**The regular meeting of the Mendon Town Board was held at 7:00 PM, Monday, May 9, 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:** Richard Milne, *County Legislator,* Andrew Caschetta, *Highway Superintendent*, Danny Bassette, *Zoning Board Chair,* Emily Palumbus, *ESP Consulting, LLC.*

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

# AGENDA

## (Resolution 22-138)

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, 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 was no public comment.

**COMMUNICATIONS**

**Highway Superintendent**

Mr. Caschetta reported on the Town wide brush pick-up and he will be attending Highway School in Cornell next month.

**Town Clerk**

Mrs. Booth reported about 97% of the Town and County taxes have been received. She will be out of Town for a couple weeks so James Merzke has been appointed as an uncompensated, deputy Clerk until June 1, 2022. This is just in case he is needed. Mrs. Booth has started getting information to implement credit cards in the Town Clerk’s office, she anticipates mid-summer this should be up and running. Fishing and marriage licenses have had an uptick this month.

**Town Board**

Mr. Rosiek reported an upcoming Zoning Board meeting that Mr. Dubois will attend in his place. He anticipates attending the upcoming Spray Park bid opening, the Mendon Hamlet beautification event, the community yard sale, and a tree planting event being held by the Scouts at Mendon Ponds. Mr. Rosiek received communications from the building department. Corey Gates, Building Inspector, will be requesting a schedule from them because trees have not been planted and the solar panels are not live. Mr. Rosiek spoke about the annual storm water report and some discussions on the Comprehensive Plan with Mrs. Carroll.

Mrs. Jenkins attended an HPC meeting. They welcomed a new member. Mrs. Jenkins was asked to get a status on the updated maps that include their recommended changes.

Mrs. Carroll gave an update on the library. They are working on the annual budget and anticipate finalizing it soon. The library would like to open on nine Saturdays this year; this is a result of feedback from the survey that was sent out to the local residents. Mrs. Carroll stated that the Library Board complemented the Town and the Supervisor for their open communication and helpfulness. They appreciate it.

Mr. Dubois will attend the Zoning Board meeting on Thursday evening. He reported some Environmental Conservation Board members attended the environmental festival in the Village last weekend.

**Supervisor**

Supervisor Moffitt reported that he met with Emily Palumbus, *ESP Consulting, LLC,* regarding grants and the McCarthy family about Mendon Green. Supervisor Moffitt attended an ARPA webinar and finalized the annual reports. He then spoke about a defensive driving course held for the Town employees, a cut in Sales tax for gasoline purchases starting on June 1, 2022, the Town equalization rates, and a letter from the Reidman Corporation in regards to the drainage district. The Supervisor will be out of Town May 19-25; James Merzke, Deputy Supervisor will be covering. He stated the finance director was audited by Mr. Dubois and Mrs. Jenkins; everything was found satisfactory. Finally, Mr. Moffitt stated FISH (Friends in Service Here) contacted him. They are having funding problems since the pandemic; Mr. Moffitt is working with the surrounding Towns and Villages in an effort to jointly fund them through the year.

**SUPERVISOR’S MONTHLY REPORT**

***(Resolution 22-139)***

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

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

**TOWN CLERK’S MONTHLY REPORT**

***(Resolution 22-140)***

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to acknowledge receipt of the Town Clerk’s Monthly Report for April 2022, showing receipts and disbursements in the amount of $3, 498.12.

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

**MINUTES**

***(Resolution 22-141)***

A motion was made by Mrs. Jenkins, seconded by Mr. Dubois, to approve the minutes of the April 11, 2022 regular Town Board meeting, as presented.

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

**VOUCHERS**

**General Abstract**

***(Resolution 22-142)***

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to approve all claims on vouchers numbered 22-291 to 22-360, on General Abstract 22-05, in the amount of $70,536.34.

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

**Library Abstract**

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

**BUDGET TRANSFERS/ADJUSTMENTS**

***(Resolution 22-143)***

A motion was made by Mrs. Jenkins, seconded by Mr. Rosiek, to approve the following budget

adjustments:

From: A 1410.410 Town Clerk Travel/Dues/Conference $50.00

To: A 1410.450 Service Contracts $50.00

From: DB 5110.2 General Repairs Equipment $5,000.00

To: DB 5110.4 General Repairs- Contractual $5,000.00

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

**COUNTY LEGISLATOR – RICHARD MILNE**

Legislator Milne updated the Town Board on his current projects. He stated he enjoys the new position; he has joined several committees, some of which he is Chairman or Vice-Chairman. Currently, he is working on grants for many aspects of the community. Mr. Milne said the gas tax relief will last for 6 months; at which time the County will reevaluate the need again. Mr. Milne also stated the Village of Honeoye Falls will join, in the combined effort, to fund FISH. He thanked the Board for their time, took any questions, and encouraged them to reach out for anything he can help with. Mr. Moffitt thanked him, he stated that in all the years he has been Town Supervisor, a County Legislator has never attended a Board meeting and he really appreciated it.

**ESP CONSULTING, LLC PRESENTATION**

Emily Palumbus, from ESP Consulting, LLC gave an update on the grant process she is working on.

**SPECIAL TOWN MEETING**

***(Resolution 22-144)***

A motion was made by Mr. Dubois, seconded by Mr. Rosiek, to schedule a Special Town

Board Meeting on Tuesday, May 31, 2022 at 7:00 pm, at the Mendon Community Center 167 North Main St. Honeoye Falls, NY 14472 to review bids for the Spray Park and any other business before the board.

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

**NYGFOA- ATTENDANCE MENDON FINANCE DIRECTOR**

***(Resolution 22-145)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, for the Finance Director, Kelli

Parmelee, to attend the NYGFOA conference in Batavia, NY on July 21, 2022. Conference cost

$80.00 plus mileage. To be paid from account A1310.410.

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

**PURCHASE OF THREE REPLACEMENT COMPUTERS**

***(Resolution 22-146)***

A motion was made by Mrs. Jenkins, seconded by Mrs. Carroll, for the purchase of two

computers to replace Highway Clerk, Deputy Town Clerk according to our replacement schedule.

from account A1610.2 not to exceed $1,800.32.

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

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

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

**A2705- RENAME THE REVENUE LINE**

***(Resolution 22-147)***

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to rename the revenue line

A2705 from “other revenue” to “Military Memorial” for contributions.

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

**USE OF SOFTBALL FIELD**

***(Resolution 22-148)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to allow Mendon Storm to use

the softball field at Semmel Road on May 11, 2022.

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

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

***(Resolution 22-149)***

A motion was made by Mrs. Jenkins, seconded by Mrs. Carroll, to allow the Finance Director,

Kelli Parmelee, to attend the Civil Service Conference on May 10, 2022 in Rochester, NY.

There is no fee for the conference, other than mileage which will be charged to account

A1310.410.

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

**PUBLIC COMMENT**

There were no comments.

**ADJOURNMENT**

***(Resolution 22-150)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to adjourn the meeting at 8:12pm.

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