the Volunteer Fire Department of the Village engaged in the performance of their duties upon answering or attending upon any call provided by this contract shall have the same rights, privileges, and immunities as if providing the same in the Village of Honeoye Falls.

6. It is further understood and agreed between the parties that on and after the date of this Agreement, this Agreement shall be considered the only contract in force between the parties for the furnishing of fire protection.

7. It is mutually understood between the parties that the alarm system used by the Village of Honeoye Falls Volunteer Fire Department is activated electronically by the Fire Dispatching Service of the County of Monroe, 911 Emergency Service.

8. In further consideration of the sums due from the Town by reason of this contract, the Village does hereby assume all liability for the benefits due or to become due by reason of the Volunteer Firemen's Benefit Law or related laws as they now exist or may be amended, to any member of the Volunteer Fire Department of Honeoye Falls or other person rendering assistance thereto arising from or by reason of the performance of any duties required by this contract, and the Village agrees to indemnify the Town for any payment of benefits required of the Town by reason of such services. The Village will at all times maintain on file with the Town Clerk certificates of insurance reflecting coverage for the liability for benefits assumed hereby.

9. In further consideration of the sums due from the Town by reason of this contract, the Village does further hereby assume responsibility for all damage to such of its equipment as may be incurred in the performance of this contract.

10. It is the responsibility of the Town and Town does hereby agree to notify the Monroe County 911/Emergency Communication Center of any and all changes, additions, alterations and modifications to the roadways, streets, highways, drives and alleys, including name and number changes, within the Town covered by this contract. One of the purposes of this provision is to provide current addresses of buildings within the contract area so the Village can respond directly to any fire and emergency calls. Notice shall be in writing and shall be given to the Monroe County 911/Emergency Communication Center, c/o County Office Building, 39 West Main Street, Rochester, New York 14614, also a copy of the notice shall be sent to the Village Clerk of Honeoye Falls, 5 East Street, Honeoye Falls, New York 14472.

IN WITNESS WHEREOF, the parties have duly executed and delivered this Agreement the day and year first above written.

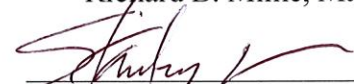
TOWN BOARD OF THE TOWN OF MENDON

VILLAGE OF HONEOYE FALLS

BY: \_\_\_\_\_  
Supervisor

BY: \_\_\_\_\_  
Richard B. Milne, Mayor

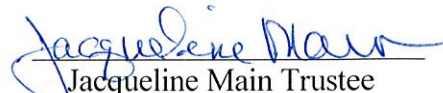
\_\_\_\_\_  
Town Councilman

  
\_\_\_\_\_  
Stanley Worboys, Jr., Trustee

\_\_\_\_\_  
Town Councilman

  
\_\_\_\_\_  
Dan Harris, Trustee

\_\_\_\_\_  
Town Councilman

  
\_\_\_\_\_  
Jacqueline Main Trustee

ATTEST:  
  
\_\_\_\_\_  
Town Clerk

ATTEST:  
  
  
\_\_\_\_\_  
Village Clerk

STATE OF NEW YORK )  
COUNTY OF MONROE ) SS:

On the \_\_\_\_\_ day of \_\_\_\_\_, 2022, before me, the subscriber, personally appeared \_\_\_\_\_

\_\_\_\_\_ of the Town of Mendon, County of Monroe, State of New York, to me personally known to be the Supervisor and Town Councilmen of the Town of Mendon, County of Monroe County, State of New York, and the same persons described in and who executed the foregoing Agreement, and they severally acknowledged that they executed the same as such.

\_\_\_\_\_  
Notary Public

STATE OF NEW YORK )  
COUNTY OF MONROE ) SS:

On the 19 day of September, 2022 before me, the subscribers, personally appeared ~~Richard B. Milne~~, Stanley Worboys, Jr., Dan Harris and Jacqueline Main of the Village of Honeoye Falls, County of Monroe and State of New York, to me personally known to be the Mayor and Trustees of the Village of Honeoye Falls, County of Monroe, State of New York, and the same persons described in and who executed the foregoing Agreement, and they severally acknowledged that they executed the same as such.

**GINA M. HURLEY**  
Notary Public, State of New York  
Qualified in Ontario County  
My Commission Expires Jan. 7, 2024

  
\_\_\_\_\_  
Notary Public

1. The following are the names of the members of the committee that was formed to study the proposed new government system.

## MENDON CONTRACT

The undersigned, Secretary hereof, does hereby certify that the following resolution was duly moved, seconded and unanimously passed at a regular meeting of the Honeoye Falls Fire Department held at its meeting rooms in the Village of Honeoye Falls, New York, on 3 October 2022.

"RESOLVED, that the Honeoye Falls Fire Department consents to the execution of the within Contract by the Village of Honeoye Falls, New York, and will perform and execute Firematic duties in accordance with the terms thereof within the Town of Mendon, County of Monroe, State of New York, as described in said Contract."



---

Secretary  
Honeoye Falls Fire Department

Honeoye Falls	\$	182,095,960	93%
Town of Mendon Fire Protection District	\$	250,921,750	93%
Town of Mendon, Outside of Village	\$	759,263,540	93%
Town of West Bloomfield	\$	17,203,528	89%

2023 Fire

Assessment/Equalization Rate (ER)=Total District Value(TDV)

	Assessment	ER	District Values
Honeoye Falls	182,095,960	93.00%	195,802,108
Mendon FPD	250,921,750	93.00%	269,808,333
W.Bloomfield	17,203,528	89.00%	19,329,807
<b>TDV</b>			<b>484,940,247.60</b>

Total Budget/Total District Value=	Rate/1,000
309,704.00    484,940,247.60	0.000638644

Rate/Equalization Rate=District Rate(DR)

	Rate	ER	DR
Honeoye Falls	0.000638644	93.00%	0.000686714
Mendon FPD	0.000638644	93.00%	0.000686714
W.Bloomfield	0.000638644	89.00%	0.000717577

District Rate(DR)xAssessment=Contract Amounts(CA)

	DR	Assessment	CA
Honeoye Falls	0.000686714	182,095,960	\$125,047.77
Mendon FPD	0.000686714	250,921,750	\$172,311.37
W.Bloomfield	0.000717577	17,203,528	\$12,344.86
<b>Total</b>			<b>\$309,704.00</b>



FD  
21/22

**ORIG BUDGET**

A3020.40	\$	490.00
A3410.10	\$	44,500.00
A3410.20	\$	25,000.00
A3410.21	\$	10,000.00
A3410.22	\$	-
A3410.23	\$	31,000.00
A3410.24	\$	1,500.00
A3410.25	\$	1,500.00
A3410.40	\$	4,000.00
A3410.41	\$	10,500.00
A3410.42	\$	32,500.00
A3410.43	\$	500.00
A3410.44	\$	1,000.00
A3410.45	\$	500.00
A3410.46	\$	4,000.00
A3410.47	\$	200.00
A3410.48	\$	21,847.00
A3410.49	\$	20,666.00
FICA/MED	\$	3,462.75
A1620.11	\$	1,000.00
A1620.42	\$	4,000.00
RETIRE	\$	867.10
MED STIP	\$	-
<b>Subtotal:</b>	<b>\$</b>	<b>219,032.85</b>
13 Fire Prin	\$	25,000.00
13 Fire Int	\$	13,431.26
Reserve Transfer	\$	45,000.00
<b>Total:</b>	<b>\$</b>	<b>302,464.11</b>

# 2023 Fire Department Contract

## 2021/2022 Fire Department Budget

Operating Budget: \$219032.85

Transfer to Reserves: \$ 45000.00

Debt Service Payments: \$ 38431.26

Subtotal: \$302464.11

## 2021/2022 Budget Adjustment

+ \$ 7240.08

Budget Subtotal: \$309704.19

## **2021/2022 Fire Department Budget Total:**

**\$309704.19**

**\*\*SEE NEXT PAGE**

**\*\*Please note Budget Adjustment was:**

+ \$195894.44

- \$152285.71 Credit for FEMA payment of SCBA Grant

- \$ 6368.65 Credit for Check from VFIS for Insurance Claim

- \$ 30000.00 Credit for FD Property Payment Paid in full by Village of Honeoye Falls

**Adjusted Budget Overage: +\$7240.08**

(\$7451.95 HFFD Portion of FEMA Grant-  
\$211.87(Under Budget-Operating))

October 11, 2022

John Moffitt, Supervisor  
Town of Mendon, New York  
16 West Main Street  
Honeoye Falls, New York 14472

Dear John:

We look forward to continuing to provide services to the Town of Mendon, New York (the Town). We will provide assistance with the Town's Annual Update Document (AUD). This report is due annually to the Office of the State Comptroller via their online filing system. Given the Town has a population greater than 5,000 but less than 19,999 the due date of the report is 90 days after year-end which would be April 1, 2023. A 30-day extension is possible with a written request from the Town Supervisor prior to April 1.

We will prepare the Town's AUD based on information provided by the Town through its general ledger software (Williamson Law Book) plus other source documentation. Additionally, we will assist the Town in addressing any questions that arise from the OSC resulting from the AUD submission.

While we will assist you in certain aspects, you are ultimately responsible for:

- The preparation and fair presentation of the AUD in accordance with the principles established by the NYS Office of the State Comptroller
- Designing implementing, and maintaining internal controls relevant to the preparation and fair presentation of the AUD
- Preventing and detecting fraud
- Identifying and ensuring that the Town complies with the laws and regulations applicable to its activities
- Making all financial records and related information available to us and for the accuracy and completeness of that information.

Our engagement cannot be relied upon to disclose errors, fraud, or other illegal acts. However, we will inform the appropriate level of management of any material errors and of any evidence or information that comes to our attention during the performance of our procedures that fraud may have occurred. In addition, we will inform you of any evidence or information that comes to our attention during the performance of our procedures regarding illegal acts that may have occurred, unless they are clearly inconsequential. We have no responsibility to identify and communicate deficiencies in your internal control as part of this engagement.

171 Sully 's Trail  
Pittsford, New York 14534  
p (585) 381-1000  
f (585) 381-3131

[www.bonadio.com](http://www.bonadio.com)

For the AUD preparation, we estimate that the fees will be \$3,000. This fee is based on performing remotely, the work necessary to complete the filing on behalf of the Town. Certain information will be required to be provided by the Town to assist in our preparation of the AUD. We will provide a list of needed documents and/or information as part of the planning for completion of this engagement. The fee estimate is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the work performed. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we resume work and incur the additional costs.

We can also provide consulting services to the Town. Based on our discussion and my understanding of your needs, you are looking for general accounting assistance throughout the year. We can provide services, such as the following, to assist you.

- Review of processes and controls surrounding the Town's accounting activities as needed
- Review of journal entries recorded throughout the year
- Review of bank reconciliations, if necessary
- Guidance and recommendations regarding the proper accounting treatment of infrequent or atypical transactions
- Review of the monthly general ledger transaction detail, providing observations and recommendations

This list is not all inclusive, so as other matters arise, we would be more than happy to discuss additional ways we can be of service!

For the consulting services described above, we propose to be available to the Town on an hourly basis either via phone or in person. We will assign staff to assist based on the complexity and needs of the area but will strive to minimize the involvement of upper-level staff to help reduce the overall costs to the Town. However, please note that all services provided will be overseen by a Partner.

Fees for these services would be billed at the following rates by staff level:

Partner	\$350
Principal	\$200
Manager	\$160
Senior	\$95
Staff	\$75


To help reduce costs, it is anticipated that most of these services will be provided remotely. Telephone and/or video conferences will be scheduled to facilitate discussion and review as necessary. Travel costs, if incurred, will be billed based on actual charges and IRS mileage rates currently in effect.

Our fees will be billed monthly as the work progresses, and full payment is expected within 30 days of receipt of the final invoice.

If you have any questions, please don't hesitate to contact me at 585-249-2873.

If the foregoing is in accordance with your understanding, please sign a copy of this letter in the space provided and return it to us.

Very truly yours,  
BONADIO & CO., LLP



Randall R. Shepard  
Partner

ACKNOWLEDGMENT:

\_\_\_\_\_  
Town Supervisor Signature

Date \_\_\_\_\_

**INTERMUNICIPAL COOPERATIVE AGREEMENT  
REGARDING COMMUNITY SUMMER RECREATION 2023**

**THIS AGREEMENT** is made by and among the Board of Education of the Honeoye Falls-Lima Central School District (hereafter referred to as "the School District") and the Town of Lima, the Village of Lima, the Town of Mendon, and the Village of Honeoye Falls, (hereafter collectively referred to as "the Municipalities"), the School District and the Municipalities (hereafter collectively referred to as "the Parties") all being municipal corporations as defined by section 119-n(a) of the General Municipal Law of New York.

**WITNESSETH:**

**WHEREAS**, the Parties are authorized to enter into agreements for the performance among themselves or one for the other of their respective functions, powers and duties on a cooperative or contract basis pursuant to Article 5-G of the General Municipal Law; and

**WHEREAS**, each of the Parties is authorized to provide recreation programs for its residents on an individual basis; and

**WHEREAS**, Parties find that it would be in their respective and mutual best interest to operate a single summer recreation program to serve all of the Parties' resident children rather than to operate separate and individual programs; and

**WHEREAS**, the School District is able and willing to operate a summer recreation program through its Community Education Department during the summer of 2023 for the benefit of children who reside either within the School District or within any of the Municipalities;

**NOW, THEREFORE**, it is mutually covenanted and agreed by and between the parties hereto as follows:

**SECTION ONE            TERM**

This agreement shall be in effect from the latest date upon which all of the Parties have approved this agreement by actions of their respective governing boards, through October 15, 2023.

**SECTION TWO            DESCRIPTION OF THE PROGRAM**

The Community Recreation Program (hereafter "the Program") will be operated by the School District's Community Education Department to provide recreational activities for and will be open to participation by eligible residents of the Municipalities and eligible residents of the School District. Eligible residents will be children entering grades 1 through 8 in September 2023. The Program will operate 9:00 AM to 3:00 PM, Monday through Friday, for six consecutive weeks, Wednesday, June 28<sup>TH</sup> through Friday, August 4<sup>TH</sup>, excluding holidays.

**SECTION THREE            ADVISORY BOARD**

The Program will have an Advisory Board charged with designing the program, developing a budget, developing administrative procedures, selecting the program director, and evaluating the Program. The Advisory Board will have six members, who will be one liaison each from the School District's Community Education

Department (Kim Roberts, or designated successor), from the Town of Lima (Designee), the Village of Lima (Designee), the Town of Mendon (Designee), the Town of West Bloomfield (Designee), and the Village of Honeoye Falls (Designee). The Advisory Board will be chaired by the School District's liaison and will operate by consensus.

**SECTION FOUR STAFFING**

The Program will be staffed by a Director and sufficient Counselors to provide the following minimum staff to student ratios:

*Grades 1-3	1 Counselor: 7 Campers
Grades 4-8	1 Counselor: 10 Campers

All Program staff will be employees of the School District, subject to the personnel policies and practices of the School District, and shall be supervised by the School District's Director of Community Education.

**SECTION FIVE FEES AND CHARGES**

Parents will pay a registration fee of \$660 per camper if registration is completed by June 1<sup>st</sup>. After June 1<sup>st</sup>, the parent paid registration fee is \$700. The participating municipalities will additionally subsidize each camper at \$240. Residents of the school district who reside outside of the Participating Municipalities will be eligible to enroll in the program but will not be eligible for a subsidy and will be required to pay the full registration fee. Municipal subsidies only apply to registrations for the full summer program. Weekly registrations are fully paid by parents.

For campers from all participating communities except for the Town of Mendon whose families qualify for the Federal Free Lunch Program, the district will receive a payment from the municipality of \$240 plus 75% of parent fee. For campers from all participating communities except for the Town of Mendon whose families qualify for the Federal Reduced Lunch Program, the district will receive a payment from the municipality of \$240 plus 50% of parent fee.

Field trips and food will be available to campers a la carte at an extra charge. No field trip or food costs are included in the registration fee.

A summary of the payments and fees for each situation is provided in Appendix A.

**SECTION SIX BUDGET, FINANCES AND ACCOUNTING**

The Parties intend that expenses for the Program shall not exceed revenues. The revenues necessary to finance the Program shall be derived from registration fees, subsidies from the Municipalities, and charges for services not covered by registration fees. Each Municipality agrees to maintain a budget appropriation for summer recreation to support the Program in 2023, subject to any limits or special terms for individual municipalities listed in Appendix B. The School District's business office shall provide the financial management of the Program, including all accounts receivable and payable, payroll, and purchasing, and the School District's Treasurer shall keep separate accounts of the same, which shall be subject to examination and audit.



## **SECTION SEVEN            EVALUATION, RENEWAL OR TERMINATION**

The Advisory Board will complete and submit a written evaluation of the Program to the Parties no later than **September 15, 2023**, and shall recommend whether or not to continue the Program in 2024, and if so, any amendments to this Agreement. After receipt of the written evaluation and recommendation, the Parties shall determine whether or not to continue the Program in 2024 and, if so, enter into a new Agreement no later than October 15, 2023. Failure to renew shall result in termination of this Agreement **on October 15, 2023**.

## **SECTION EIGHT            INSURANCE**

The School District agrees to obtain and thereafter keep in full force and effect for the term of this Agreement: 1. General Liability insurance with limits of not less than \$1,000,000 per occurrence and \$3,000,000 annual aggregate. 2. Abuse or Molestation Coverage (including sexual misconduct or sexual molestation) with limits of not less than \$1,000,000 each loss and \$3,000,000 annual aggregate. 3. School District and Educators Legal Liability with limits of not less than \$1,000,000 each loss and \$2,000,000 annual aggregate. 4. Umbrella Liability coverage in the amount of \$10,000,000 which covers liability in excess of the above coverages listed in #1 through #3 of this section. The Municipalities shall be named as additional insured parties for the purposes of the Program and any additional premiums incurred for such coverage shall be a cost of the Program.

## **SECTION NINE            INDEMNIFICATION**

To the fullest extent permitted by law, each party to this agreement shall indemnify, hold harmless, and defend, with reasonable attorney fees, the other party, their officers, board members, employees, and agents from and against any actual or alleged claims, demands, suits, or liability arising from injury to any person, including death, or damage to property resulting from any negligent acts or omissions of the indemnifying party, its employees or agents in connection with this Agreement. If it is determined that the injury or damage is the result of negligent acts or omissions of multiple parties to this agreement, each party shall be responsible for its comparative responsibility for the injury or damage. Each party's duties and obligations pursuant to this paragraph shall survive the termination or expiration of this agreement.

## **SECTION TEN    COMPLIANCE WITH ALL LAWS**

In performing under the terms of this Agreement, the School District and each Municipality and each of their agents shall comply with all applicable federal, state, and local laws, resolutions, ordinances, codes, rules, and regulations.

## **SECTION ELEVEN        PROHIBITION AGAINST ASSIGNMENT**

Neither party to this Agreement shall assign, transfer, convey, sublet, or otherwise dispose of its responsibilities and/or obligations under this Agreement, or its right, title, or interest in this Agreement, to any other person without the previous written consent of the other party.

**SECTION TWELVE      NON-WAIVER OF BREACH**

No waiver of any breach of any condition of the Agreement shall be binding unless in writing and signed by the party waiving said breach. No such waiver shall in any way affect any other term or condition of this Agreement or constitute a cause of excuse for a repetition of such or any other breach.

**SECTION THIRTEEN      ENTIRE AGREEMENT**

This Agreement constitutes the entire Agreement between the parties and supersedes any and all prior proposals, negotiations, and agreements, whether written or oral. Any modification or amendment to this Agreement shall be void unless it in writing and signed by both parties.

**SECTION FOURTEEN      APPLICABLE LAW**

This Agreement is governed by the laws of the State of New York.

**SECTION FIFTEEN      SEVERABILITY**

If any provision of this Agreement is held invalid by a court of law, the remainder of this Agreement shall be valid and enforceable.

**SECTION SIXTEEN      BOARD APPROVAL**

This Agreement is subject to the approval of each Party's governing board.

**IN WITNESS WHEREOF**, the parties hereto have caused this Inter-municipal Cooperative Agreement to be duly approved and executed as of the dates recorded below for each.

**HONEOYE FALLS-LIMA CENTRAL SCHOOL DISTRICT**

By: \_\_\_\_\_  
Superintendent of Schools

Date of Board Approval: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**TOWN OF LIMA**

By: \_\_\_\_\_  
Supervisor

Date of Board Approval: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**VILLAGE OF LIMA**

By: \_\_\_\_\_  
Mayor

Date of Board Approval: \_\_\_\_\_

Date Signed: \_\_\_\_\_

**TOWN OF MENDON**

By: \_\_\_\_\_  
Supervisor

Date of Board Approval: \_\_\_\_\_

Dated Signed: \_\_\_\_\_

**VILLAGE OF HONEOYE FALLS**

By: \_\_\_\_\_  
Mayor

Date of Board Approval: \_\_\_\_\_

Date Signed:

## Appendix A

<b>Camper Fee Schedule Before June 1<sup>st</sup> 2023</b>	Municipality Fees	Parent Fees	Total Fees
For participating communities if registration is paid on or before June 1 <sup>st</sup>	\$240.00	\$660.00	\$900.00
For campers from participating communities <b>except the Town of Mendon</b> if registration is completed on or before June 1 <sup>st</sup> and the family qualifies for the Federal Free Lunch Program	\$675.00	\$225.00	\$900.00
For campers from participating communities <b>except the Town of Mendon</b> if registration is completed on or before June 1 <sup>st</sup> and the family qualifies for the Federal Reduced Lunch Program	\$450.00	\$450.00	\$900.00

<b>Camper Fee Schedule After June 1<sup>st</sup> 2023</b>	Municipality Fees	Parent Fees	Total Fees
For participating communities if registration is paid after June 1 <sup>st</sup>	\$240.00	\$700.00	\$940.00
For campers from participating communities <b>except the Town of Mendon</b> if registration is completed after June 1 <sup>st</sup> and the family qualifies for the Federal Free Lunch Program	\$705.00	\$235.00	\$940.00
For campers from participating communities <b>except the Town of Mendon</b> if registration is completed after June 1 <sup>st</sup> and the family qualifies for the Federal Reduced Lunch Program	\$470.00	\$470.00	\$940.00

<b>Camper Fee for Non-Community Members</b>	Municipality Fees	Parent Fees	Total Fees
For Campers from non-participating communities who register on or before June 1 <sup>st</sup>	\$0.00	\$900.00	\$900.00
For Campers from non-participating communities who register after June 1 <sup>st</sup>	\$0.00	\$940.00	\$940.00

## **Appendix B**

### **Special Terms for Individual Municipalities**

#### **Village of Lima**

The Village of Lima's maximum municipal contribution shall be \$6,000 for the 2023 Summer Recreation Program. Participants who enroll after the Village's contribution has reached its limit will be enrolled, but the parents/families will pay the full tuition cost.



September 26, 2022

Corey Gates  
Code Enforcement Officer  
Town of Mendon  
156 West Main Street  
Victor, New York 14472

RE: Engineer's Estimate – Mendon Green  
LaBella Project No. 2171008.01

Dear Mr. Gates:

We have reviewed the enclosed Engineer's Estimate, last revised September 22, 2022 and prepared by Marathon Engineering for Riedman Homes. Based on the Engineer's Estimate, we recommend that a letter of credit be established as follows:

Construction Cost	\$1,360,319.75
Contingencies	\$136,032.00
Owners Guarantee	\$68,016.00
Construction Inspection	\$136,032.00
Total Letter of Credit	<u>\$1,700,399.75</u>

Please feel free to contact me with any questions.

Respectfully submitted,

LaBella Associates

Jason R. Ebbs, PE  
Municipal Group Letter

Enc.

CC: John Moffitt, Supervisor, Town of Mendon  
Lauren Smith, Town of Mendon  
Don Young, Attorney  
Richard Tiede, Marathon Engineering (RTiede@marathoneng.com)

\\Projects1\projectsAM\Mendon, Town of\2171008.01 - Mendon Green Subdivision\Construction\11 Const Correspondence\2022 09-26.cg.LOC Estimate.L.docx



39 Cascade Drive / Rochester, NY 14614 / Phone (585) 458-7770

**Engineers Estimate for Letter of Credit**

Date: September 19, 2022

Project: Mendon Green Subdivision

Prepared For: Riedman Homes

Prepared By: Marathon Engineering

**Summary of Costs**

This Engineers Estimate for Letter of Credit represents the probable construction costs in 2022 dollars to complete the site improvements as shown on the site plans entitled "Final Plans for Mendon Green Subdivision" revised: 9/2/22 prepared by Marathon Engineering.

Section #	Description	Engr Est of Cost
1	DEMOLITION	n/a
2	EARTHWORK	\$ 252,900.00
3	EROSION CONTROL	\$ 83,686.75
4	SANITARY SYSTEM	n/a
5	OFFSITE SANITARY SYSTEM	n/a
6	STORM SYSTEM	\$ 445,735.50
7	WATER SYSTEM	\$ 211,505.00
8	NYSDOT UTILITY WORK	n/a
9	ROADWAY SYSTEM	\$ 313,937.50
10	NYSDOT COMMERCIAL ENTRANCE	n/a
11	LANDSCAPING & MISCELLANEOUS	\$ 52,555.00
		Construction Cost: \$ 1,360,319.75
		10% Contingency: \$ 136,032.00
		5% Owner Guarantee: \$ 68,016.00
		10% Municipal Observation: \$ 136,032.00
		Overall Total: \$ 1,700,399.75



**Section 1: DEMOLITION**

Item No	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
1.1	REMOVE EXISTING PAVEMENT	21,361	SF	n/a	n/a
1.2	REMOVAL OF ANY FOUNDATIONS FROM PREVIOUSLY DEMOLISHED BUILDING, POOL, SEPTIC TANK AND LEACH FIELD (ALLOWANCE)	1	LS	n/a	n/a
1.3	REMOVAL AND DISPOSAL OF EXISTING GARAGE	1	LS	n/a	n/a
1.4	REMOVE EXISTING UTILITIES (ALLOWANCE)	1	LS	n/a	n/a
1.5	CLEARING AND GRUBBING OF ENTIRE SITE	1	LS	n/a	n/a
1.6	ABANDON WATER WELL AS PER MCDPH REQUIREMENTS (ALLOWANCE)	1	LS	n/a	n/a
<b>TOTAL DEMOLITION:</b>					<b>n/a</b>

\*NOT REQUIRED IN LETTER OF CREDIT BY TOWN DESIGN CRITERIA

**Section 2: EARTHWORK**

Item No.	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
2.1	TOPSOIL STRIPPING AND STOCKPILE (ONLY AS REQUIRED FOR RESTORATION)	10,000	CY	5.00	50,000.00
2.2	SITE MASS EARTHWORK (INCLUDES SWMF)	45,400	CY	3.50	158,900.00
2.3	TOPSOIL PLACEMENT IN R.O.W. & OPEN SPACE AREAS	6,000	CY	4.00	24,000.00
2.4	TOPSOIL PLACEMENT - LOT RESTORATION	4,000	CY	5.00	20,000.00
<b>EARTHWORK TOTAL: \$</b>					<b>252,900.00</b>





**Section 3: EROSION CONTROL**

Item No.	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
3.1	SILT FENCE INCLUDES INSTALLATION, MAINTENANCE, AND REMOVAL	3,007	LF	4.00	12,028.00
3.2	TEMPORARY SEDIMENTATION TRAP/BASIN	3	EA	250.00	750.00
3.3	TEMPORARY DIVERSION SWALE	1,295	LF	3.25	4,208.75
3.4	PAVEMENT INLET PROTECTION	14	EA	200.00	2,800.00
3.5	CHECK DAMS	4	EA	300.00	1,200.00
3.6	PLUNGE POOL	1	EA	200.00	200.00
3.6.1	OUTLET CONTROL PROTECTION CHECK DAM	1	EA	1,500.00	1,500.00
3.7	CONCRETE WASHOUT AREA	1	EA	2,000.00	2,000.00
3.8	CONSTRUCTION ENTRANCE	1	EA	2,500.00	2,500.00
3.9	TEMPORARY RESTORATION OF HOUSE PADS DRIVEWAYS AND STOCKPILES	6	AC	4,000.00	24,000.00
3.10	PERMANENT RESTORATION	13	AC	2,500.00	32,500.00
<b>TOTAL EROSION CONTROL:</b>					<b>83,686.75</b>

**Section 4: SANITARY SYSTEM**

Item No.	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
4.1	8" PVC MAIN, SDR-35, INCLUDES BEDDING, BACKFILL, TESTING, COMPLETE	1,599	LF	n/a	n/a
4.2	4'-0" DIA. MANHOLE, COMPLETE	8	EA	n/a	n/a
4.3	5'-0" DIA. MANHOLE, COMPLETE	1	EA	n/a	n/a
4.4	4" PVC SANITARY LATERAL WITH CLEANOUTS, COMPLETE	1,675	LF	n/a	n/a
<b>TOTAL SANITARY:</b>					<b>n/a</b>

\*SANITARY WORK COVERED UNDER PAYMENT SECURITY REQUIRED WITH TOWN OF PITTSFORD



**Section 5: OFFSITE SANITARY SYSTEM**

Item No.	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
<b>CRESTWOOD CIRCLE CONNECTION</b>					
5.1	8" PVC MAIN, SRD-35, INCLUDES BEDDING, BACKFILL, TESTING, COMPLETE	229	LF	n/a	n/a
5.2	4'-0" DIA. MANHOLE, COMPLETE	2	EA	n/a	n/a
5.3	CONNECT TO EXISTING STUB	1	EA	n/a	n/a
5.4	SAWCUT ROADWAY	65	LF	n/a	n/a
5.5	MILL TOP COURSE	133	SY	n/a	n/a
5.6	CONCRETE GUTTER REMOVAL/REPLACEMENT	22	LF	n/a	n/a
5.7	(1) 8" LIFT CRUSHER RUN STONE BASE Primary Size 3" to 4" ITEM NO. 703-0201 (8' X 22')	4.50	CY	n/a	n/a
5.8	(1) 4" LIFT TYPE 2 CRUSHER RUN STONE ITEM No. 304.11 (8' X 22')	2.25	CY	n/a	n/a
5.9	3" TYPE 3 BINDER (NYS DOT ITEM NO. 403.138902) (8'x22')	3.50	TN	n/a	n/a
5.1	BITUMINOUS TACK COAT at 0.05 Gal /SY (1,200 SF)	7	GAL	n/a	n/a
5.11	1.5" TYPE 7F2 TOP (NYS DOT ITEM 403.138902) (1,400 SF)	13	TN	n/a	n/a
5.12	LAWN RESTORATION	1	LS	n/a	n/a
5.13	MAINTENANCE AND PROTECTION OF TRAFFIC Includes appropriate signage and Barricades	1	LS	n/a	n/a
5.14	TEMPORARY CONSTRUCTION FENCING (Along Property Easement Lines)	1	LS	n/a	n/a
5.15	SANITARY SEWER RECORD PLANS	1	LS	n/a	n/a
<b>TOTAL OFFSITE SANITARY:</b>					n/a

\*OFFSITE SANITARY WORK COVERED UNDER PAYMENT SECURITY REQUIRED WITH TOWN OF PITTSFORD



**Section 6: STORM SYSTEM**

Item No.	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
6.1	12" PE STORM SEWER, INC. EXCAVATION,BEDDING AND BACKFILL,COMPLETE	1,109	LF	40.00	44,360.00
6.2	15" PE STORM SEWER, INC. EXCAVATION,BEDDING AND BACKFILL,COMPLETE	912	LF	43.50	39,672.00
6.3	18" PE STORM SEWER, INC. EXCAVATION,BEDDING AND BACKFILL,COMPLETE	192	LF	55.50	10,656.00
6.4	24" PE STORM SEWER, INC. EXCAVATION,BEDDING AND BACKFILL,COMPLETE	443	LF	67.50	29,902.50
6.5	4'-0" DIA. MANHOLE,COMPLETE	9	EA	7,000.00	63,000.00
6.6	6'-0" DIA. MANHOLE,COMPLETE	1	EA	12,000.00	12,000.00
6.7	6" PVC STORM LATERAL WITH CLEANOUTS, COMPLETE	1,530	LF	35.00	53,550.00
6.8	15" METAL END SECTION (SEE 8.7)	N/A	N/A	N/A	0.00
6.9	18" METAL END SECTION	1	EA	425.00	425.00
6.10	24" METAL END SECTION	1	EA	525.00	525.00
6.11	BIO RETENTION (COMPLETE, INCL. UNDERDRAIN & OUTLET)	11,235	SF	12.00	134,820.00
6.12	OUTLET CONTROL STRUCTURE	1	EA	5,000.00	5,000.00
6.13	MEDIUM STONE (1' THICKNESS)	147	CY	75.00	11,025.00
6.14	24" X 24" DROP INLET,COMPLETE	17	EA	2,400.00	40,800.00
<b>TOTAL STORM:</b>					<b>445,735.50</b>

**Section 7: WATER SYSTEM**

Item No.	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
7.1	CONNECT INTO EXISTING MAIN	1	LS	1,500.00	1,500.00
7.2	8" DIP WATERMAIN INCLUDING, BEDDING, BACKFILL, TESTING, COMPLETE	1,618	LF	60.00	97,080.00
7.3	HYDRANT AND GUARD VALVE ASSEMBLY, COMPLETE	4	EA	8,500.00	34,000.00
7.4	1"TYPE K WATER SERVICE,COMPLETE	1,041	LF	75.00	78,075.00
7.5	DISINFECTION/BLOWOFF/SAMPLING TAP	1	EA	850.00	850.00
<b>TOTAL WATER:</b>					<b>211,505.00</b>



\*WATERMAIN WORK WITHIN STATE ROW COVERED UNDER PERFORMANCE AND PAYMENT SECURITY REQUIRED WITH DOT PERM



**Section 8: NYSDOT UTILITY WORK**

Item No.	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
8.1	CONNECT INTO EXISTING MAIN	1	LS	n/a	n/a
8.2	12 LF± OF 18" STEEL CASING UNDER CULVERT, COMPLETE	1	LS	n/a	n/a
8.3	8" DIP WATERMAIN INCLUDING, BEDDING, BACKFILL, TESTING, COMPLETE	973	LF	n/a	n/a
8.4	8" GATE VALVE AND BOX	3	EA	n/a	n/a
8.5	DISINFECTION/BLOWOFF/SAMPLING TAP	3	EA	n/a	n/a
8.6	HYDRANT AND GUARD VALVE ASSEMBLY, COMPLETE	2	EA	n/a	n/a
8.7	INSTALL 15" CULVERT PIPE WITH END SECTIONS AND RESTORE DRIVEWAY IN KIND	2	LS	n/a	n/a
8.8	RESTORATION WORK IN ROW	1	LS	n/a	n/a
8.9	MAINTENANCE PROTECTION OF TRAFFIC	1	LS	n/a	n/a
<b>TOTAL NYSDOT UTILITY WORK:</b>					<b>n/a</b>

\*WATERMAIN WORK WITHIN STATE ROW COVERED UNDER PERFORMANCE AND PAYMENT SECURITY REQUIRED WITH DOT PERM

**Section 9: ROADWAY SYSTEM**

Item No.	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
9.1	ROAD BOXOUT INCLUDING EXCAVATION, SHAPING, ROLLING, AND PROOF ROLLING (41,700 SF)	2,834	CY	4.00	11,336.00
9.2	GEOTEXTILE FABRIC	4,630	SY	1.25	5,787.50
9.3	(2) 6" LIFT TYPE 1 CRUSHER RUN STONE (NYSDOT ITEM NO. 304.11)	1,544	CY	40.00	61,760.00
9.4	3" LIFT TYPE 2 CRUSHER RUN STONE (NYSDOT ITEM NO. 304.12)	370	CY	40.00	14,800.00
9.5	3" TYPE 3 BINDER (NYSDOT ITEM NO. 403.138902)	4,631	SY	19.00	87,989.00
9.6	1.5" TYPE 7F2 TOP (NYSDOT ITEM NO. 403.198202)	4,631	SY	11.00	50,941.00
9.7	4" WEEP PIPE, COMPLETE	3,012	LF	10.00	30,120.00
9.8	30' WIDE CONCRETE GUTTER, COMPLETE	3,012	LF	17.00	51,204.00
<b>TOTAL ROADWAY SYSTEM:</b>					<b>313,937.50</b>



**Section 10: NYSDOT COMMERCIAL ENTRANCE**

Item No.	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
10.1	FULL DEPTH SAWCUT	68	LF	n/a	n/a
10.2	ROADBOXOUT INCLUDING EXCAVATION, SHAPING, ROLLING, AND PROOF ROLLING (952 SF)	36	CY	n/a	n/a
10.3	GEOTEXTILE FABRIC	105	SY	n/a	n/a
10.4	(2) 6" LIFT TYPE 1 CRUSHER RUN STONE (NYSDOT ITEM NO. 304.11)	35	CY	n/a	n/a
10.5	3" LIFT TYPE 2 CRUSHER RUN STONE (NYSDOT ITEM NO. 304.12)	9	CY	n/a	n/a
10.6	3" TYPE 3 BINDER (NYSDOT ITEM NO. 403.138902)	105	SY	n/a	n/a
10.7	1.5" TYPE 7F2 TOP (NYSDOT ITEM NO. 403.198202)	105	SY	n/a	n/a
10.8	15" PE STORM SEWER, INC. EXCAVATION, BEDDING AND BACKFILL, COMPLETE	46	LF	n/a	n/a
10.9	15" CORRUGATED ALUMINUM END SECTION	2	EA	n/a	n/a
10.10	6'x4'x1.5' MEDIUM STONE FILL	2	CY	n/a	n/a
10.11	STONE CHECK DAMS	2	EA	n/a	n/a
10.12	GRADING AND RESTORATION WORK IN ROW	1	LS	n/a	n/a
10.13	MAINTENANCE AND PROTECTION OF TRAFFIC	1	EA	n/a	n/a
<b>TOTAL NYSDOT COMM. ENT.:</b>					<b>n/a</b>

\*ROADWAY WORK WITHIN STATE ROW COVERED UNDER PERFORMANCE AND PAYMENT SECURITY REQUIRED WITH DOT PERMIT



**Section 11: LANDSCAPING & MISCELLANEOUS**

Item No.	Description	Qty	Unit	Unit Cost (\$)	Amount (\$)
11.1	AUTUMN FLAME RED MAPLE TREE	15	EA	800.00	12,000.00
11.2	HACKBERRY TREE	15	EA	800.00	12,000.00
11.3	RIPARIAN ZONE SEED MIX	0.51	AC	1,500.00	765.00
11.4	AQUATIC BENCH SEED MIX	0.21	AC	1,500.00	315.00
11.5	BIORETENTION SEED MIX	0.25	AC	1,500.00	375.00
11.6	SWMF ACCESS ROAD	1,600	LF	11.00	17,600.00
11.7	ROW MONUMENTS	9	EA	500.00	4,500.00
11.8	SURVEY STAKEOUT	1	EA	n/a	n/a
11.9	RECORD PLANS	1	LS	5,000.00	5,000.00
<b>TOTAL LANDSCAPING:</b>					<b>52,555.00</b>

Date: October 13, 2022

To: John Moffitt, Mendon Supervisor

From: Andrew Caschetta, Hwy. Superintendent

Subject: Agenda Placement @ October 17, 2022, Town Board Meeting for Discussion and Authorization

I would like to discuss the following items for the Highway Department.

The Highway Department would like to purchase the following:

- Front Spring, bushings and pin for Truck #91 (2015 Kenworth 10-Wheel Dump Truck). Vendor: Allied Spring. The price is \$3,870.34.

In order to follow the 3-quote rule, two other vendors were looked at as well. Thru-Way Spring was priced too high and Weis Truck and Trailer never produced a bid after multiple requests.



Mendon Highway Department Purchasing Information

<\$1,500 Hwy. Sup. Approval \$1,501 - \$1,999...2 Verbal Quotes \$2,000 - \$2,500...3 Written Quotes & Superintendent Approval  
\$2,501 - \$7,999 3 Written Quotes & Town Board Approval > \$8,000..Written Bids \$ town Board Approval

Items to be Purchased: 1. Front Spring, Bushings, Pin  
(Quantity, Description & Specs)  
2. \_\_\_\_\_  
3. \_\_\_\_\_

Location to be Used: #91 Front Budget Code: DA 5730.4

Trade In: YES \_\_\_ NO X

VENDOR #1

Name: Allied Springs Phone: 355-4997 Quote Date: 9-27-2022

Address: Adirondack Street Best Price: 3870.34

DELIVERY AVAILABLE: YES \_\_\_ \$ \_\_\_ NO X Delivery Date: \_\_\_\_\_

BID PRICING AVAILABLE: YES \_\_\_ WHO: \_\_\_\_\_ NO: \_\_\_\_\_

X Recommend \_\_\_ Reject Why: Price

VENDOR #2

Name: Thon-Way Spring Phone: 254-6100 Quote Date: 9-26-2022

Address: MT. Royal Blvd Best Price: 4455.00

DELIVERY AVAILABLE: YES \_\_\_ \$ \_\_\_ NO X Delivery Date: \_\_\_\_\_

BID PRICING AVAILABLE: YES \_\_\_ WHO: \_\_\_\_\_ NO: \_\_\_\_\_

\_\_\_ Recommend X Reject Why: Price High

VENDOR #3

Name: Wes Truck & Trailer Phone: 309-4420 Quote Date: \_\_\_\_\_

Address: Lexington Ave Best Price: \_\_\_\_\_

DELIVERY AVAILABLE: YES \_\_\_ \$ \_\_\_ NO X Delivery Date: \_\_\_\_\_

BID PRICING AVAILABLE: YES \_\_\_ WHO: \_\_\_\_\_ NO: \_\_\_\_\_

\_\_\_ Recommend X Reject Why: Multiple request for bid never produced bid

I certify that to the best of my knowledge a good faith effort has been made to follow Purchasing procedures of the Town of Mendon, and that the above information is true and accurate.

Employee: \_\_\_\_\_ Date: \_\_\_\_\_

\*\* Use back of form for additional comments or information.

Approved: (Highway Superintendent) \_\_\_\_\_ Date: \_\_\_\_\_



Syracuse | Rochester | Elmira  
www.allied-spring.com

428 Adirondack Street  
Rochester, NY 14606

Phone: 585-355-4951  
Fax: 585-413-1261

**\*\*\* Customer Review \*\*\***

Date / Time: 9/27/2022 10:14:43AM  
Repair Order: 1165  
Customer: 6246068  
Branch: ROC  
Invoice Total: \$ 3,870.34

\*\*\*Charge\*\*\*  
Page 1 of 2

**Bill To:** Town of Mendon  
16 West Main St  
Honeoye Falls, NY 14472  
Shop: 585-624-6068 Fax: 585-624-8091

**Ship To:** Town of Mendon  
101 Semmel Road  
Honeoye Falls, NY 14472

Customer P/O: dylanh

Completion Date:

**Task: 1 Suspension Replace Suspension Components**

**Department: Service**

**Complaint:** REBUSH BOTH STEER AXLE SPRING HANGERS  
REPLACE BOTH FRONT SPRING PACKS AND ADD ONE LEAF TO RIGHT HAND SIDE FOR WING PLOW

Supp. Part	Description / Ref Number	U/M	Quantity	Price	Extended Price
DAYRB-324	Rubber Bushing	Part	EACH 2.00	52.04	104.08
MISC HARDWARE	HARDWARE	Part	EACH 1.00	300.00	300.00
AUTM831	SPACER BLOCK	Part	EACH 2.00	97.78	195.56
SPR59-580	Taper Spring	Part	EACH 2.00	1,109.33	2,218.66
SPRTXL-.5910	Tapered X Leaf	Part	EACH 1.00	216.16	216.16

**Task Subtotals**

Parts:	\$3,034.46
Core Chg:	\$0.00
Core Ret.	\$0.00
EHC:	\$0.00
Labor:	\$600.00
Miscellaneous:	\$0.00
<b>Task 1 Subtotals:</b>	<b>\$3,634.46</b>

**Task: 2 L/T Front Large Truck Front End Alignment**

**Department: Service**

**Complaint:** COMPLETE FRONT END ALIGNMENT

Supp. Part	Description / Ref Number	U/M	Quantity	Price	Extended Price
ShopSupply	Shop Supplies	Misc	1.00	4.63	4.63
MISC HARDWARE	HARDWARE	Part	EACH 1.00	100.00	100.00

**Task Subtotals**

Parts:	\$100.00
Core Chg:	\$0.00
Core Ret.	\$0.00
EHC:	\$0.00
Labor:	\$131.25
Miscellaneous:	\$4.63
<b>Task 2 Subtotals:</b>	<b>\$235.88</b>



Syracuse | Rochester | Elmira  
www.allied-spring.com

128 Adirondack Street  
Rochester, NY 14606

Phone: 585-355-4951  
Fax: 585-413-1261

\*\*\* Customer Review \*\*\*

Date / Time: 9/27/2022 10:14:43AM  
Repair Order: 1165  
Customer: 6246068  
Branch: ROC  
Invoice Total: \$ 3,870.34

\*\*\*Charge\*\*\*  
Page 2 of 2

**Bill To:** Town of Mendon  
16 West Main St  
Honeoye Falls, NY 14472  
Shop: 585-624-6068 Fax: 585-624-8091

**Ship To:** Town of Mendon  
101 Semmel Road  
Honeoye Falls, NY 14472

Customer P/O: dylanh

Completion Date:

Customer Tax ID:

**Totals**

Total Parts:	\$3,134.46
Total Core Chg:	\$0.00
Total Core Ret:	\$0.00
Total EHC:	\$0.00
Total Labor:	\$731.25
Total Miscellaneous:	\$4.63
Invoice Subtotal:	\$3,870.34
Total Tax:	\$0.00
Invoiced Total:	\$3,870.34

Payment Method

Charge

I understand that the above quote is valid for 30 days from the date listed. Any modifications to this quote will require the issuance of a new written quote and a new customer signature.

Signature: \_\_\_\_\_

Q1 Front End

**Thru-Way Spring**



1609 Mt. Read Blvd.  
Rochester, NY 14606  
585-254-6100 (ph)  
585-254-4022 (fax)

TO: Town of Mendon

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PART NUMBER	DESCRIPTION	QTY
	Replace both front springs add build up leaf to right front spring and replace both blocks with a front end alignment	1

**Quotation**  
**9/26/2022**

**YEAR:** \_\_\_\_\_ 2015  
**MAKE:** \_\_\_\_\_ Kenworth  
**MODEL:** \_\_\_\_\_ T800  
**C/A:** \_\_\_\_\_

UNIT PRICE	AMOUNT
	\$4,455.00

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**Special Instructions:** Springs have to be ordered **Shi**

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**Fed**

**Quote Sent By:** Mike Jones **TOTAL**

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<b>SUBTOTAL</b>	<b>\$4,455.00</b>
Shipping/Handling	
Disposal Fee	
<b>TAXABLE SUB</b>	<b>\$4,455.00</b>
Federal Excise Tax	
State Sales Tax	
<b>TOTAL QUOTATION</b>	<b>\$4,455.00</b>