

TOWN OF MENDON
Town Board Agenda – Tentative
Monday, February 13, 2023 – 7:00PM
16 West 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
10. Abstract of Audited Vouchers
11. Code Enforcement Officer/Building Inspector Training
12. Clerk, Planning and Zoning Training
13. Computer Purchasing
14. Establishing a Reserve Fund for the A Fund
15. Establishing a Reserve Fund for the B Fund
16. Purchase Buildings and Grounds Vehicle
17. Contract with LaBella for Hamlet Sidewalk Design Services
18. Scrap- Mendon Highway Sign
19. Sale of Pickup Truck #3 (2012) to Auction
20. Mendon Green- Credit Release #2
21. Public Comment
22. Adjournment

TENTATIVE LIST OF POSSIBLE RESOLUTIONS TO BE CONSIDERED AT THE:

February 13, 2023, Regular Town Board Meeting

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. AGENDA

(Resolution 23-___)

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 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to acknowledge receipt of the Supervisor's Monthly Report for January 2023.

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 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to acknowledge receipt of the Town Clerk's Monthly Report for January 2023, showing receipts and disbursements in the amount of \$4,578.32

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

This is a tentative list only and provided as a courtesy for reference purposes during the meeting. Items may be added, deleted, and/or altered as the Town Board sees fit. No guarantee is made nor implied that these resolutions will be considered. This document is in no way representative of the minutes of the referenced meeting.

8. MINUTES

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the minutes of the regular Town Board Meeting as presented OR with the following amendments: *(amendments, if any, go here)*. January 23, 2023

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

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the following budget transfers for the 2023 budget:

Fr: A1990.470	Contingent Account	\$24,121.50
To: A1620.200	Equipment B&G	\$24,121.50

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 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve all claims on vouchers numbered 23-082 to 23-139, on General Abstract 23-02, in the amount of \$842,857.87

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 23-007 to 23-020, on Library Abstract 23-02, in the amount of \$10,673.32 were presented to the Town Board for payment.

11. CODE ENFORCEMENT OFFICER/BUILDING INSPECTOR TRAINING

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the request to attend the Finger Lakes Building Officials annual conference, March 13-15, 2023 at the RIT Conference Center. Amount not to exceed \$445.00 from account number B3620.401

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

This is a tentative list only and provided as a courtesy for reference purposes during the meeting. Items may be added, deleted, and/or altered as the Town Board sees fit. No guarantee is made nor implied that these resolutions will be considered. This document is in no way representative of the minutes of the referenced meeting.

12. CLERK PLANNING AND ZONING TRAINING

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the request to attend the New York Planning Federation Annual Conference, April 16-18, 2023 at the Saratoga Hilton. Not to exceed \$1,000.00, including conference fee, lodging, mileage, tolls and meals. From account numbers B8020.43, B8010.420 and B3620.401

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

13. COMPUTER PURCHASING

(Resolution 23-___)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to approve the purchase of (4) desktop computers from Dell model number OptiPlex 3000, software will be purchased separately, from the following amount. Not to exceed \$4,000.00 from account number A1610.2

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

14. ESTABLISHING A RESERVE FUND FOR THE A FUND

(Resolution 23-___)

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the "Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of equipment. The type of equipment to be financed from the Reserve Fund is the acquisition of vehicles or equipment for the Buildings and Grounds Department.

The Chief Fiscal Officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Town Board may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Town of Mendon. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Chief Fiscal Officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from

This is a tentative list only and provided as a courtesy for reference purposes during the meeting. Items may be added, deleted, and/or altered as the Town Board sees fit. No guarantee is made nor implied that these resolutions will be considered. This document is in no way representative of the minutes of the referenced meeting.

this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of Section 6-c.

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to establish a Reserve Fund (TYPE) in the A Fund for acquisition of vehicles or equipment for the Buildings and Grounds Department.

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

15. ESTABLISHING A RESERVE FUND FOR THE B FUND
(Resolution 23-____)

RESOLVED, that pursuant to Section 6-c of the General Municipal Law, as amended, there is hereby established a capital reserve fund to be known as the "Reserve Fund" (hereinafter "Reserve Fund"). The purpose of this Reserve Fund is to accumulate moneys to finance the cost of a type of equipment. The type of equipment to be financed from the Reserve Fund is the acquisition of vehicles or equipment for the Code Enforcement/Building Department.

The Chief Fiscal Officer is hereby directed to deposit and secure the moneys of this Reserve Fund in the manner provided by Section 10 of the General Municipal Law. The Town Board may invest the moneys in the Reserve Fund in the manner provided by Section 11 of the General Municipal Law, and consistent with the investment policy of the Town of Mendon. Any interest earned or capital gains realized on the moneys so deposited or invested shall accrue to and become part of the Reserve Fund. The Chief Fiscal Officer shall account for the Reserve Fund in a manner which maintains the separate identity of the Reserve Fund and shows the date and amount of each sum paid into the fund, interest earned by the fund, capital gains or losses resulting from the sale of investments of the fund, the amount and date of each withdrawal from the fund and the total assets of the fund, showing cash balance and a schedule of investments, and shall, at the end of each fiscal year, render to the Board a detailed report of the operation and condition of the Reserve Fund.

Except as otherwise provided by law, expenditures from this Reserve Fund shall be made only for the purpose for which the Reserve Fund is established. No expenditure shall be made from this Reserve Fund without the approval of this governing board and such additional actions or proceedings as may be required by Section 6-c of the General Municipal Law or any other law, including a permissive referendum if required by subdivision 4 of Section 6-c.

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to establish a Reserve Fund (TYPE) in the B Fund for acquisition of vehicles or equipment for the Code Enforcement/Building Department.

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

This is a tentative list only and provided as a courtesy for reference purposes during the meeting. Items may be added, deleted, and/or altered as the Town Board sees fit. No guarantee is made nor implied that these resolutions will be considered. This document is in no way representative of the minutes of the referenced meeting.

16. PURCHASE OF BUILDING AND GROUNDS VEHICLE

(Resolution 23-__)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to purchase a 2022 Ford F-250 for the Building and Grounds Department, not to exceed \$34,121.50 from account A1620.200

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

17. CONTRACT WITH LABELLA FOR HAMLET SIDEWALK DESIGN SERVICES

(Resolution 23-__)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to enter into an agreement with LaBella, Town Engineer, for Design Services for new sidewalks within the Hamlet of Mendon. From account number B8021.4, not to exceed \$35,000.00

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

18. DISPOSAL- MENDON HIGHWAY SIGN

(Resolution 23-__)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, for disposal of the Mendon Highway Sign from Semmel Road facility.

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

19. SALE OF PICKUP TRUCK #3 (2012) TO AUCTION

(Resolution 23-__)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to declare the 2012 Ford F-250, truck #3, for Auction. Revenue received from sale to DA Fund, the same fund from which it was purchased.

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

20. MENDON GREEN- CREDIT RELEASE #2

(Resolution 23-__)

A motion was made by Mr/s. _____, seconded by Mr/s. _____, to release \$299,231.65 from the Letter of Credit, as proposed by Marathon Engineering and substantiated by Mike Simon of LaBella Engineers.

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

This is a tentative list only and provided as a courtesy for reference purposes during the meeting. Items may be added, deleted, and/or altered as the Town Board sees fit. No guarantee is made nor implied that these resolutions will be considered. This document is in no way representative of the minutes of the referenced meeting.

21. PUBLIC COMMENT

22. ADJOURNMENT

(Resolution 23-__)

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.

Town of Mendon
Supervisor's Report
January 2023

Fund	Revenues			Expenditures			Appropriated Fund Balance			Year to Date	Year to Date		
	Budget	Budget as Amended	Year to Date	Balance	% Received	Budget	Budget as Amended	Year to Date	Balance			% Expended	Budget
A-General Townwide	\$1,494,723	\$1,494,723	\$601,419	\$893,304	40%	\$1,673,747	\$1,679,118	\$183,858	\$1,495,260	11%	\$179,024	\$184,395	\$417,561
B-General Parttown	\$482,744	\$482,744	\$12,158	\$470,586	3%	\$702,474	\$703,239	\$45,946	\$657,293	7%	\$219,730	\$220,495	-\$33,787
DA-Highway Townwide	\$553,326	\$553,326	\$88,325	\$465,001	16%	\$1,010,850	\$1,024,866	\$78,831	\$946,035	8%	\$7,524	\$467,865	\$9,493
DB-Highway Parttown	\$1,490,097	\$1,490,097	\$480,718	\$1,009,379	32%	\$1,710,097	\$1,716,190	\$202,285	\$1,513,905	12%	\$220,000	\$226,093	\$278,433
L-Library Townwide	\$383,800	\$383,800	\$276,613	\$107,187	72%	\$383,800	\$384,150	\$40,367	\$343,783	11%	\$0	\$350	\$236,245
SD-Special Districts	\$245,720	\$245,720	\$245,720	\$0	100%	\$237,304	\$237,304	\$172,364	\$64,940	73%	\$3,000	\$3,000	\$73,356
	\$4,650,410	\$4,650,410	\$1,704,953	\$2,945,457	37%	\$5,718,272	\$5,744,867	\$723,651	\$5,021,216	13%	\$629,278	\$1,102,199	\$981,302
Calculation of Surplus Funds													
	A-General Townwide	B-General Parttown	DA-Highway Townwide	DB-Highway Parttown	L-Library Townwide	SD-Special Districts							
Assigned Fund Balance 1/1/23	\$179,024	\$219,730	\$457,524	\$220,000	\$0	\$3,000							
Committed 12/31/22	\$5,371	\$765	\$10,341	\$6,093	\$350	\$0							
Restricted 12/31/22	\$467,543	\$958,732	\$11,173	\$1,425,103	\$0	\$0							
Actual Fund Balance 12/31/22	\$1,234,837	\$1,487,016	\$640,856	\$1,866,439	\$36,737	\$33,235							
Unassigned Fund Balance 12/31/22	\$582,899	\$307,790	\$161,817	\$215,242	\$36,387	\$30,235							
0/1-01/31/23 Change in Fund Balance	\$417,561	-\$33,787	\$9,493	\$278,433	\$236,245	\$73,356							

TOWN CLERK'S MONTHLY REPORT

TOWN OF MENDON, NEW YORK

JANUARY, 2023

TO THE SUPERVISOR:

PAGE 1

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

A1255	5	DECALS	8.33	
	4	MARRIAGE TRANSCRIPT	40.00	
		TOTAL TOWN CLERK FEES		48.33
<hr/>				
A2408				
	2	COMMUNITY CENTER USAGE	135.00	
		TOTAL A2408		135.00
<hr/>				
A2544				
	25	DOG LICENSES	132.00	
		TOTAL A2544		132.00
<hr/>				
B2110				
	2	ZBA AREA VARIANCE	500.00	
	2	ZBA PUBLIC HEARING	200.00	
		TOTAL B2110		700.00
<hr/>				
B2115				
	2	P B APP SITE PLAN	700.00	
		TOTAL B2115		700.00
<hr/>				
B2555				
	9	BUILDING PERMIT	740.00	
		TOTAL B2555		740.00
<hr/>				
B2590				
	1	RIGHT OF WAY WORK	100.00	
	1	EPOD DEVELOPMENT PERMIT	50.00	
	2	BURN PERMIT	50.00	
		TOTAL B2590		200.00
<hr/>				
B2770				
	1	ENGINEERING FEE	700.00	
	1	ENG REV ADV SITE PLN	700.00	
		TOTAL B2770		1,400.00
<hr/>				
B2771				
	2	1872 MAPS	4.00	
	2	AROUND MENDON & HF	40.00	
		TOTAL B2771		44.00
<hr/>				
DA2306				
	1	MFD FUEL USAGE	478.99	
		TOTAL DA2306		478.99

TOWN CLERK'S MONTHLY REPORT

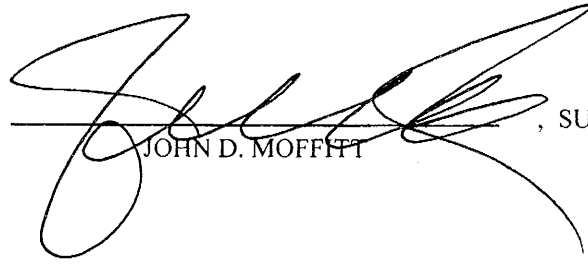
JANUARY, 2023

page 2

DISBURSEMENTS

PAID TO SUPERVISOR FOR GENERAL FUND	315.33
PAID TO SUPERVISOR FOR PART TOWN FUND	3,784.00
PAID TO SUPERVISOR FOR FUEL	478.99
PAID TO NYS DEC FOR DECALS	433.67
PAID TO NYS ANIMAL POPULATION CONTROL FUND	27.00
TOTAL DISBURSEMENTS	5,038.99

FEBRUARY 2, 2023


 _____, SUPERVISOR
 JOHN D. MOFFITT

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

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

Subscribed and sworn to before me this



 Town Clerk

2nd day of February 2023



 Notary Public

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



**Department of
Environmental
Conservation**

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

Phone 1-800-962-5622

Invoice 2068-109200

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

Invoice Period: 01/01/2023 to 01/31/2023

Invoice Summary

Sales Summary	Items Sold	Sales Total	Vendor Commission	Sweep Amount
	8	\$442.00	\$8.33	\$433.67
Reversals / Voids Summary	Items Reversed / Voided	Reversal / Void Total	Vendor Commission	Sweep Amount
	0	\$0.00	\$0.00	\$0.00
Manual Adjustment Summary		Adjustment Note	Adjustment Type	Adjustment Amount
Invoice Totals				Sweep \$433.67

\$433.67 Will be swept from your bank account on **2/14/2023**

TOWN OF MENDON

Detail of Decals Transactions

For the period 01/01/2023 through 01/31/2023

01/01/2023

08:35:26

Date	Gross Sales	Commission	Net Sales
01/09/2023	10.00	1.28	8.72
01/11/2023	25.00	1.38	23.62
01/17/2023	5.00	0.28	4.72
01/24/2023	380.00	4.18	375.82
01/27/2023	22.00	1.21	20.79
Grand Total:	442.00	8.33	433.67

Monthly Report of Marriage Licenses Issued

SEE INSTRUCTIONS AT BOTTOM OF PAGE

Report for the month of
JANUARY 2023

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 NONE to _____ 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>0.00</u>	Name of City or Town Clerk (Please Print) <u>Michelle Booth</u>	
	Signature of City or Town Clerk <i>Michelle Booth</i>	Date <u>02/01/2023</u>
	Mailing Address <u>16 WEST MAIN STREET</u>	
	<u>HONEOYE FALLS NY</u>	Zip <u>14472</u>
	E-mail Address	Phone <u>(585) 624-6060</u>

INSTRUCTIONS

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

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

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

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

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

Month Reported: JANUARY, 2023

County: MONROE

Code: 26

TOWN OF MENDON

Code: 09

Prepared by: Michelle Booth, TOWN CLERK

Date Prepared: FEBRUARY 1, 2023

Dog License Monthly Report

Original ID Dog Licenses sold	4
Original Purebred License sold	0
Dog License Renewals sold	21
Purebred License Renewals sold	0
Total sold	25

LICENSE TYPES AND FEES COLLECTED

	Quantity	Local Fees	Surcharge Fees
Spayed and Neutered Dogs	24	\$5.00 ea <u>120.00</u>	\$1.00 ea <u>24.00</u>
Unspayed and Unneutered Dogs	1	\$12.00 ea <u>12.00</u>	\$3.00 ea <u>3.00</u>
Exempt - Seeing Eye, War, Police	0	<u>No Fee</u>	<u>0.00</u>
Purebred License (1-10 dogs) Spayed & Neutered	0	\$25.00 ea <u>0.00</u>	<u>0.00</u>
Purebred License (1-10 dogs) Unspayed & Unneutered	0	<u>0.00</u>	<u>0.00</u>
Purebred License (11-25 dogs) Spayed & Neutered	0	\$50.00 ea <u>0.00</u>	<u>0.00</u>
Purebred License (11-25 dogs) Unspayed & Unneutered	0	<u>0.00</u>	<u>0.00</u>
Purebred License (26+ dogs) Spayed & Neutered	0	\$75.00 ea <u>0.00</u>	<u>0.00</u>
Purebred License (26+ dogs) Unspayed & Unneutered	0	<u>0.00</u>	<u>0.00</u>
Total licenses sold	25	132.00	27.00

PLACEMENT AND PUREBRED TAG ORDERS

Replacement Tags	0	0.00
Purebred Tags	0	0.00
Total tags sold	0	0.00

DISBURSEMENTS

Paid to Supervisor	\$132.00
Paid to NYS Animal Population Control Program	\$27.00

01/01/2023
18:49:52

TOWN OF MENDON

A1255 - A2770 Transaction Report

For the period 01/01/2023 through 01/31/2023

Type	Date	Comment	Name	Quantity	Fee
A1255					
LMF	01/12/2023	96020	ORNT	4	40.00
				4	40.00
A2408					
2.COMM	01/10/2023	USED ON 1/7/23	FORKUM	1	90.00
3.COMM	01/23/2023	USE ON JANUARY 19, 2023	VILLAGER CONDO	1	45.00
				2	135.00
			Total for A Fund:	6	175.00
			Total Sales	6	175.00

TOWN OF MENDON**B1900 - DB5142 Transaction Report**

For the period 01/01/2023 through 01/31/2023

Type	Date	Comment	Name	Quantity	Fee
B2110					
1.ZBAV	01/20/2023	349 MONROE ST	SMITH AREA VARIANCE	1	250.00
2.ZBAV	01/31/2023	1065 CHEESE FACTORY RD	KOELSCH AREA VARIANCE	1	250.00
				2	500.00
3.ZBPH	01/20/2023	349 MONROE STREET	SMITH AREA VARIANCE	1	100.00
4.ZBPH	01/31/2023	1065 CHEESE FACTORY RD	KOELSCH AREA VARIANCE	1	100.00
				2	200.00
B2115					
5.PASP	01/24/2023	HARLOFF RD	HAMPSON	1	350.00
6.PASP	01/27/2023	WEST BLOOMFIELD RD	ANDERSON SITE PLAN	1	350.00
				2	700.00
B2555					
7.BLDG	01/04/2023	8852 - 1146 MILE SQ - SOLAR	HOGANCAMP	1	75.00
8.BLDG	01/05/2023	8853 - 1224 PITTSMDND - GENRTR	MCDEVITT	1	100.00
9.BLDG	01/12/2023	8854 - 16 SURREY HL - DET GAR	HOLLY	1	75.00
10.BLDG	01/17/2023	HOARE, 31 PARKVIEW, DECK	KEYSTONE CUSTOM DECKS	1	50.00
11.BLDG	01/17/2023	REN. 909 MILE SQ., GENERATOR	HURRICANE HOME SOLUTIONS	1	100.00
12.BLDG	01/20/2023	1384 PITTS MENDON RD	CONNOLLY	1	40.00
13.BLDG	01/23/2023	8858 - 643 W BLMFLD - GNERATOR	MAIDA	1	100.00
14.BLDG	01/24/2023	8859 - 323 TAYLOR - GENERATOR	BAXTER	1	100.00
15.BLDG	01/30/2023	8860 - 54 HAWKS VW - REMODEL	KIM	1	100.00
				9	740.00
B2590					
16.BURN	01/05/2023	14 MENDONSHIRE	WINSKI	1	25.00
17.BURN	01/10/2023	5 KINGSBRIDGE	PENAMONTE	1	25.00
				2	50.00
18.EPOD	01/12/2023	16 SURREY HILL LN	HOLLY	1	50.00
				1	50.00
19.ROWW	01/17/2023	59 COLE RD	MONROE COUNTY WATER AUTH	1	100.00
				1	100.00
B2770					
20.EASP	01/27/2023	WEST BLOOMFIELD RD	ANDERSON SITE PLAN	1	700.00
				1	700.00
21.ENGF	01/24/2023	HARLOFF RD	HAMPSON SITE PLAN	1	700.00
				1	700.00
B2771					
22.IMAP	01/20/2023		HAM, DIANE	2	4.00
				2	4.00
23.MDHF	01/09/2023			1	20.00
24.MDHF	01/27/2023			1	20.00
				2	40.00
Total for B Fund:				25	3,784.00

Type	Date	Comment	Name	Quantity	Fee
19A2306					
25 FUEL	01.18.2023	DECEMBER 2022	MENDON FIRE DISTRICT	1	478.99
				1	478.99
			Total for DA Fund:	1	478.99
			Total Sales	26	4,262.99

The regular meeting of the Mendon Town Board was held at 7:00 PM, Monday, January 23, 2023, at the Mendon Town Hall, 16 West 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

HIGHWAY SUPERINTENDENT: Andrew Caschetta

OTHERS PRESENT: Danny Bassette, *Zoning Board Chair*, Bonnie Toomey, *Deputy Town Clerk*, Kim Roberts, Margaret Fiore, and Mary Hastings.

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

AGENDA

(Resolution 23-067)

A motion was made by Mr. Dubois, 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

Mary Hastings, 5 Old French, reported the neighbors lighting is obtrusive and shines right in her windows. She has asked them to fix it, however, they do not want to. She has been in to speak with the Code Enforcement Officer; she understands he has a broken leg, but it has been months and she wanted to know if anyone else can help her get this taken care of.

Margaret Fiore, 383 Pond Rd, reported her concern to extend the moratorium, especially when there is a short-term rental being illegally operated on Mile Square Rd. She was really hoping for a decision soon.

COMMUNICATIONS

HIGHWAY SUPERINTENDENT, Andrew Caschetta, reported the spray park parking lot is finished, catch basins are cleaned out, Christmas trees have been picked up, and patching was done. He reported the State has not paid the 2021-2022 payments, which is holding him up. The lane certification miles were recorded wrong, so the SALT money will be help up, and he proposed a logo for the Code Enforcement Officer’s truck.

TOWN CLERK, Michelle Booth, reported on tax collection; the Town should be paid in full by Friday. She also stated there is a new Mendon Youth Center tab available on the Town of Mendon website; she will continue to update.

TOWN BOARD

Brent Rosiek, reported on the upcoming Planning Board meeting; discussions in regards to the Spray Park septic; and the Mendon Community Business Association’s list of events in 2023. Mr. Rosiek says the owner of the Mendon Wok building is considering something other than an apartment, that might fit into the Code. He also stated that the comprehensive plan may need some minor updates due to the Spray Park; he received an email in regards to Accessory Dwelling Units and has reviewed the code. In regards to the letter received by the Town Board, from the County Legislator, Mr. Rosiek would like to see residents referred to the Town Board for any concerns.

Karen Jenkins, continues to attend the Fire Protection Committee meetings and the Historic Preservation Committee meetings.

Cynthia Carroll, reported there have been no library meetings since the last Town Board meeting.

Thomas Dubois, reported there have not been any Zoning Board of Appeals meetings, but believes there is one coming up in February. He has been trying to spread the word about the Mendon Youth Center, he will attempt to use the Newsletters from the PTA and the School District.

SUPERVISOR, John Moffitt, reported that, with Town Attorney approval, the Semmel Rd farming lease will be sublet out; He is looking to hire a part-time Building and Grounds employee; and attended a meeting with the Town Engineer in regards to more sidewalks in the Hamlet. Mr. Moffitt has taken part in the County salary survey and will provide results to the Board when they are available. He has attended meetings regarding the Mendon Community Business Association, Spray Park septic, Short Term Rentals, and Blaze Soccer; they would like to add more fields. The supervisor has spoken to RG&E to update the street lighting to LED. He attended a webinar on Public Funds. The Monroe County Water Authority collects water samples from Critics Restaurant, with the closing coming up, they have requested taking samples from the library. Mr. Moffitt will find out more information for the Town Board to consider. He reported that the Kuhn Court case is ongoing; he met with Ms. Song from the hamlet; and had a phone consultation with the insurance company in regard to the sidewalk injury reported.

SUPERVISOR’S MONTHLY REPORT

(Resolution 23-068)

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

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

TOWN CLERK’S MONTHLY REPORT

(Resolution 23-069)

A motion was made by Mrs. Jenkins, seconded by Mr. Dubois, to acknowledge receipt of the Town Clerk’s Monthly Report for December 2022, showing receipts and disbursements in the amount of \$4,981.29.

MINUTES

(Resolution 23-070)

A motion was made by Mrs. Jenkins, seconded by Mr. Dubois, to approve the minutes of the January 2, 2023 Town Board Meeting as presented.

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

BUDGET TRANSFERS

(Resolution 23-071)

A motion was made by Mrs. Jenkins, seconded by Mr. Rosiek, to approve the following budget transfers for the 2022 final budget:

Fr: A1620.200	Central Computers- Equipment	\$444.38
To: A1610.41	Central Computers Contractual	\$444.38
Fr: A1090	Interest and Penalties	\$6,000.00
To: NY-01-1255-0001	Parks Reserves	\$6,000.00
Fr: A3005	Mortgage Tax	\$42,000.00
To: NY-01-1255-0001	Parks Reserves	\$42,000.00

01/23/2023

TOWN OF MENDON

REGULAR MEETING

Fr: A1620.402 To: NY-01-1255-0002	Town Hall Maintenance Building Reserves	\$11,000.00 \$11,000.00
Fr: A1620.411 To: NY-01-1255-0002	Town Hall Improvements Building Reserves	\$69,000.00 \$69,000.00
Fr: A1620.412 To: NY-01-1255-0002	Community Center Improvements Building Reserves	\$10,000.00 \$10,000.00
Fr: A5132.3 To: NY-01-1255-0002	Garage Improvements Building Reserves	\$10,000.00 \$10,000.00
Fr: A7110.2 To: NY-01-1255-0001	Semmel Rd. Sports- Equip. Parks Reserves	\$4,000.00 \$4,000.00
Fr: A7140.4 To: NY-01-1255-0001	Mendon Ctr. Sports Contractual Parks Reserves	\$5,000.00 \$5,000.00
Fr: B1170 To: NY-01-1255-0008	Sales Tax Sidewalk Reserves	\$179,000.00 \$179,000.00
Fr: B7550.46 To: B5182.4	Hamlet Beautification Street Light- Utilities	\$991.68 \$991.68
Fr: B7550.45 To: NY-01-1255-0008	Celebrations- Holidays Sidewalk Reserves	\$4,900.00 \$4,900.00
Fr: B7550.46 To: NY-01-1255-0008	Hamlet Beautification Sidewalk Reserves	\$8,000.00 \$8,000.00
Fr: B8010.111 To: NY-01-1255-0008	Zoning Attorney Sidewalk Reserves	\$3,900.00 \$3,900.00
Fr: B8020.1 To: NY-01-1255-0008	Planning Board Sidewalk Reserves	\$3,800.00 \$3,800.00
Fr: B8021.4 To: NY-01-1255-0008	Hamlet Sidewalks Sidewalk Reserves	\$50,000.00 \$50,000.00
Fr: B8023.4 To: NY-01-1255-0008	Planning Projects- Contracted Svs. Sidewalk Reserves	\$5,400.00 \$5,400.00
Fr: B8023.410 To: NY-01-1255-0008	Zoning Updates Sidewalk Reserves	\$2,000.00 \$2,000.00
Fr: DB1170 To: NY-01-1255-0010	Sales Tax Equipment Reserves	\$184,000.00 \$184,000.00
Fr: DB 5110.2 To: NY-01-1255-0010	General repairs- Equip. Equipment Reserves	\$327,000.00 \$327,000.00

Fr: DB 5130.2R	Equipment Reserve	\$42,804.00
To: NY-01-1255-0010	Equipment Reserves	\$42,804.00

Fr: DB 3501	Chips	\$38,012.18
To: DB5113.4	Improvements- Chips	\$38,012.18

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

VOUCHERS

General Abstract

(Resolution 23-072)

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to approve all claims on vouchers numbered 23-001 to 23-081, on General Abstract 23-01, in the amount of \$629,763.04.

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

PERSONNEL POLICY AMENDMENT

(Resolution 23-073)

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to amend the Town of Mendon Personnel Policy 4.01 HOLIDAYS is hereby amended as follows:

1. All full-time employees of the Town of Mendon will receive the same number of (12) paid holidays each calendar year.
2. The Town Holiday Schedule will be adopted by the Town Board at its first meeting in November of each year.

In addition to the holidays approved at the annual Organizational Meeting, the Town provides (2) floating holidays per year also determined at the annual Organizational Meeting by the Town Board.

The Town Board delegates the administrative duties of choosing paid holidays to the Supervisor for the Town Hall and the Highway Superintendent for the Highway Department.

There was a lengthy discussion in regards to this. The full discussion can be found on the Town YouTube Channel (<https://www.youtube.com/@townofmendonny9281>).

There was a motion made by Mr. Dubois, seconded by Mrs. Carroll, to table this discussion for a later time.

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

ENVIRONMENTAL CONSERVATION BOARD- APPOINTMENT

(Resolution 23-074)

A motion was made by Mr. Dubois, seconded by Mrs. Jenkins, to appoint Timothy Engstrom to the Environmental Conservation Board, term to expire 12/31/2024.

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

CONTRACT WITH DONALD A. YOUNG, ESQ.

(Resolution 23-075)

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to approve the contract with Donald A. Young, Esq. for Scope of Services, Representation, Responsibilities, fee's disbursements and other charges, Client and Confidentiality and Records. Agreement dated December 19, 2022 for fiscal year 2023. Not to exceed \$15,000.00 from account number B8020.111

Any other legal services that may be requested by the Town, that do not include representation of the Planning Board will be billed at \$225.00 per hour, subject to the Town of Mendon Budget.

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

COMMUNITY CENTER APPLICATION AND AGREEMENT PACKET

(Resolution 23-076)

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to modify the Community Center Application and Agreement Packet, changes in the document effective January 23, 2023.

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

CREDIT CARD ACCEPTANCE FOR ITEMS AT CLERKS OFFICE

(Resolution 23-077)

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to permit the Mendon Town Clerk to accept credit card payments for items at the Clerk's Office. This does not include property taxes.

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

MENDON GREEN CONSERVATION EASEMENTS

(Resolution 23-078)

A motion was made by Mr. Rosiek, seconded by Mrs. Jenkins, be it resolved by the Town Board of the Town of Mendon duly assembled, that the attached easements are hereby approved. Open Space Conservation Easement, Final Approval for PUD site Revised Proposal, Conservation easements Lot #1 and Lot #30. Subject to the Attorney Generals approval and by the HOA.

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

EXTENDING LOCAL LAW #2, 2022- MORATORIUM SHORT TERM RENTALS

(Resolution 23-079)

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to extend the moratorium on short term rentals, Local Law #2, 2022 for 180 days as prescribed by Local Law #2, 2022.

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

HIGHWAY SUPERINTENDENT- ADVOCACY DAY, ALBANY, NY

(Resolution 23-080)

A motion was made by Mrs. Carroll, seconded by Mrs. Jenkins, to permit the Mendon Highway Superintendent to attend Advocacy Day in Albany, NY March 7 & 8, 2023. One night lodging, not to exceed \$185.00, plus mileage from account A5010.46

HISTORIC PRESERVATION COMMITTEE- APPOINTMENT

(Resolution 23-081)

A motion was made by Mrs. Jenkins, seconded by Mr. Rosiek, to appoint Martha Bush to the Historic Preservation Committee, term to expire December 31, 2024. This is a non-compensated position.

PUBLIC COMMENT

Bonnie Toomey, 35 Chillington Lane, is a Town of Mendon employee. She said the Highway Superintendent advocated for the Town Employees, at the Mendon Highway garage, but nobody advocated for the Town hall employees. Ms. Toomey would gladly take a 40 hour pay week, to help boost her paycheck and retirement, she believes getting 40 hours is a benefit that is not extended to the Town Hall employees, added to not being given the extra day off, as other Town Employees were given at the last Town Board Meeting. She reminded the Town Board that the Town Hall employees are the face of the Town and a reflection of the Town Board. Ms. Toomey stated she feels very disrespected by the Town Board's recent actions.

ADJOURNMENT

(Resolution 23-082)

A motion was made by Mrs. Jenkins, seconded by Mr. Dubois, to adjourn the meeting at 8:10 PM.

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

2023-2

GENERAL ABSTRACT

No. 23-082 to No. 23-139

TOTAL

\$842,857.87

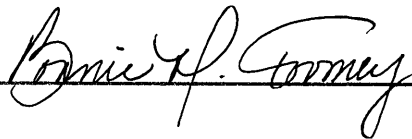
LIBRARY ABSTRACT

No. 23-007 to No. 23-020

TOTAL

\$10,673.32

Prepared by

A handwritten signature in cursive script, reading "Bonnie F. Gormey", is written over a horizontal line.

Abstract of General Vouchers 23-2				
082	American Rock Salt	DB5142.4		\$ 62,435.55
083	Association of Towns	A1010.410	\$ 40.00	
		A1220.410	\$ 10.00	\$ 50.00
084	Benefit Resource	A9060.8	\$ 156.25	
		B9060.8	\$ 121.25	
		DA9060.8	\$ 156.25	
		DB9060.8	\$ 158.75	
		L9060.8	\$ 7.50	\$ 600.00
085	Caledonia Diesel	DA5130.4		\$ 119.23
086	Callerame, Jim	A5020.400		\$ 250.00
087	Capital One Trade Credit	A1620.402		\$ 41.42
088	Capital One Trade Credit	A1620.413C	\$ 0.67	
		B3620.2	\$ 14.14	
		DA5130.4	\$ 25.05	
		DB5140.4	\$ 45.89	\$ 85.75
089	Charter Communications	A1620.414		\$ 89.99
090	Crane's Automotive	DA5130.4		\$ 110.95
091	Crystal Rock	A1670.401		\$ 81.43
092	Cyncon Equipment	DA5130.4		\$ 129.00
093	D&W Diesel	DA5130.4		\$ 387.55
094	Deckman Oil, Co.	DA5130.4		\$ 184.86
095	Deluxe	A1310.401		\$ 84.14
096	Ewing Lettering & Graphics	B3620.2		\$ 186.63
097	Excellus BCBS-Direct	L9060.8		\$ 208.00
098	Excellus	A9060.8	\$ 1,924.44	
		B9060.8	\$ 1,741.17	
		DA9060.8	\$ 5,539.66	
		DB9060.8	\$ 5,742.43	
		L9060.8	\$ 610.94	\$ 15,558.64
099	Excellus	T20Emp.		\$ 5,779.42
100	Ferrellgas	DB5110.4		\$ 2,348.81
101	Finger Lakes/Castle	DA5130.4		\$ 148.25
102	First National Bank of Omaha	A1310.401	\$ 269.99	
		A1610.41	\$ 180.82	
		A1620.401	\$ 9.59	
		A1620.402	\$ 683.00	
		A1620.413C	\$ 334.79	
		A5010.41	\$ 279.21	\$ 1,757.40
103	Hanson Aggregates NY LLC	H7150.4		\$ 878.47
104	Honeoye Falls Marketplace	A1670.401		\$ 111.09
105	IEH Auto Parts LLC	DA5130.4		\$ 171.93
106	JGF Funding	A1670.403	\$ 106.75	
		A5010.44	\$ 111.89	
		B1900.400	\$ 136.75	\$ 355.39
107	Jackson Welding & Gas Products	DA5130.4		\$ 10.24
108	Kenworth Northeast Group Inc.	DA5130.4		\$ 327.32
109	Ketchum MFG Co. Inc.	A1670.401		\$ 411.74
110	Mendon Fire District	A631		\$ 609,915.00
111	Monroe County Supervisors Assoc.	A1220.410		\$ 100.00
112	Morgan Rubbish Removal Inc.	A5132.4		\$ 136.70
113	NOCO Engery Corp.	DB5110.4		\$ 5,190.16
114	N.Y.S. Magistrates Assn.	A1110.410		\$ 115.00

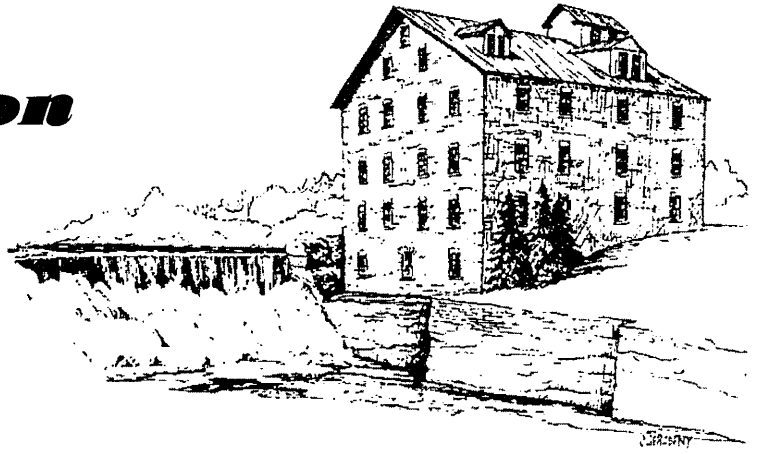
115	National Grid	B5182.4	\$ 95.47	
		A1620.408	\$ 483.97	
		A5132.413	\$ 1,467.84	
		A1620.414	\$ 114.38	
		A1620.418	\$ 151.34	\$ 2,313.00
116	National Grid	B5182.4		\$ 247.82
117	Oil Filter Service	DA5130.4		\$ 76.48
118	Paragon Insurance Holdings, LLC	A1620.420	\$ 1,500.00	
		A1620.422	\$ 4,100.00	
		A1910.410	\$ 46,733.36	
		B1910.4	\$ 4,500.00	
		DA5130.4	\$ 2,500.00	
		DB1910.4	\$ 20,000.00	\$ 79,333.36
119	Paragon Insurance Holdings, LLC	A1910.410	\$ 3,788.00	
		DB1910.4	\$ 2,000.00	
		L7410.470	\$ 2,200.00	\$ 7,988.00
120	Pump, The Doctor Inc.	A5132.4		\$ 150.00
121	R.G. & E.	A7140.41	\$ 24.76	
		B5182.4	\$ 786.71	
		SL5182.403	\$ 773.53	\$ 1,585.00
122	Radiomax	A5132.413		\$ 474.00
123	SEI	DA5130.4		\$ 367.05
124	Sedam Farm & Commercial	DA5130.4		\$ 400.00
125	Sentinel Publications	A1670.409		\$ 94.50
126	Servpro of SE Monroe County	A1620.402		\$ 2,284.05
127	Snap-On Tools	DA5130.4		\$ 29.25
128	Spok, Inc.	A5132413		\$ 3.64
129	The Sprinkler Connection	A5132.4		\$ 108.76
130	Staples	A1620.401	\$ 105.80	
		A1670.401	\$ 30.40	
		A1620.413C	\$ 124.86	
		A1620.417	\$ 50.98	
		A1670.401	\$ 172.83	
		B8020.45	\$ 54.68	\$ 539.55
131	Sunoco LP	DB5110.4		\$ 1,419.28
132	Tracey Road Equipment	DA5130.4		\$ 789.24
133	Unifirst Corporation	DA9056.8		\$ 249.18
134	VP Supply	A5132.4		\$ 13.17
135	Van Bortel Ford, Inc.	A1620.200		\$ 34,121.50
136	Verizon Connect	A5132.413		\$ 178.09
137	Verizon Wireless	A1220.410	\$ 37.99	
		A1620.418	\$ 18.16	
		A3510.440	\$ 18.16	
		B3620.45	\$ 32.42	\$ 106.73
138	Whitmore, Carter	TA18		\$ 376.16
139	Young, Don	B8020.111		\$ 1,250.00
	TOTAL			\$ 842,857.87

ABSTRACT OF LIBRARY VOUCHERS 2023-02

Number	Vendor	Acct.	Acct. Amt.	Total Amt.
7	Amazon Capital Services	7410.401	\$ 7.24	\$ 228.79
		7410.410	\$ 192.65	
		7410.455	\$ 28.90	
8	Baker & Taylor	7410.400		\$ 2,623.83
9	Brodart Co.	7410.401		\$ 769.87
10	Casco Security Systems	7410.430		\$ 620.04
11	DeLage Landen Financial Services	7410.440		\$ 129.59
12	DeLage Landen Financial Services	7410.440		\$ 129.59
13	Ferrigno, Michelle	7410.427		\$ 100.03
14	Frontier	7410.420		\$ 270.51
15	Midwest Tape	7410.407		\$ 286.39
16	National Fuel	7410.450		\$ 637.39
17	National Grid	7410.450		\$ 724.00
18	Shanks Enterprises, Inc.	7410.450		\$ 118.11
19	Tri-Delta Resources	7410.230		\$ 4,025.00
20	W.B.Mason Co.	7410.410		\$ 10.18
			Total	\$ 10,673.32

Town of Mendon

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



TO: The Honorable Town Board

FROM: Corey Gates, Code Enforcement Officer

DATE: January 30, 2023

RE: CE Training

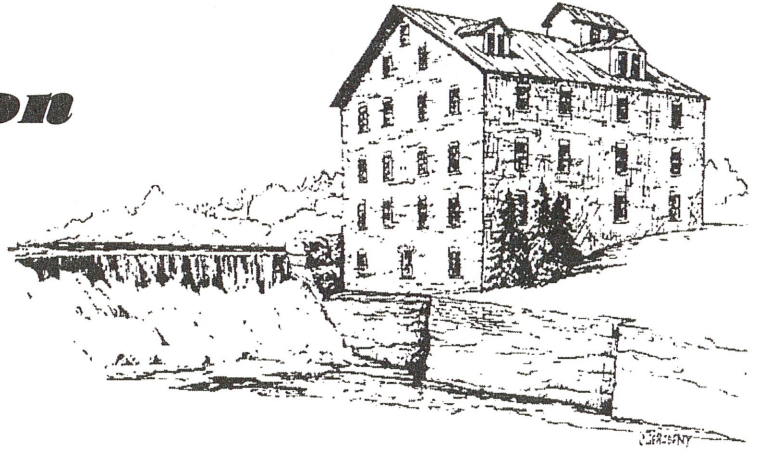
I would like to request approval to attend the Finger Lakes Building Officials annual educational conference, to be held March 13-15, 2023 at the RIT Inn and Conference Center. New York Department of State requires that all Code Enforcement Officers / Building Inspectors obtain a minimum of 24 hours of continuing education training annually in order to maintain certification. By attending this conference I will have the necessary 24 hours of required training, and I have budgeted for the registration fee to attend this conference in the 2023 budget.

Respectfully,

Corey T. Gates

Town of Mendon

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



TO: The Honorable Town Board

FROM: Katrina Allen, Planning and Zoning Clerk

DATE: January 30, 2023

RE: Training

I am requesting approval to attend the New York Planning Federation Annual Conference, April 16-18th at the Saratoga Hilton. This training will increase my knowledge, efficiency, and confidence when representing the Town. The information covered at the conference is extremely pertinent to the different roles I have at the Town of Mendon, and it will give me up-to-date information that will be tremendously helpful in all aspects of my job. I am requesting \$240 for the registration for members of the NYPF, in addition to two nights at the hotel the conference is held at \$179 per night, and mileage/tolls. It will not exceed \$1,000.

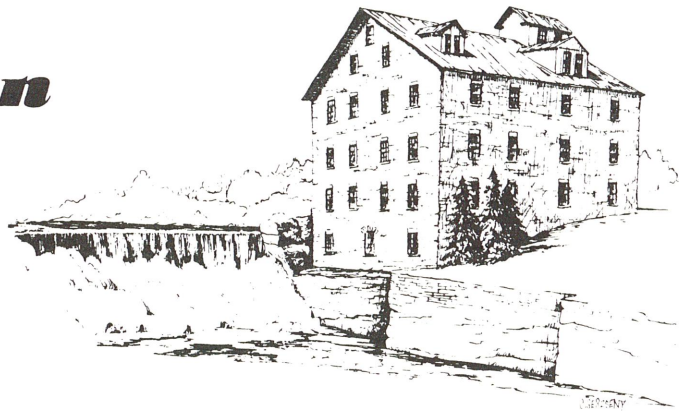
Thank you for your consideration.

Respectfully,

Katrina Allen

Town of Mendon

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



TO: John Moffitt – Town Supervisor

FROM: Corey Gates, Code Enforcement Officer

DATE: January 31, 2023

RE: Building Department Clerk Training

I would like to request training for building department personnel; Katrina Allen – planning & zoning clerk would like to attend the New York Planning Federation annual educational conference, to be held in Saratoga April 13-15, 2023. In attending this conference Katrina will increase her knowledge of land use as it relates to planning and zoning, gain a better understanding of the SEQRA process and also receive education on reading and understanding site plans among other topics. All of these skills are necessary to understand the process and perform her job as planning & zoning clerk to a high level.

Respectfully,

Corey T. Gates



A quote for your consideration

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your **Premier page**, or, if you do not have Premier, use this **Quote to Order**.

Quote No.	3000143316856.1	Sales Rep	HUNTER GRIFFITH
Total	\$2,060.00	Phone	(800) 456-3355, 18009993355
Customer #	4241750	Email	Hunter_Griffith@Dell.com
Quoted On	Feb. 03, 2023	Billing To	ACCOUNTS PAYABLE
Expires by	Feb. 27, 2023		TOWN OF MENDON
Contract Name	Dell NYS Umbrella Contract		16 W MAIN ST
	PM20820		HONEOYE FALLS, NY 14472-1199
Contract Code	C000000005000		
Customer Agreement #	PM20820/1000041162		

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you are ready to place an order. Thank you for shopping with Dell!

Regards,
HUNTER GRIFFITH

Shipping Group

Shipping To	Shipping Method
RECEIVING DEPT TOWN OF MENDON 16 WEST MAIN STR HONEOYE FALLS, NY 14472-1102 (585) 624-6066	Standard Delivery Free Cost

Product	Unit Price	Quantity	Subtotal
OptiPlex 3000 Small Form Factor	\$515.00	4	\$2,060.00
	Subtotal:		\$2,060.00
	Shipping:		\$0.00
	Environmental Fee:		\$0.00
	Non-Taxable Amount:		\$2,060.00
	Taxable Amount:		\$0.00
	Estimated Tax:		\$0.00
	Total:		\$2,060.00



71 Marsh Road
 East Rochester, NY 14445
 585-222-FORD (3673)
 NYS Facility No:7090854

Van Bortel

NEW VEHICLE CASH PURCHASE AGREEMENT



1338 Pittsford-Palmyra Road
 Macedon, NY 14502
 585-22-CHEVY (222-4389)
 NYS Facility No. 7115215

MENDON TOWN PURCHASER'S NAME: [REDACTED] PHONE: (585) 691-6069 EMAIL: [REDACTED]
 101 CEMEL RD STREET ADDRESS: [REDACTED] HOMEOWN FALLS NY 144720755 CITY / STATE / ZIP: [REDACTED] DATE: 01/23/2023

VEHICLE BEING PURCHASED			VAN BORTEL PRICE	\$
I AGREE TO PURCHASE FROM YOU, BASED UPON THE TERMS AND CONDITIONS SPECIFIED ON BOTH SIDES OF THIS AGREEMENT, THE FOLLOWING VEHICLE:				
YEAR: 2022	<input checked="" type="checkbox"/> NEW	MAKE: FORD	NET PRICE	+ 24425.60
MODEL: F-250	<input type="checkbox"/> DEMO	BODY TYPE: UTILITY		
COLOR: RD	MODEL CODE		PRICING SHOWN INCLUDES PROVISION FOR SERVICE LOANER VEHICLE*	INCLUDED
IDENTIFICATION NO. 1FDEP2EG3NEG16755	MILES		LESS DEALER CASH BACK	-
ESTIMATED DELIVERY DATE: [REDACTED]	STOCK NO. F62876		SELLING PRICE	\$ N/A
SALESPERSON: JOSHUA A RELYER			ALLOWANCE FOR TRADE	- 34011.50
USED VEHICLE TRADE IN			TAXABLE TOTAL	\$ N/A
YEAR: [REDACTED]	MAKE: [REDACTED]	MODEL: [REDACTED]	SALES TAX	+ 34011.50
BODY STYLE: [REDACTED]	COLOR: [REDACTED]	MILES: [REDACTED]	NYS INSPECTION	+ N/A
LIENHOLDER - TRADE IN: [REDACTED]	BALANCE OWING: [REDACTED]		DEALER'S OPTIONAL FEE FOR PROCESSING APPLICATION FOR REGISTRATION AND/OR CERTIFICATE OF TITLE, THIS IS NOT A NY STATE OR DMV FEE**	+ 110.00
FINANCE INFORMATION			REGISTRATION FEE (estimate)***	+ N/A
LIENHOLDER - PURCHASED VEHICLE: [REDACTED]	APR: [REDACTED]		NYS TIRE MANAGEMENT FEE****	+ N/A
NO. OF PAYMENTS: 1	ESTIMATED PAYMENT: [REDACTED]	N/A	VERIFI / eMV-50 PROCESSING FEE	+ [REDACTED]
* In consideration for your purchase of the vehicle identified in this Purchase Agreement for a total purchase price of \$ 24425.60, the Van Bortel dealership noted above by the checked box hereby agrees that it shall provide you a loaner vehicle for your use during any time period for which you have engaged that dealership for repairs to be performed on the vehicle as identified in this Purchase Agreement in all cases where, due to the nature of such repairs, you must leave said vehicle in the service department at that dealership.				
			SUBTOTAL	\$ N/A
			PLUS BALANCE OWED ON TRADE-IN	+ 34121.50
			LESS REBATE	- N/A
			LESS DEPOSIT	- N/A
			BALANCE DUE ON DELIVERY	\$ 34121.50
			AMOUNT TO BE FINANCED	\$ N/A

CONSUMER NOTICES

IF YOU AGREE TO ASSIST ME IN OBTAINING FINANCING FOR ANY PART OF THE PURCHASE PRICE, THIS ORDER SHALL NOT BE BINDING UPON YOU OR ME UNTIL ALL OF THE CREDIT TERMS ARE PRESENTED TO ME IN ACCORDANCE WITH REGULATION "Z" (TRUTH-IN-LENDING) AND ARE ACCEPTED BY ME. IF I DO NOT ACCEPT THE CREDIT TERMS WHEN PRESENTED, I MAY CANCEL THIS ORDER AND MY DEPOSIT WILL BE REFUNDED.

SPECIAL NOTICE TO CONSUMER

IF, UNDER THE LAW OF THE STATE OF NEW YORK CONTROLLING THE SALE OF USED MOTOR VEHICLES YOU SHOULD BE ENTITLED TO A REFUND IN CONNECTION WITH THIS TRANSACTION, THE VALUE OF ANY VEHICLE YOU MAY HAVE TRADED-IN (IF THE SELLER CHOOSES NOT TO RETURN IT TO YOU) SHALL NOT BE THE VALUE LISTED IN THIS DOCUMENT. INSTEAD, THE VALUE WILL BE DETERMINED BASED ON THE NATIONAL AUTO DEALERS ASSOCIATION USED CAR GUIDE WHOLESALE VALUE OR OTHER GUIDE APPROVED BY THE COMMISSIONER OF MOTOR VEHICLES, AND ADJUSTED FOR MILEAGE IMPROVEMENTS AND ANY MAJOR PHYSICAL OR MECHANICAL DEFECTS.

PRIOR USE CERTIFICATION (required by Vehicle and Traffic Law 417-A if the principal prior use of this vehicle were as a police vehicle, taxicab, driver education vehicle or rental vehicle). The principal prior use of this vehicle was as a police vehicle _____, a taxicab _____, a driver education vehicle _____, or a rental vehicle _____.

* IF THE NEW MOTOR VEHICLE HAS NOT BEEN DELIVERED IN ACCORDANCE WITH THIS CONTRACT WITHIN 30 DAYS FOLLOWING THE ESTIMATED DELIVERY DATE, NOTED ABOVE, YOU HAVE THE RIGHT TO CANCEL THE CONTRACT AND TO RECEIVE A FULL REFUND, UNLESS THE DELAY IN DELIVERY IS ATTRIBUTABLE TO YOU.

FEE DISCLOSURES

**THE OPTIONAL DEALER REGISTRATION OR TITLE APPLICATION PROCESSING FEE (\$175.00 MAXIMUM) AND SPECIAL PLATE PROCESSING FEE (\$5.00 MAXIMUM) ARE NOT NEW YORK STATE OR DEPARTMENT OF MOTOR VEHICLE FEES. UNLESS A LIEN IS BEING RECORDED OR THE DEALER ISSUED NUMBER PLATES, YOU MAY SUBMIT YOUR OWN APPLICATION FOR REGISTRATION AND/OR CERTIFICATE OF TITLE OR FOR A SPECIAL OR DISTINCTIVE PLATE TO ANY MOTOR VEHICLE ISSUING OFFICE.

***THE AMOUNT INDICATED ON THIS SALES CONTRACT OR LEASE AGREEMENT FOR REGISTRATION AND TITLE FEES IS AN ESTIMATE. IN SOME INSTANCES, IT MAY EXCEED THE ACTUAL FEES DUE. THE COMMISSIONER OF MOTOR VEHICLES, THE DEALER WILL AUTOMATICALLY, AND WITHIN 60 DAYS OF SECURING SUCH REGISTRATION AND TITLE, REFUND ANY AMOUNT OVERPAID FOR SUCH FEES. IF THE ESTIMATED FEE COLLECTED IS LESS THAN THE ACTUAL AMOUNT OWED, THE BUYER IS RESPONSIBLE FOR THE DIFFERENCE AND WILL BE INVOICED ACCORDINGLY.

****THE NEW YORK STATE WASTE TIRE MANAGEMENT FEE IS TO BE INCLUDED IN THE SALE OF A USED VEHICLE THAT HAS HAD BRAND NEW TIRES PUT ON IT AND, IN THE CASE OF THE FIRST RETAIL SALE OF A NEW VEHICLE, ALL NEW TIRES INCLUDING THE SPARE TIRE AND/OR DONUT. I UNDERSTAND THAT YOU ARE REQUIRED TO CHARGE A SEPARATE AND DISTINCT WASTE TIRE MANAGEMENT AND RECYCLING FEE OF \$2.50 FOR EACH NEW TIRE I AM PURCHASING AS PART OF THE VEHICLE DESCRIBED ON THIS PURCHASE AGREEMENT.

Thank You ...
 for purchasing your vehicle from Van Bortel!

I HAVE READ THE TERMS ON THE FACE AND BACK OF THIS AGREEMENT AND ACCEPT THEM AS STATED.

BUYER'S SIGNATURE: [REDACTED] DATE: 01/23/2023 CO-BUYER'S SIGNATURE: [REDACTED] DATE: [REDACTED]
 SELLER APPROVED BY: [REDACTED] DATE: 01/23/2023

THIS AGREEMENT IS NOT BINDING UNLESS SIGNED BY THE SELLER AND THE BUYER. SEE OTHER SIDE FOR ADDITIONAL TERMS



January 31, 2023

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

RE: Hamlet of Mendon Sidewalks

Dear Supervisor Moffitt:

LaBella Associates, D.P.C. is pleased to submit the following proposal to the Town of Mendon - Town Board to provide design services for new sidewalks within the Hamlet area of Mendon. The following proposal outlines our understanding of the project, scope of services, proposed fee, and anticipated schedule.

A. PROJECT UNDERSTANDING

We understand that the Town of Mendon would like to expand the sidewalk network within the Hamlet of Mendon, including new sidewalks along the following road segments:

- Route 64: Assembly Drive to Pittsford Federal Credit Union
- Route 64: Route 251 to Taylor Road
- Route 251: Route 64 to Mile Square Road
- Mile Square Road: Lehigh Valley Trail to Taylor Road
- Taylor Road: Route 64 to Route 251

The purpose of this project is to prepare a concept design-level plan of the proposed new sidewalk network along with supporting documentation and construction cost estimates for the Town of Mendon to use in pursuit of grant funding. Future project phases could include detailed design and construction of individual sidewalk segments.

B. SCOPE OF SERVICES

Preliminary Investigation & Field Work

State Environmental Quality Review (SEQR), Permitting, and Regulatory Compliance

An environmental review of the proposed concepts will be completed in order to evaluate initial requirements of SEQR, as well as other environmental regulations. Based upon an initial review of the proposed action, LaBella believes that the proposed project can be classified under SEQR as an "Unlisted Action."

Anticipated tasks include:

- a. Completion of SEQR short forms, Parts 1, 2 & 3.
- b. Provide a Town Board Resolution documenting SEQR Determination of Significance.
- c. cursory screenings of State and Federal wetlands, threatened / endangered species, and cultural resources using available online tools.



Survey

An instrument survey will be performed to obtain existing surface feature and topographic information necessary to complete the conceptual sidewalk design. Survey will include the roadway segments identified in Section A above, to include a width of right-of-way plus 10 ft, along each side of the road. Tasks anticipated during this phase to complete a topographic and limited boundary survey for the project include:

- a. Coordination with Dig Safe New York for mark-out of existing utilities.
- b. Location of all existing site features including roadways, driveways, parking areas, trees, and swales.
- c. Location of existing surface utilities, including storm sewers, manholes, catch basins, hydrants, curb boxes, utility poles, etc. within the right of way.

Engineering Site Visit

Engineering staff will visit the site for a visual assessment of existing features, grades, obstructions, and suitability of one side of the road versus the other for proposed sidewalks. The site visit will also include review of potential environmental concerns.

Concept Design

Concept Plan

Concept design-level plans will be developed for the sidewalk segments identified in Section A. The plans will depict design elements such as alignment, typical section, potential right-of-way / easements required, location of potential retaining walls, utility relocations, drainage improvements, and road / driveway crossings.

Plans will be developed in Microstation format at an appropriate scale.

Engineer's Report

An engineer's report will be prepared to accompany the preliminary sidewalk plans. The report will include a written description of sidewalk design and engineering considerations. The report will also include a summary of environmental screenings.

Cost Estimates

Preliminary-level construction cost estimates will be developed for each of the proposed sidewalk segments using the New York State Department of Transportation Preliminary Estimating Tool. The estimates will include all anticipated construction items as well as contingency. Costs will also be provided for design plans and evaluations meeting applicable funding source requirements.

C. ADDITIONAL SERVICES

Should the Town of Mendon wish to proceed with detailed design and construction of new sidewalks, LaBella Associates is available to perform additional services upon agreement of scope and fee, including:

- a. Final Design of sidewalk segment(s)
- b. Preparation of permit applications (NYSDOT)
- c. Preparation of funding / grant applications
- d. Assistance with bidding and construction contract award
- e. Construction Administration / Inspection



D. ASSUMPTIONS

LaBella has made the following assumptions in the preparation of this proposal:

- a. Detailed environmental screening, field work, delineations and permitting are not required.
- b. Detailed design of retaining walls is not required; will be performed under a future design phase.
- c. Detailed design of utility relocations is not required; will be performed under a future design phase.
- d. Detailed design of drainage improvements is not required; will be performed under a future design phase.
- e. One meeting (in-person or virtual) with NYSDOT is included to coordinate proposed sidewalks within NYSDOT right-of-way. Preparation of NYSDOT permit is not required; will be performed under a future design phase.

E. FEE

LaBella Associates, D.P.C. will provide professional engineering services as outlined in Section B: Scope of Services for a lump sum amount of **\$35,000**, which is based on the following estimated distribution of tasks:

Topographic Survey and Mapping	\$15,000
SEQR, Initial Environmental Screenings and Field Work.....	\$5,000
Conceptual Sidewalk Design and Engineer's Report.....	\$15,000

F. SCHEDULE

LaBella Associates, D.P.C. is able to begin work on this project immediately. Upon authorization, we anticipate delivering preliminary design plans, report, and cost estimates within ninety (90) days, pending survey.


G. ACCEPTANCE

If the scope of work, estimate of fee and schedule is acceptable to the Town, please sign below as authorization to proceed with this project and return to our offices via email or regular mail. All work will be performed under the existing Professional Services Agreement between LaBella and the Town.

We appreciate the opportunity to serve the Town of Mendon and look forward to the successful completion of the project. If you have any questions, please do not hesitate to contact me at (585) 402-7018 or via e-mail at msimon@labellapc.com.

Respectfully submitted,

LaBella Associates


 Michael Simon
 Civil Regional Leader

On behalf of the Town of Mendon, ACCEPTED BY:

 John D. Moffitt, Supervisor

Date: February 8, 2023

To: John Moffitt, Mendon Supervisor

From: Andrew Caschetta, Hwy. Superintendent

Subject: Agenda Placement @ February 13, 2023, Town Board Meeting for
Discussion and Authorization

The Highway Department would like to sell the following truck at auction:

- 2012 Ford F250 Utility Body

The following item was in disrepair and has been disposed of and removed from our inventory:

- Mendon Highway Dept Sign (front of Bldg)

A handwritten signature in black ink, appearing to be 'Andrew Caschetta', written in a cursive style.

1.8.23

VOUCHER

HIGHWAY DEPARTMENT
TOWN OF MENDON
101 SEMMEL ROAD
HONEOYE FALLS, NY 14472

Department _____

Claimant's Name Van Bortel Ford
and 71 Marsh Road
Address East Rochester, NY 14445

Voucher # _____
Date Voucher Received _____

Fund Appropriation	Amount
DA5130.2	\$23,447.62
Total	\$23,447.62
Entered on Abstract No.	

TERMS _____ PURCHASE ORDER # _____

Deatiled invoices may be attached, and total entered on this Voucher. Certification below MUST BE SIGNED.

DATE	VENDOR'S INVOICE #	QUANTITY	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
04/12/12	44706		New 2012 Ford F250 PickUp Truck per Purchase Order 221		\$23,447.62
			SEE ATTACHED INFO		
				TOTAL =====>	\$23,447.62

CLAIMANT'S CERTIFICATION

I, _____, certify that the above account in the amount of \$ _____ is true and correct; that the items, services, and disbursements charged were rendered to or for the municipality on the dates stated, that no part has been paid or satisfied; that taxes, from which the municipality is exempt, are not included; and that the amount claimed is actually due.

DATE _____ SIGNATURE _____ TITLE _____

DEPARTMENT APPROVAL

THE ABOVE SERVICES OR MATERIALS WERE RENDERED TO THE MUNICIPALITY ON THE DATES STATED AND THE CHARGES ARE CORRECT.

5/9/12
DATE _____
William C. Smith
AUTHORIZED OFFICIAL

APPROVAL FOR PAYMENT

This claim is approved and ordered paid fro the appropriations indicated above.

DATE _____ AUDITING BOARD



February 7, 2023

Mr. Corey Gates
Town of Mendon
16 W Main St
Honeoye Falls, NY 14472

RE: Mendon Green Subdivision
Letter of Credit Release #2

Dear Mr. Gates,

We have reviewed the proposed Letter of Credit Release #2 dated January 31, 2023, prepared by Marathon Engineering. We recommend a release from the Letter of Credit as follows:

Current Letter of Credit Value	\$1,647,006.00
Recommended Release	\$299,231.65
Previous Rounding Error Correction	\$0.25
Letter of Credit Balance	\$1,347,774.10

The release includes work completed relating to earthwork, erosion control, and the storm system.

If there are questions regarding the above comments, please do not hesitate to contact me.

Respectfully submitted,

LaBella Associates

Michael A. Simon
Sr. Project Manager

CC: Andrew Caschetta, Town of Mendon (via email)
Jerold Watkins, Riedman Companies (via email)
Richard Tiede, Marathon Engineering (via email)

Town Of Mendon Letter Of Credit Release

Letter of Credit Reduction

Reduction #2

Project: Mendon Green

1/31/2023

Prepared For:

Riedman Construction, LLC

45 East Avenue


Rochester, NY 14604

Total Construction To Date	320,568.50
Less Retainage	32,056.85
A. Construction Value to be Released	288,511.65
B. Engineering Costs	-
C. Construction Observation Costs (10%)	32,057.00
D. 10% Contingency	32,057.00
E. Other Costs	-
Amount Previously Released Through Estimate No. -1	53,394.00
Amount Authorized For Release	299,231.65

Letter Of Credit information:

Original Amount	1,700,399.75
Authorized for Release Per Estimate No. 1	53,394.00
Authorized for Release Per Estimate No. 2	299,231.65
Authorized for Release Per Estimate No. 3	-
Authorized for Release Per Estimate No. 4	-
Authorized for Release Per Estimate No. 5	-
Authorized for Release Per Estimate No. 6	-
Authorized for Release Per Estimate No. 7	-
Authorized for Release Per Estimate No. 8	-
Authorized for Release Per Estimate No. 9	-
Authorized for Release Per Estimate No. 10	-
Subtotal	352,625.65
Balance Remaining In Letter Of Credit Through This Statem	1,347,774.10

APPROVALS


	1/31/23
Marathon Engineering	Date
Owner	1-31-23
	Date
Town Engineer	Date
Town of Mendon	Date



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

Prepared For: Riedman Construction, LLC
 45 East Avenue
 Rochester, NY 14604

APPROVALS:


 Marathon Engineering
 Date: 1/31/23
 Owner
 Date: 1-31-23
 Town Engineer
 Date:
 Town of Mendon
 Date:

Date: 1/31/2023
 Reduction # 2

Summary

Section No.	Section Description	Original Amount (\$)	Completed This Release	Retainage This Release	Authrzd This Release	Tot \$ Prvsly Authrzd	Tot Prvs Retainage \$	Tot Remng LOC \$
2	EARTHWORK	\$252,900.00	\$ 156,675.00	\$ 15,667.50	\$ 141,007.50	\$ -	\$ -	\$111,892.50
3	EROSION CONTROL	\$83,686.75	\$ 14,884.50	\$ 1,488.45	\$ 13,396.05	\$ -	\$ -	\$70,290.70
6	STORM SYSTEM	\$445,735.50	\$ 100,469.00	\$ 10,046.90	\$ 90,422.10	\$ -	\$ -	\$355,313.40
7	WATER SYSTEM	\$211,505.00	\$ -	\$ -	\$ -	\$ 43,686.00	\$ 4,854.00	\$167,819.00
9	ROADWAY SYSTEM	\$313,937.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$313,937.50
11	LANDSCAPING & MISCELLANEOUS	\$52,555.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$52,555.00
	SUB-TOTAL	\$1,360,319.75	\$ 272,028.50	\$ 27,202.85	\$ 244,825.65	\$ 43,686.00	\$ 4,854.00	\$1,071,808.10
	10% Contingency	\$136,032.00	\$ 27,203.00	\$ -	\$ 27,203.00	\$ 4,854.00	\$ -	\$103,975.00
	OWNERS GUARANTEE 5%	\$68,016.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$68,016.00
	MUNICIPAL OBSERVATION 10%	\$136,032.00	\$ 27,203.00	\$ -	\$ 27,203.00	\$ 4,854.00	\$ -	\$103,975.00
	OVERALL TOTAL LOC	\$1,700,399.75	\$ 326,434.50	\$ 27,202.85	\$ 299,231.65	\$ 53,394.00	\$ 4,854.00	\$1,347,774.10

Section 2 EARTHWORK

Item Number	Item Description	Total Quantity	Unit	Unit Price (\$)	Total Price (\$)	Qty this Stmt	\$ this Stmt	Qty Cmpltd Previously	\$ Cmpltd Previously	Remaining Quantity	Remaining \$
2.1	TOPSOIL STRIPPING AND STOCKPILE (ONLY AS REQUIRED FOR RESTORATION)	10,000	CY	5.00	50,000.00	7,500	\$ 37,500.00	-	\$ -	2,500	\$12,500.00
2.2	SITE MASS EARTHWORK (INCLUDES SWMF)	45,400	CY	3.50	158,900.00	34,050	\$ 119,175.00	-	\$ -	11,350	\$39,725.00
2.3	TOPSOIL PLACEMENT IN R.O.W. & OPEN SPACE AREAS	6,000	CY	4.00	24,000.00	-	\$ -	-	\$ -	6,000	\$24,000.00
2.4	TOPSOIL PLACEMENT - LOT RESTORATION	4,000	CY	5.00	20,000.00	-	\$ -	-	\$ -	4,000	\$20,000.00
TOTAL EARTHWORK AND EROSION CONTROL							\$156,675.00		\$0.00		\$96,225.00

Section 3 EROSION CONTROL

Item Number	Item Description	Total Quantity	Unit	Unit Price (\$)	Total Price (\$)	Qty this Stmt	\$ this Stmt	Qty Cmpltd Previously	\$ Cmpltd Previously	Remaining Quantity	Remaining \$
3.1	SILT FENCE INCLUDES INSTALLATION, MAINTENANCE, AND REMOVAL	3,007	LF	4.00	12,028.00	1,805	\$ 7,220.00	-	\$ -	1,202	\$4,808.00
3.2	TEMPORARY SEDIMENTATION TRAP/BASIN	3	EA	250.00	750.00	2.70	\$ 675.00	-	\$ -	0.3	\$75.00
3.3	TEMPORARY DIVERSION SWALE	1,295	LF	3.25	4,208.75	1,166	\$ 3,789.50	-	\$ -	129	\$419.25
3.4	PAVEMENT INLET PROTECTION	14	EA	200.00	2,800.00	-	\$ -	-	\$ -	14	\$2,800.00
3.5	CHECK DAMS	4	EA	300.00	1,200.00	2	\$ 600.00	-	\$ -	2	\$600.00
3.6	PLUNGE POOL	1	EA	200.00	200.00	0.50	\$ 100.00	-	\$ -	0.5	\$100.00
3.6.1	OUTLET CONTROL PROTECTION CHECK DAM	1	EA	1,500.00	1,500.00	-	\$ -	-	\$ -	1	\$1,500.00
3.7	CONCRETE WASHOUT AREA	1	EA	2,000.00	2,000.00	-	\$ -	-	\$ -	1	\$2,000.00
3.8	CONSTRUCTION ENTRANCE	1	EA	2,500.00	2,500.00	1	\$ 2,500.00	-	\$ -	0	\$0.00
3.9	TEMPORARY RESTORATION OF HOUSE PADS DRIVEWAYS AND STOCKPILES	6	AC	4,000.00	24,000.00	-	\$ -	-	\$ -	6	\$24,000.00
3.10	PERMANENT RESTORATION	13	AC	2,500.00	32,500.00	-	\$ -	-	\$ -	13	\$32,500.00
TOTAL WATER MAIN SYSTEM							\$14,884.50		\$0.00		\$68,802.25

Section 6 STORM SYSTEM

Item Number	Item Description	Total Quantity	Unit	Unit Price (\$)	Total Price (\$)	Qty this Stmt	\$ this Stmt	Qty Cmpltd Previously	\$ Cmpltd Previously	Remaining Quantity	Remaining \$
6.1	12" PE STORM SEWER, INC. EXCAVATION,BEDDING AND BACKFILL,COMPLETE	1,109	LF	40.00	44360.00		\$ -		\$ -	1,109	\$44,360.00
6.2	15" PE STORM SEWER, INC. EXCAVATION,BEDDING AND BACKFILL,COMPLETE	912	LF	43.50	39672.00		\$ -		\$ -	912	\$39,672.00
6.3	18" PE STORM SEWER, INC. EXCAVATION,BEDDING AND BACKFILL,COMPLETE	192	LF	55.50	10656.00	77.00	\$ 4,273.50		\$ -	115	\$6,382.50
6.4	24" PE STORM SEWER, INC. EXCAVATION,BEDDING AND BACKFILL,COMPLETE	443	LF	67.50	29902.50	399.00	\$ 26,932.50		\$ -	44	\$2,970.00
6.5	4'-0" DIA. MANHOLE,COMPLETE	9	EA	7,000.00	63000.00	1.00	\$ 7,000.00		\$ -	8	\$56,000.00
6.6	6'-0" DIA. MANHOLE,COMPLETE	1	EA	12,000.00	12000.00		\$ -		\$ -	1	\$12,000.00
6.7	6" PVC STORM LATERAL WITH CLEANOUTS, COMPLETE	1,530	LF	35.00	53550.00	673.00	\$ 23,555.00		\$ -	857	\$29,995.00
6.9	18" METAL END SECTION	1	EA	425.00	425.00		\$ -		\$ -	1	\$425.00
6.1	24" METAL END SECTION	1	EA	525.00	525.00		\$ -		\$ -	1	\$525.00
6.11	BIO RETENTION (COMPLETE, INCL. UNDERDRAIN & OUTLET)	11,235	SF	12.00	134820.00	2,809.00	\$ 33,708.00		\$ -	8,426	\$101,112.00
6.12	OUTLET CONTROL STRUCTURE	1	EA	5,000.00	5000.00	1.00	\$ 5,000.00		\$ -		\$0.00
6.13	MEDIUM STONE (1' THICKNESS)	147	CY	75.00	11025.00		\$ -		\$ -	147	\$11,025.00
6.14	24" X 24" DROP INLET,COMPLETE	17	EA	2,400.00	40800.00		\$ -		\$ -	17	\$40,800.00
TOTAL STORM DRAINAGE SYSTEM					\$445,735.50				\$ -		\$345,266.50

Section 7 WATER SYSTEM

Item Number	Item Description	Total Quantity	Unit	Unit Price (\$)	Total Price (\$)	Qty this Stmt	\$ this Stmt	Qty Cmpltd Previously	\$ Cmpltd Previously	Remaining Quantity	Remaining \$
7.1	CONNECT INTO EXISTING MAIN	1	LS	1,500.00	1,500.00		\$ -		\$ -	1	\$1,500.00
7.2	8" DIP WATERMAIN INCLUDING, BEDDING, BACKFILL, TESTING, COMPLETE	1,618	LF	60.00	97,080.00		\$ -	809.00	\$ 48,540.00	809	\$48,540.00
7.3	HYDRANT AND GUARD VALVE ASSEMBLY, COMPLETE	4	EA	8,500.00	34,000.00		\$ -		\$ -	4	\$34,000.00
7.4	1"TYPE K WATER SERVICE,COMPLETE	1,041	LF	75.00	78,075.00		\$ -		\$ -	1,041	\$78,075.00
7.5	DISINFECTION/BLOWOFF/SAMPLING TAP	1	EA	850.00	850.00		\$ -		\$ -	1	\$850.00
TOTAL ROADWAY SYSTEM					\$211,505.00		\$0.00		\$48,540.00		\$162,965.00

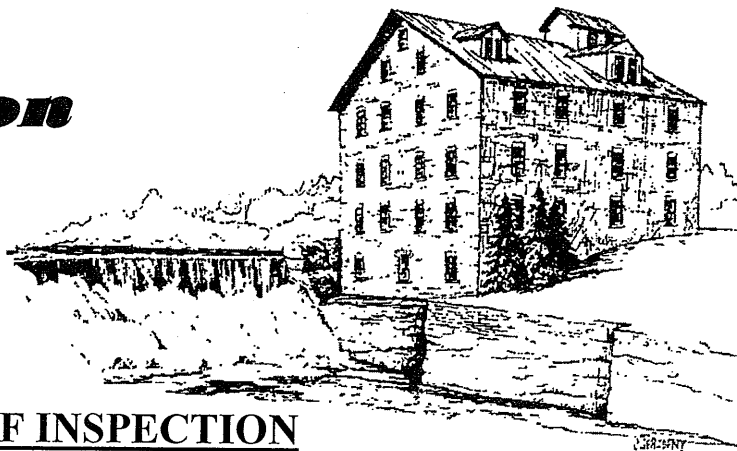
Section 9 ROADWAY SYSTEM

Item Number	Item Description	Total Quantity	Unit	Unit Price (\$)	Total Price (\$)	Qty this Stmt	\$ this Stmt	Qty Cmpitd Previously	\$ Cmpitd Previously	Remaining Quantity	Remaining \$
9.1	ROAD BOXOUT INCLUDING EXCAVATION, SHAPING, ROLLING, AND PROOF ROLLING (41,700 SF)	2,834	CY	4.00	11,336.00	-	\$ -	-	\$ -	2,834	\$11,336.00
9.2	GEOTEXTILE FABRIC (2) 6" LIFT TYPE 1 CRUSHER RUN STONE (NYS DOT ITEM NO. 304.11)	4,630	SY	1.25	5,787.50	-	\$ -	-	\$ -	4,630	\$5,787.50
9.3	3" LIFT TYPE 2 CRUSHER RUN STONE (NYS DOT ITEM NO. 304.12)	1,544	CY	40.00	61,760.00	-	\$ -	-	\$ -	1,544	\$61,760.00
9.4	3" TYPE 3 BINDER (NYS DOT ITEM NO. 403.138902)	370	CY	40.00	14,800.00	-	\$ -	-	\$ -	370	\$14,800.00
9.5	1.5" TYPE 7F2 TOP (NYS DOT ITEM NO. 403.198202)	4,631	SY	19.00	87,989.00	-	\$ -	-	\$ -	4,631	\$87,989.00
9.6	4" WEEP PIPE, COMPLETE	4,631	SY	11.00	50,941.00	-	\$ -	-	\$ -	4,631	\$50,941.00
9.7	30' WIDE CONCRETE GUTTER, COMPLETE	3,012	LF	10.00	30,120.00	-	\$ -	-	\$ -	3,012	\$30,120.00
9.8		3,012	LF	17.00	51,204.00	-	\$ -	-	\$ -	3,012	\$51,204.00
TOTAL ROADWAY SYSTEM					\$313,937.50		\$0.00		\$0.00		\$313,937.50

Section 1 LANDSCAPING & MISCELLANEOUS

Town of Mendon

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



NOTICE OF INSPECTION

February 3, 2023

Mary Hastings
5 Old French Rd.
Honeoye Falls, NY 14472

PARCEL ID:

Tax #221.01-2-27
5 Old French Rd.

Dear Mary:

In response to a complaint made on Dec. 8, 2023, regarding possible light trespass to your home on the parcel indicated above, I was able to perform an inspection of an exterior lighting fixture located on the attached garage of 22 Rolling Plains East. At the time of inspection, I observed the following conditions:

On Feb. 1, 2023, at 7:10 pm, I drove down Rolling Plains East, passing the residence of Mr. Anthony Saporito (22 Rolling Plains East) at which time a motion sensing twin head flood lamp was activated. The light fixture was aimed down the driveway to the North, and stayed on for approximately 1-2 minutes, then turned off. After turning the vehicle around on Old French Road, I again drove past the residence at which time the flood light activated again. I attempted to measure the lighting intensity from the road right of way in front of 22 Rolling Plains, with an exposure meter, however the light intensity was not great enough to register on the meter. Subsequently I recalibrated the meter and attempted several other readings from adjacent locations and was unable to record any greater than 0.1 footcandles in front of the home. Finding no clear violations of light trespass according to the town lighting ordinance, a significant amount of glare was noted. At 7:18pm I concluded the testing and exited the neighborhood.

In good faith, I will send the property owners at 22 Rolling plains a letter explaining the Town's lighting regulations outlined in chapter 260 Article XIII., and request that they submit details demonstrating that the lighting fixture meets these requirements. I will also inform the resident that lighting in residential zones shall not be visible above ground level at the adjoining public roadway pavement edge or 25 feet beyond the property line or at an adjacent dwelling unit.

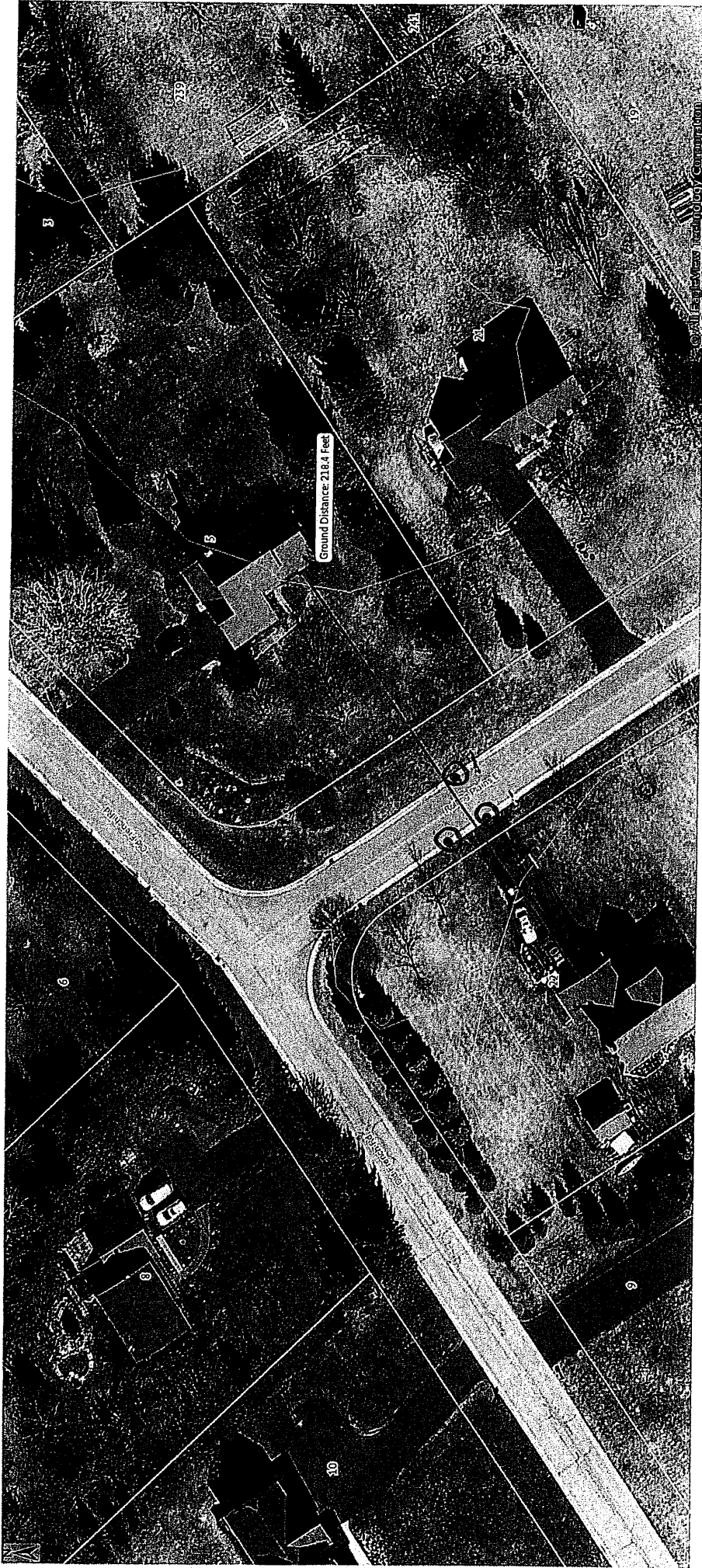
Respectfully,

Corey T. Gates
Building Inspector

cc: file

22 Rolling Plains

MARY HASTINGS
5 OLD FRENCH RD.

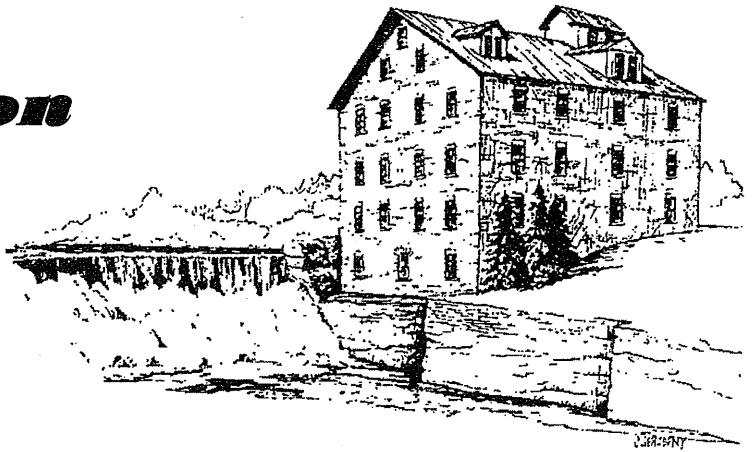


ANTHONY SAPARITO
22 ROLLING PLAINS

⊙ APPROXIMATE METER READING / TEST
LOCATIONS.

Town of Mendon

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



January 20, 2023

MEMO TO: The Honorable Town Board

FROM: Corey T. Gates, Code Enforcement Officer

RE: 2022 Annual Report for Building Department / Fire Marshall

Issued 158 Total Building Permits

Issued 4 Single Family Dwelling Permits

Completed 493 Building Inspections

Traveled 6935 Miles

The Town received \$24,549.20 in Building Permit Fee Revenue

Issued 31 Zoning Violations

Completed 69 Fire Safety & Property Maintenance Inspections

Responded to 4 fires, and 2 emergency events