

**TOWN OF MENDON**  
**Town Board Agenda – Tentative**  
**Monday, February 12, 2024 – 7:00PM**  
**Mendon Town Hall**  
**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. Town Clerk's Monthly Report
7. Minutes
8. Finger Lakes Building Officials Association Educational Conference – Attendance
9. Abstract of Audited Vouchers
10. Fee Schedule – Amendment
11. Excavation and Filing Permit Application Form – Approval
12. Highway Department Purchases
13. NYS County Highway Superintendent Association 2024 Advocacy Day – Attendance
14. Declaration of Surplus
15. Public Comment
16. Adjournment

**TENTATIVE LIST OF POSSIBLE RESOLUTIONS TO BE CONSIDERED AT THE:  
February 12, 2024, Regular Town Board Meeting**

**1. CALL TO ORDER**

**2. PLEDGE OF ALLEGIANCE**

**3. AGENDA**

**(Resolution 24-\_\_\_)**

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

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

**4. PUBLIC COMMENT**

**5. COMMUNICATIONS**

**Town Clerk**

**Highway Superintendent**

**Town Attorney**

**Town Board**

**Supervisor**

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

**(Resolution 24-\_\_\_)**

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to acknowledge receipt of the Town Clerk's Monthly Report for January 2024, showing receipts and disbursements in the amount of \$14,616.57.

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

**7. MINUTES**

**(Resolution 24-\_\_\_)**

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve the minutes of the regular meeting held on January 29, 2024, as presented and/or amended.

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

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*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. FINGER LAKES BUILDING OFFICIALS ASSOCIATION EDUCATIONAL CONFERENCE – ATTENDANCE**

### ***(Resolution 24-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve the attendance of Code Enforcement Officer Corey Gates and Deputy Building Inspector Tim Fess at the Finger Lakes Building Officials Educational Conference, to be held March 11-13, 2024, at the RIT Inn and Conference Center. All necessary and legal expenses to be paid, not to exceed \$860.00 (includes 2024 annual dues), to be paid from account B3620.401.

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

## **9. VOUCHERS**

### **General Abstract**

#### ***(Resolution 24-\_\_\_)***

A motion was made by Mr/s. \_\_\_\_\_, seconded by Mr/s. \_\_\_\_\_, to approve all claims on vouchers numbered 24-082 to 24-130, on General Abstract 24-02, in the amount of \$455,580.98.

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

### **Library Abstract**

Library vouchers numbered 24-007 to 24-023, on Library Abstract 24-02, in the amount of \$7,853.28, were presented to the Town Board for payment.

## **10. FEE SCHEDULE – AMENDMENT**

### ***(Resolution 24-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to amend the Fee Schedule to change the Dog Impoundment fee to \$28.00/day.

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

## **11. EXCAVATION AND FILING PERMIT APPLICATION FORM – APPROVAL**

### ***(Resolution 24-\_\_\_)***

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to approve the submitted Excavation and Filing Permit Application Form prepared by the Code Enforcement Office and reviewed by the Town Attorney, for use by Town Departments.

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

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## **12. HIGHWAY DEPARTMENT PURCHASES**

### **Air Conditioning Parts – Truck 91**

#### **(Resolution 24-\_\_\_)**

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to authorize the purchase of air conditioning parts for Truck 91 from Kenworth Northeast Group Inc. at a cost not to exceed \$3,420.64, to be paid from account DA5130.400.

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

### **Drive Tires for Dump Trucks**

#### **(Resolution 24-\_\_\_)**

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to authorize the purchase of 11R24.5 Goodyear drive tires for dump trucks from Sedam Tire at a cost not to exceed \$3,413.20, to be paid from account DA5130.400. This quote was lower than the state bid price.

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

## **13. NYS COUNTY HIGHWAY SUPERINTENDENT ASSOCIATION 2024**

### **ADVOCACY DAY – ATTENDANCE**

#### **(Resolution 24-\_\_\_)**

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to approve the attendance of Highway Superintendent Andrew Caschetta at the NYS County Highway Superintendent Association 2024 Advocacy Day, to be held March 5-6, 2024 at the Hilton Albany. All necessary and legal expenses to be paid, not to exceed \$215.00, to be paid from account A5010.460.

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

## **14. DECLARATION OF SURPLUS**

#### **(Resolution 24-\_\_\_)**

A motion was made by Mr./s \_\_\_\_\_, seconded by Mr./s \_\_\_\_\_, to declare the following items as surplus and authorize their disposition:

1999 72" Ransome Mower (to be sold at auction)

2020 60" Zero Turn Ferris Mower (to be sold at auction)

Various tires from pick-ups and dump trucks

Various scrap metals

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

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**15. PUBLIC COMMENT****16. ADJOURNMENT**

***(Resolution 24-\_\_\_)***

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; Ms. Roberts, Aye/Nay; Mr. Rosiek, Aye/Nay; Mr. Moffitt, Aye/Nay.

*Numbers correspond with Tentative Agenda.*

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# TOWN CLERK'S MONTHLY REPORT

TOWN OF MENDON, NEW YORK

JANUARY, 2024

TO THE SUPERVISOR:

PAGE 1

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

<b>A1255</b>					
	<u>2</u>	DECALS		<u>1.66</u>	
	<u>1</u>	MARRIAGE TRANSCRIPT		<u>10.00</u>	
		<b>TOTAL TOWN CLERK FEES</b>			<b>11.66</b>
<hr/>					
<b>A2408</b>					
	<u>2</u>	COMMUNITY CENTER USAGE		<u>210.00</u>	
	<u>1</u>	SEMMEL RD FARM LEASE		<u>900.00</u>	
		<b>TOTAL A2408</b>			<b>1,110.00</b>
<hr/>					
<b>A2544</b>					
	<u>37</u>	DOG LICENSES		<u>209.00</u>	
		<b>TOTAL A2544</b>			<b>209.00</b>
<hr/>					
<b>B2115</b>					
	<u>2</u>	P B PUBLIC HEARING		<u>200.00</u>	
	<u>2</u>	P B APP SUB <5		<u>300.00</u>	
	<u>2</u>	P B APP PER LOT		<u>100.00</u>	
	<u>1</u>	P B SPECIAL USE		<u>250.00</u>	
		<b>TOTAL B2115</b>			<b>850.00</b>
<hr/>					
<b>B2555</b>					
	<u>4</u>	BUILDING PERMIT		<u>1,261.80</u>	
	<u>1</u>	COPY OF ISSUED PERMIT		<u>5.00</u>	
		<b>TOTAL B2555</b>			<b>1,266.80</b>
<hr/>					
<b>B2590</b>					
	<u>2</u>	BURN PERMIT		<u>50.00</u>	
		<b>TOTAL B2590</b>			<b>50.00</b>
<hr/>					
<b>B2770</b>					
	<u>1</u>	ENGINEERING FEE		<u>3,301.41</u>	
	<u>2</u>	ENG REV ADV SUB/LOT		<u>400.00</u>	
		<b>TOTAL B2770</b>			<b>3,701.41</b>
<hr/>					
<b>B2771</b>					
	<u>1</u>	MIGRATION/MENDO		<u>10.00</u>	
	<u>1</u>	MURDER AND MAYHEM		<u>20.00</u>	
	<u>1</u>	FROM FORESTS TO FARMING		<u>10.00</u>	
	<u>1</u>	TRAILS WESTWARD TO MENDN		<u>10.00</u>	
	<u>2</u>	MENDON PONDS PARK		<u>50.00</u>	
	<u>1</u>	SENIOR CITIZN ACTIVITIES		<u>3,500.00</u>	
		<b>TOTAL B2771</b>			<b>3,600.00</b>

# TOWN CLERK'S MONTHLY REPORT

JANUARY, 2024

page 2

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<b>DB2306</b>	<u>1</u>	SCHOOL SALT	<u>684.28</u>	
		<b>TOTAL DB2306</b>		<b>684.28</b>
<hr/>				
<b>L2770</b>	<u>2</u>	EV CHARGING STATION	<u>62.08</u>	
		<b>TOTAL L2770</b>		<b>62.08</b>
<hr/>				
<b>T670.1</b>	<u>2</u>	RECREATION FEE	<u>3,000.00</u>	
		<b>TOTAL T670.1</b>		<b>3,000.00</b>

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**TOWN CLERK'S MONTHLY REPORT**

JANUARY, 2024

page 3

**DISBURSEMENTS**

* PAID TO SUPERVISOR FOR GENERAL FUND	1,330.66
* PAID TO SUPERVISOR FOR PART TOWN FUND	9,468.21
* PAID TO SUPERVISOR FOR HIGHWAY	684.28
* PAID TO SUPERVISOR FOR LIBRARY FUND	62.08
* PAID TO SUPERVISOR FOR CONSTRUCTION FEES	3,000.00
PAID TO NYS DEC FOR DECALS	28.34
PAID TO NYS ANIMAL POPULATION CONTROL FUND	43.00
<b>TOTAL DISBURSEMENTS</b>	<b>14,616.57</b>

\* paid to supervisor = \$14,545.23

FEBRUARY 1, 2024

\_\_\_\_\_, 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

\_\_\_\_\_ day of \_\_\_\_\_ 20\_\_

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





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

**Department of  
 Environmental  
 Conservation**

Phone 1-800-962-5622

Invoice 2068-163555

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

Invoice Period: **01/01/2024** to **01/31/2024**

**Invoice Summary**

<b>Sales Summary</b>				
	Items Sold	Sales Total	Vendor Commission	Sweep Amount
	2	\$30.00	\$1.66	\$28.34
<b>Reversals / Voids Summary</b>				
	Items Reversed / Voided	Reversal / Void Total	Vendor Commission	Sweep Amount
	0	\$0.00	\$0.00	\$0.00
<b>Manual Adjustment Summary</b>				
	Adjustment Note	Adjustment Type	Adjustment Amount	
<b>Invoice Totals</b>				Sweep \$28.34

**\$28.34** Will be swept from your bank account on **2/14/2024**



**Department of  
Environmental  
Conservation**

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

Phone 1-800-962-5622

Invoice 2068-163555

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

Invoice Period: **01/01/2024** to **01/31/2024**

**Product Summary**

Product Name	Sales			Reversals / Voids			Net		
	Quantity	Vendor	State	Quantity	Vendor	State	Total	Vendor	State
Resident Senior Fishing	1	\$0.28	\$4.72	0	\$0.00	\$0.00	\$5.00	\$0.28	\$4.72
Resident Fishing	1	\$1.38	\$23.62	0	\$0.00	\$0.00	\$25.00	\$1.38	\$23.62
<b>Totals</b>	<b>2</b>	<b>\$1.66</b>	<b>\$28.34</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$30.00</b>	<b>\$1.66</b>	<b>\$28.34</b>

**\$28.34** Will be swept from your bank account on **2/14/2024**



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

**Department of  
 Environmental  
 Conservation**

Phone 1-800-962-5622

Invoice 2068-163555

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

Invoice Period: **01/01/2024 to 01/31/2024**

**Daily Summary**

Date	Sales			Reversals / Voids			Net		
	Quantity	Vendor	State	Quantity	Vendor	State	Total	Vendor	State
01/16/2024	1	\$0.28	\$4.72	0	\$0.00	\$0.00	\$5.00	\$0.28	\$4.72
01/17/2024	1	\$1.38	\$23.62	0	\$0.00	\$0.00	\$25.00	\$1.38	\$23.62
01/18/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/19/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/20/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/21/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/22/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/23/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/24/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/25/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/26/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/27/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/28/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/29/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/30/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
01/31/2024	0	\$0.00	\$0.00	0	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
<b>Totals</b>	<b>2</b>	<b>\$1.66</b>	<b>\$28.34</b>	<b>0</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$30.00</b>	<b>\$1.66</b>	<b>\$28.34</b>

**\$28.34** Will be swept from your bank account on **2/14/2024**

TOWN OF MENDON

**Detail of Decals Transactions**

For the period 01/01/2024 through 01/31/2024

02/01/2024

09:01:52

<b>Date</b>	<b>Gross Sales</b>	<b>Commission</b>	<b>Net Sales</b>
01/16/2024	5.00	0.28	4.72
01/17/2024	25.00	1.38	23.62
<b>Grand Total:</b>	<b>30.00</b>	<b>1.66</b>	<b>28.34</b>

# Monthly Report of Marriage Licenses Issued

SEE INSTRUCTIONS AT BOTTOM OF PAGE

Report for the month of <u>JANUARY</u> <u>2024</u>	<b>Do not write in this area</b>	DEP. NO. _____
City or Town of <u>MENDON</u>		\$ _____
County of <u>MONROE</u>		CHECK # _____

Licenses numbered from NONE to NONE inclusive. # of Military Exemptions: \_\_\_\_\_  
 \*If only ONE license was issued, place license number in both spaces. # of Skipped Licenses: \_\_\_\_\_  
 \*If NO licenses were issued, write "NONE" in both spaces. # of Voided Licenses: \_\_\_\_\_

Pursuant to the provisions of Section 15 of the Domestic Relations Law, 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.

Make remittance by CHECK or MONEY ORDER payable to the State Department of Health  DO NOT SEND CASH	Name of City or Town Clerk (Please type or print)	
	<u>Michelle Booth</u>	
Amount of remittance with this report  \$ <u>0.00</u>	Signature of City or Town Clerk	Date
	<u>Michelle Booth</u>	<u>02/01/2024</u>
	Mailing Address	Zip
	<u>16 WEST MAIN STREET</u>	<u>14472</u>
	<u>HONEOYE FALLS NY</u>	Phone
	E-mail Address	<u>(585) 624-6060</u>

### INSTRUCTIONS

This Monthly Report of Marriage Licenses issued must be submitted to the New York State Department of Health at the above address for each month whether or not any licenses were issued. If no licenses were issued, indicate NONE in the spaces provided for license numbers.

The issuance of a marriage license makes you responsible for the remittance fee of \$22.50 whether or not the marriage ceremony is ever performed. An exception to the mandatory remittance is when either of the parties applying for such license is a member of the armed forces of the U.S. on active duty.

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, 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 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, 2024

County: MONROE

Code: 26

TOWN OF MENDON

Code: 09

Prepared by: Michelle Booth, TOWN CLERK

Date Prepared: FEBRUARY 1, 2024

## Dog License Monthly Report

Original ID Dog Licenses sold	7
Original Purebred License sold	0
Dog License Renewals sold	30
Purebred License Renewals sold	0
<b>Total sold</b>	<b>37</b>

LICENSE TYPES AND FEES COLLECTED	<u>Quantity</u>	<u>Local Fees</u>	<u>Surcharge Fees</u>
Spayed and Neutered Dogs	34	\$5.00 ea <u>170.00</u>	\$1.00 ea <u>34.00</u>
Unspayed and Unneutered Dogs	3	\$12.00 ea <u>36.00</u>	\$3.00 ea <u>9.00</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	37	206.00	43.00

### REPLACEMENT AND PUREBRED TAG ORDERS

Replacement Tags	1	3.00
Purebred Tags	0	0.00
Total tags sold	1	3.00

### DISBURSEMENTS

Paid to Supervisor	\$209.00
Paid to NYS Animal Population Control Program	\$43.00

# TOWN OF MENDON

## A1090 - A2770 Transaction Report

For the period 01/01/2024 through 01/31/2024

Type	Date	Comment	Name	Quantity	Fee
<b>A1255</b>					
1.MT	01/25/2024		ROBERTS, THOMAS	1	10.00
				<b>1</b>	<b>10.00</b>
<b>A2408</b>					
2.COMM	01/26/2024	USED ON 1/20/24	ROMEISER	1	120.00
3.COMM	01/26/2024	USED ON 1-18-24	VILLAGER CONDOMINIUMS	1	90.00
				<b>2</b>	<b>210.00</b>
4.FRML	01/23/2024	FOR 2023	MEISENZAHN FARMS LLC	1	900.00
				<b>1</b>	<b>900.00</b>
			<b>Total for A Fund:</b>	<b>4</b>	<b>1,120.00</b>
			<b>Total Sales</b>	<b>4</b>	<b>1,120.00</b>

# TOWN OF MENDON

## B1900 - DB5142 Transaction Report

For the period 01/01/2024 through 01/31/2024

Type	Date	Comment	Name	Quantity	Fee
<b>B2115</b>					
1.PAPL	01/12/2024	18 CHAMBERLAIN RD	PROKUPETS SUBDIVISION	2	100.00
				<b>2</b>	<b>100.00</b>
2.PASL	01/12/2024	18 CHAMBERLAIN RD	PROKUPETS SUBD	1	150.00
3.PASL	01/17/2024	1263 PITTS MENDON RD	GARVEY ADMIN RESUB	1	150.00
				<b>2</b>	<b>300.00</b>
4.PBPH	01/12/2024	18 CHAMBERLAIN RD	PROKUPETS SUBD	1	100.00
5.PBPH	01/23/2024	3897 RUSH MENDON RD	MCCABE SPECIAL USE PERMIT	1	100.00
				<b>2</b>	<b>200.00</b>
6.PBSU	01/23/2024	3897 RUSH MENDON RD	MCCABE SPECIAL USE	1	250.00
				<b>1</b>	<b>250.00</b>
<b>B2555</b>					
7.BCOP	01/31/2024	73 TAYLOR RD	WELLS - LACY KATZEN	1	5.00
				<b>1</b>	<b>5.00</b>
8.BLDG	01/08/2024	R8799 - 76 STONYRDGE - REMDL	GILLOTT	1	100.00
9.BLDG	01/23/2024	8995 - 143 CHS FCTRY - WD STV	CEBULA	1	50.00
10.BLDG	01/25/2024	BAUMER, 232 CHAMBERLAIN, RENO	MCKINNON CONSTRUCTION	1	100.00
11.BLDG	01/30/2024	8997 - LOT13 MENDON GRN - SFD	ANTONELLI CONSTRUCTION	1	1,011.80
				<b>4</b>	<b>1,261.80</b>
<b>B2590</b>					
12.BURN	01/03/2024	14 MENDONSHIRE DR	WINSKI	1	25.00
13.BURN	01/31/2024	5 KINGSBRIDGE LN	PENAMONTE	1	25.00
				<b>2</b>	<b>50.00</b>
<b>B2770</b>					
14.EASL	01/12/2024	18 CHAMBERLAIN RD	PROKUPETS SUBD	2	400.00
				<b>2</b>	<b>400.00</b>
15.ENGF	01/03/2024	INV#209696 PD BY S BATTLE	BATTERSON, SCOTT	1	3,301.41
				<b>1</b>	<b>3,301.41</b>
<b>B2771</b>					
16.FARM	01/02/2024			1	10.00
				<b>1</b>	<b>10.00</b>
17.MIGM	01/25/2024		KUHN, WENDY	1	10.00
				<b>1</b>	<b>10.00</b>
18.MPPK	01/25/2024		BARBER, STEVEN	1	25.00
19.MPPK	01/31/2024			1	25.00
				<b>2</b>	<b>50.00</b>
20.MRDR	01/02/2024			1	20.00
				<b>1</b>	<b>20.00</b>
21.SENR	01/22/2024	VILLAGE CONTRIBUTION	HONEOYE FALLS VILLAGE	1	3,500.00
				<b>1</b>	<b>3,500.00</b>
22.TRLS	01/25/2024		KUHN, WENDY	1	10.00
				<b>1</b>	<b>10.00</b>



Type	Date	Comment	Name	Quantity	Fee
			<b>Total for B Fund:</b>	<b>24</b>	<b>9,468.21</b>
<b>DB2306</b>					
23.SCHS	01/22/2024	DEC 2023 ROAD SALT	HFL SCHOOL DISTRICT	1	684.28
				<b>1</b>	<b>684.28</b>
			<b>Total for DB Fund:</b>	<b>1</b>	<b>684.28</b>
<b>Total Sales</b>				<b>25</b>	<b>10,152.49</b>

02/01/2024  
10:20:06

# TOWN OF MENDON

## J2089 - T670.1 Transaction Report

For the period 01/01/2024 through 01/31/2024

Type	Date	Comment	Name	Quantity	Fee
<b>L2770</b>					
1.L277	01/02/2024	EV SITE REIMBURSEMENT	ZECO SYSTEMS	1	34.99
2.L277	01/29/2024	INVOICE 12/23	ZECO SYSTEMS INC	1	27.09
				<b>2</b>	<b>62.08</b>
<b>Total for L Fund:</b>				<b>2</b>	<b>62.08</b>
<b>T670.1</b>					
3.RECF	01/26/2024	TAYLOR RD	BATTLE SITE PLAN/SUBD	2	3,000.00
				<b>2</b>	<b>3,000.00</b>
<b>Total for T Fund:</b>				<b>2</b>	<b>3,000.00</b>
<b>Total Sales</b>				<b>4</b>	<b>3,062.08</b>

A regular meeting of the Mendon Town Board was held at 7:00 PM, Monday, January 29, 2024, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

<b>PRESENT:</b>	John D. Moffitt, <i>Supervisor</i>		
	Cynthia M. Carroll	}	
	Thomas Dubois	}	<i>Town Board</i>
	Kimberly Roberts	}	<i>Members</i>
	Brent Rosiek		

**TOWN CLERK:** Michelle Booth

**HIGHWAY SUPERINTENDENT:** Andrew Caschetta

**OTHERS PRESENT:** Danny Bassett, Jeff Clark, Ted Trybus, and 1 other.

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

**AGENDA**

***(Resolution 24-069)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to adopt the agenda as amended. Agenda items 20-22 were changed to pay three separate vouchers and the remaining items were renumbered accordingly.

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

**PUBLIC COMMENT**

There were no comments.

**COMMUNICATIONS**

**TOWN CLERK, Michelle Booth,** reported paying the Town Supervisor the total Town and County warrant, in the amount of \$3,077,878.00. The collection of full payments will continue through February 12<sup>th</sup> without penalties. Employees' payroll checks will be mailed out each pay week, starting with the February 2<sup>nd</sup> pay period. Ms. Booth reports working with the dog control officer, Joel Taylor, to reach a solution for the lack of dog boarding facility required by the State. She reports that she is almost finished finalizing the dates for the Mobile Mammogram Unit and the Rabies Clinic this fall.

**HIGHWAY SUPERINTENDENT, Andrew Caschetta,** reported on Town and County highway business.

He is still working on a solution to the new truck purchase, handling snow and ice removal, and has purchased a new mini excavator. He reported that the Town of Rush has been purchasing fuel from Mendon while theirs is being replaced. Mr. Caschetta would also like to establish a Highway Facebook page.

**TOWN BOARD**

**Brent Rosiek** received a very nice compliment from the Senior Citizens group, they appreciate the Town-supported activities. He reported on the Zoning and Planning Board business; met with the Supervisor and Code Enforcement Officer to discuss Chapters 138 and 159 as they pertain to the Historic Preservation Committee, and reviewed potential local laws for Zoning Amendments; and teleconferenced with the Office of Cannabis Management. Mr. Rosiek reported on the Mendon Community Business Association's events. They had a lunch meeting on January 16 and are planning some activities for the April 8<sup>th</sup> solar eclipse. Mr. Rosiek stated there will be a Rotary Sponsored, Casino Night at the Westminster on March 2<sup>nd</sup>. He met with MRB and attended the opening of Caife Erin in the Hamlet. Lastly, he is looking into grant funding for the Town.

**Kim Roberts** reported on the Zoning Board of Appeals business and stated Tom Voorhees is a great asset to the board because of his extensive years with the Town and knowledge of the properties. She reported attending the newly elected town officials' school and the opening of Caife Erin.

**Cynthia Carroll** reported attending the opening of Caife Erin.

**Thomas Dubois** reported that the table hockey table at the Mendon Youth Center will need to be replaced soon.

**SUPERVISOR, John Moffitt**, reviewed the annual Building Department report with the Board; he distributed the 284 agreement to be signed by the board members; he met with Don Young about code changes; he reported on the new State Surcharge Law that will take effect on February 11<sup>th</sup>; he visited the new smoke shop in the Hamlet; has met with Danny Bassette about replacing office computers per the rotation schedule; he reported on the new Insurance provider; gave an update on the new Mendon Youth Center employees; he stated the power outage on January 6<sup>th</sup> went very smoothly; he asked the Highway Supervisor about an accident that occurred on January 13 with a Town-owned vehicle and advised Mr. Caschetta to notify the Town Board if something like this ever happens; Mr. Moffitt met with the Zoning Board of Appeals before their last meeting; he is finalizing the contract with the new human resources company and expects to have it done before the next meeting; and finally he reports being summoned to report for Grand Jury from February 22 to March 22.

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

##### ***(Resolution 24-070)***

A motion was made by Mr. Rosiek, seconded by Mrs. Roberts, to acknowledge receipt of the Supervisor's Monthly Report for December 2023.

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

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

##### ***(Resolution 24-071)***

A motion was made by Mrs. Roberts, seconded by Mrs. Carroll, to acknowledge receipt of the Town Clerk's Monthly Report for December 2023, showing receipts and disbursements in the amount of \$5,620.15.

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

#### **MINUTES**

##### ***(Resolution 24-072)***

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to approve the minutes of the special meeting held on December 28, 2023, and the Organizational meeting held on January 2, 2024, as presented.

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

#### **BUDGET TRANSFERS**

##### ***(Resolution 24-073)***

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

##### **2023 Final Budget Adjustments**

To	A1410.110	Town Clerk Staff	\$384.66
From	A1410.410	Town Clerk Travel/Dues	\$384.66
To	A1620.100	Building Town Hall Personnel	\$932.61
From	A1620.111	Youth Center Director	\$932.61

01/29/2024

TOWN OF MENDON

REGULAR MEETING

To	A1620.405	Town Hall Telephone	\$324.20
From	A1620.404	Town Hall Security	\$324.20
To	A1620.413C	Comm. Center Maintenance	\$226.20
From	A1620.414	Comm Centre Utilities	\$226.20
To	A1620.421	22 N. Main Maintenance	\$25.83
From	A1620.422	22 N. Main Insurance	\$25.83
To	A1670.406	Postage	\$868.22
From	A1670.405	Law Publications	\$868.22
To	A5010.111	Highway Staff	\$1,089.34
From	A1220.110	Supervisor Staff	\$1,089.34
To	A5010.47	Highway Advertising	\$144.70
From	A5010.44	Highway Equipment Maintenance	\$144.70
To	A9901.906	Library Construction Bond	\$3,249.76
From	A9030.8	Social Security	\$3,249.76
To	DB5110.4	General Repairs Contractual	\$1,372.31
From	DB5110.1	General Repairs Personnel	\$1,372.31
To	B7550.41	Comm. Concert Band	\$1,000.00
From	B7550.45	Celebrations Holidays	\$1,000.00

#### 2024 Budget Adjustments

To	A1310.401	Finance- Purchased Services	\$25,000.00
From:	A1990.470	Contingent Account	\$25,000.00

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

#### VOUCHERS

##### General Abstract

##### *(Resolution 24-074)*

A motion was made by Mrs. Carroll, seconded by Mrs. Roberts, to approve all claims on vouchers numbered 24-001 to 24-081, on General Abstract 24-01, in the amount of \$474,086.85.

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

##### Library Abstract

Library vouchers numbered 24-001 to 24-006, on Library Abstract 24-01, in the amount of \$3,902.74, were presented to the Town Board for payment.

**ZONING BOARD OF APPEALS – APPOINTMENT*****(Resolution 24-075)***

A motion was made by Mrs. Roberts, seconded by Mrs. Carroll, to appoint Theodore Trybus to the Zoning Board of Appeals, term to expire December 31, 2027.

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

**ENVIRONMENTAL CONSERVATION BOARD – APPOINTMENT*****(Resolution 24-076)***

A motion was made by Mr. Dubois, seconded by Mr. Rosiek, to appoint Jeffrey Clark to the Environmental Conservation Board, term to expire December 31, 2025.

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

**DEPUTY TOWN HISTORIAN – APPOINTMENT*****(Resolution 24-077)***

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek, to appoint Christopher Carosa as Deputy Town Historian, term to expire on December 31, 2024.

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

**ARCHITECTURAL SERVICES CONTRACT – MEEHAN ARCHITECTURE*****(Resolution 24-078)***

A motion was made by Mr. Rosiek, seconded by Mrs. Roberts, to enter into a contract with Meehan Architecture for services related to the Town of Mendon Post #664 Community Center rear entrance project per their scope of work dated January 10, 2024, for an amount not to exceed \$4,800.00, and to be paid for with ARPA funding.

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

**MENDON GREEN – LETTER OF CREDIT REDUCTION AND MAINTENANCE BOND TERM*****(Resolution 24-079)***

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, and based upon the recommendations of MRB Group dated January 25, 2024, to reduce the Mendon Green subdivision owner's letter of credit to the lowest possible value, based on the work completed to date, to \$150,000.00. This will require a two (2) year maintenance bond upon receipt of dedication on streets offered for such.

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

**HAMLET PLANTERS – PURCHASE*****(Resolution 24-080)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to authorize the purchase of twenty (20) Pro-series 22 self-watering hanging baskets – black – from EarthPlanter, for a cost not to exceed \$3,948.00 and to be paid from account B7550.460.

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

**HIGHWAY DEPARTMENT PURCHASES – SNOWPLOW PARTS*****(Resolution 24-081)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to authorize the purchase of cutting edges and mushroom shoes from Chemung Supply, based on the Onondaga County bid, reference #0010660, for the amount of \$4,707.69, to be paid from account DA5130.200.

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

**PERSONNEL POLICY AMENDMENT – DISCUSSION**

There was a discussion about a policy change to allow unused vacation days to be rolled over to the next year.

**HIGHWAY DEPARTMENT HIRING – DISCUSSION**

There was a discussion regarding hiring a new employee to replace another employee who will be retiring in July.

***(Resolution 24-082)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to allow the Highway Superintendent to advertise a job opening. This employee would be hired to fill an opening of an anticipated retirement in July. A letter of intent, from the retiring employee, will need to be provided to the Town Board before hiring another employee.

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

**HIGHWAY DEPARTMENT PURCHASE – ANDY CASCHETTA*****(Resolution 24-083)***

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to pay Andrew Caschetta for a clothing reimbursement of \$39.99, to be paid from account DA9057.8.

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

**HIGHWAY DEPARTMENT PURCHASE – HARDING’S TOWING II*****(Resolution 24-084)***

A motion was made by Mrs. Carroll, seconded by Mrs. Roberts, to pay Harding’s Towing II, Invoice #P-267319, in the amount of \$850.00, to be paid from account DA5130.4, for Heavy Recovery towing services.

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

**HIGHWAY DEPARTMENT PURCHASE – AMERICAN ROCK SALT COMPANY*****(Resolution 24-085)***

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek, to pay American Rock Salt Company, Invoices # 0754374 & 0756850, in the amount of \$ 23,001.55, to be paid from account DB5148.4, for Bulk Ice Control Salt.

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

**PUBLIC COMMENT****ADJOURNMENT*****(Resolution 24-086)***

A motion was made by Mr. Dubois, seconded by Mr. Rosiek, to adjourn the meeting at 7:48 PM.

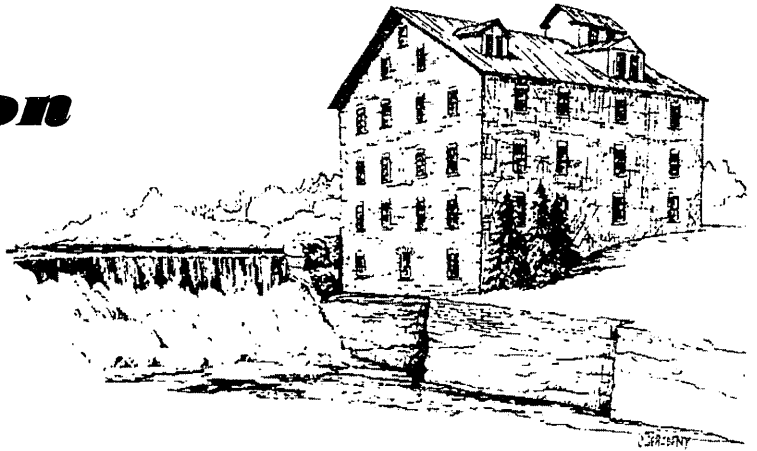
Adopted: Mrs. Carroll, Aye; Mr. Dubois, Aye; Mrs. Roberts, Aye; Mr. Rosiek, Aye; Mr. Moffitt, Aye

The full meeting can be viewed on the Town YouTube Channel:

<https://www.youtube.com/@townofmendonnny9281>

# ***Town of Mendon***

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



**TO:** The Honorable Town Board

**FROM:** Corey Gates, Code Enforcement Officer

**DATE:** February 9, 2023

**RE:** CE Training

I would like to request approval for myself and my Deputy Building Inspector – Tim Fess to attend the Finger Lakes Building Officials annual educational conference, to be held March 11-13, 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 2024 budget.

Respectfully,

Corey T. Gates





**Finger Lakes Building  
Officials Association, Inc.**

## **INVOICE**

**November 29, 2023**

**INVOICE No: CE1002310 - 2024**

**Payable To:**

**FLBOA**

**PO BOX 1117**

**PENFIELD NY 14526**

**Phone: 585-340-8635**

**Please mail a copy of this invoice with payment so we can process correctly.  
Or make sure all invoice numbers are included with the check.**

**Attendee:**

**COREY GATES**

**16 WEST MAIN STREET**

**HONEOYE FALLS NY 14472**

**Attendance at The FINGER LAKES BUILDING OFFICIALS EDUCATIONAL CONFERENCE  
March 11-13, 2024**

**\$400.00**

**2024 Annual Dues**

**\$ 60.00**

**TOTAL AMOUNT DUE**

**\$460.00**

**PLEASE MAKE CHECKS PAYABLE TO: FLBOA**

**TAX ID: 16-1169037**

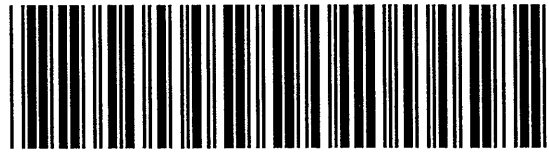
**NYS VENDOR ID: 1000028763**

**Registrar: Andy Suveges**

**Email: [suveges@penfield.org](mailto:suveges@penfield.org)**

**Fax: 585-340-8644**

**GATES , COREY  
REGISTRATION CONFIRMATION**



CE1002310

**PLEASE PRINT ALL PAGES OF  
THIS DOCUMENT IMMEDIATELY  
COREY**

**Congratulations. You have been confirmed for Attendance at  
The FINGER LAKES BUILDING OFFICIALS EDUCATIONAL CONFERENCE  
March 11-13, 2024**

**The Conference will be held at:  
RIT INN & CONFERENCE CENTER  
5257 WEST HENRIETTA ROAD  
HENRIETTA NY 14467**

**Pre-registration will be on Sunday March 10, 2024 from 3:00pm to 5:00pm.  
Registration resumes Monday March 11, 2024 at 6:30am.  
Class starts Monday March 11, 2024 at 7:45am SHARP and 8:00am the following days.**

**Please carefully review all information below for accuracy.**

**email any corrections to [register@codesclass.com](mailto:register@codesclass.com)**

**Last Name: GATES  
First Name: COREY  
Middle Initial:  
Title: CEO  
Address Line 1: 16 WEST MAIN STREET  
Address Line 2:  
City: HONEOYE FALLS  
State: NY  
Zip: 14472  
email: [buildinginspector@townofmendon.org](mailto:buildinginspector@townofmendon.org)  
Municipality or firm: TOWN OF MENDON  
NY Training Id Num: CE1002310  
FDID Num: 28815  
Phone Number: 585-624-6066  
Monday Meal: NO  
County: MONROE**

**GATES , COREY  
REGISTRATION CONFIRMATION**



CE1002310

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Address Line 2:  
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State: NY  
Zip: 14472  
email: [buildinginspector@townofmendon.org](mailto:buildinginspector@townofmendon.org)  
Municipality or firm: TOWN OF MENDON  
NY Training Id Num: CE1002310  
FDID Num: 28815  
Phone Number: 585-624-6066  
Monday Meal: NO  
County: MONROE**

**2024-2**

**GENERAL ABSTRACT**  
**No. 24-082 to No. 24-130**

**TOTAL**      **\$455,580.98**

**LIBRARY ABSTRACT**  
**No. 24-007 to No. 24-023**

**TOTAL**      **\$7,853.28**

Prepared by Bonnie H. Troney

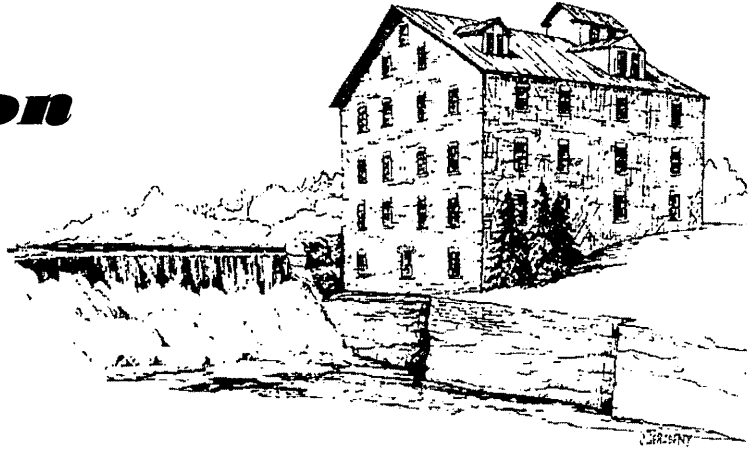
Abstract of General Vouchers 24-2				
082	Access Elevator	A1620.413C		\$ 389.45
083	Alliance Door and Hardware	A5132.410		\$ 215.00
084	American Rock Salt	DB5148.4		\$ 23,001.55
085	American Rock Salt	DB5148.4		\$ 42,954.89
086	Applied Business Systems	A1670.406		\$ 258.60
087	Benefit Resource	A1310.401	\$ 425.00	
		A9060.8	\$ 45.00	
		B9060.8	\$ 15.10	
		DA9060.8	\$ 51.20	
		DB9060.8	\$ 56.20	
		L9060.8	\$ 7.50	\$ 600.00
088	Boylan Code LLP	B8010.111		\$ 675.00
089	Callera, Jim	DA9057.8		\$ 120.00
090	Caschetta, Andy	DA9057.8		\$ 39.99
091	Charter Communications	A1620.414		\$ 99.99
092	Chemung Supply Corp	DB3310.4		\$ 1,334.75
093	Crane's Automotive	DA5130.4		\$ 21.00
094	Cylinder Services	DA5130.4		\$ 211.97
095	Deckman Oil, Co.	DA5130.4		\$ 78.74
096	Eastern Shore Associates	A1910.410	\$ 1,871.60	
		DB1910.4	\$ 305.00	\$ 2,176.60
097	F.L.B.O.A.	B3620.401		\$ 400.00
098	FNBO	A1010.410	\$ 130.27	
		A1220.410	\$ 65.14	
		A1410.410	\$ 40.89	
		A1610.41	\$ 172.08	
		A1670.401	\$ 106.70	
		A5132.42	\$ 105.91	
		B8010.420	\$ 59.00	\$ 679.99
099	Factory Auto Parts	DA5130.4		\$ 10.42
100	Fleetpride	DA5130.4		\$ 773.73
101	Harding's Towng II	DA5130.4		\$ 850.00
102	Higher Information Group	B1900.400		\$ 11.33
103	Honeoye Falls Marketplace	A1670.401		\$ 43.51
104	Honeoye Falls, Village of	B7450.4		\$ 2,079.40
105	Honeoye Falls, Village of	B4540.4	\$ 165,421.00	
		FS3410.4MFP	\$ 190,486.00	\$ 355,907.00
106	Innovative Municipal Products	DB5142.4		\$ 2,602.64
107	Jackson Welding & Gas Products	DA5130.4		\$ 10.40
108	Kenworth Northeast Group Inc.	DA5130.4		\$ 1,089.56
109	Lewis General Tire	DA5130.4		\$ 331.95
110	Mendon Meadows Marketplace	A1670.401		\$ 26.95
111	Milton Rents	DB5115.4		\$ 1,320.00
112	Monroe County Supervisors Assoc.	A1220.410		\$ 125.00
113	NOCO Engery Corp.	DB5110.4		\$ 5,432.44
114	National Grid	A1620.408	\$ 457.16	
		A1620.414	\$ 104.84	
		A1620.418	\$ 171.36	
		A5132.413	\$ 1,317.64	
		A7120.41	\$ 65.60	
		B5182.4	\$ 391.24	\$ 2,507.84
115	Power Drives, Inc.	DA5130.4		\$ 448.51
116	R.G. & E.	A7110.41		\$ 57.50
117	Radiomax	A5132.413		\$ 500.00
118	Sentinel Publications	A1670.409	\$ 92.25	
		B8020.401	\$ 59.25	\$ 151.50
119	Snap-On Tools	DA5130.4		\$ 134.83
120	Sunoco LP	DB5110.4		\$ 2,847.26
121	Tracey Road Equipment	DA5130.4		\$ 1,556.27
122	Tractor Supply Credit Plan	DA5130.4		\$ 25.83
123	Unifirst Corporation	DA9056.8		\$ 311.48
124	VP Supply	A5132.4		\$ 37.72
125	Van Bortel Ford, Inc.	DA5130.4		\$ 106.05
126	Verizon Wireless	A1220.410	\$ 37.99	
		A1620.418	\$ 18.31	
		A3510.440	\$ 18.27	
		B3620.45	\$ 32.44	\$ 107.01
127	Vern Valance	A5132.4		\$ 840.00
128	Weiders Pro Hardware	A1620.402	\$ 70.27	
		A1620.417	\$ 58.27	
		A5010.44	\$ 559.85	\$ 688.39
129	Woodcraft of Rochester	A1620.402		\$ 138.94
130	Young, Don, Esq.	B8020.111		\$ 1,250.00
	TOTAL			\$ 455,580.98

ABSTRACT OF LIBRARY VOUCHERS 2024-02

Number	Vendor	Acct.	Acct. Amt.	Total Amt.
7	Amazon Capital Services	7410.230	\$ 40.32	\$ 65.37
		7410.455	\$ 25.05	
8	Baker & Taylor	7410.400		\$ 1,835.74
9	Brodart Co.	7410.401		\$ 1,296.85
10	BXI Consultants	7410.440		\$ 92.87
11	BXI Consultants	7410.440		\$ 63.37
12	Casco Security Systems, Inc.	7410.430		\$ 599.88
13	Casella Waste Services	7410.450		\$ 127.60
14	DeLage Landen Financial Services	7410.440		\$ 129.59
15	DeLage Landen Financial Services	7410.440		\$ 129.59
16	Frontier	7410.420		\$ 390.69
17	Midwest Tape	7410.407		\$ 29.98
18	National Fuel	7410.450		\$ 374.01
19	National Grid	7410.450		\$ 605.00
20	Overdrive, Inc.	7410.405		\$ 1,966.76
21	Sentinel Publications	7410.426		\$ 9.75
22	Simple Tech Innovations, Inc.	7410.210		\$ 63.00
23	Staples	7410.455		\$ 73.23
			<b>Total</b>	<b>\$ 7,853.28</b>

# ***Town of Mendon***

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



**TO:** The Honorable Town Board

**FROM:** Corey Gates

**DATE:** January 29, 2024

**RE:** Fillable Forms

Dear Honorable Town Board:

Please see the attached Excavation and Filling Permit Application for your review and approval. This form is necessary as Code requires this permit in certain circumstances.

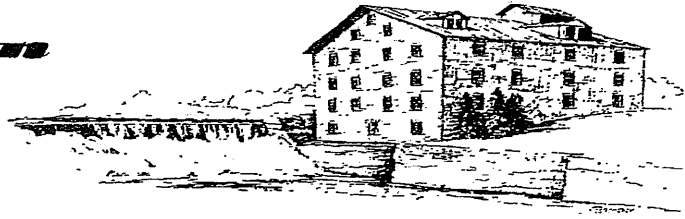
In effort to curtail the abundance of paper and streamline the building permit application process, the Building Department is gradually creating fillable forms applicants will complete online and either submit online or deliver to the Building Department. We aim to create one fillable form per month for your approval.

Thank you for your consideration.

Respectfully,

Corey T. Gates

Building Inspector  
Code Enforcement Officer  
Planning and Zoning Official  
Fire Marshal



## EXCAVATION AND FILLING PERMIT APPLICATION

REFERENCES: *Article III of the Zoning Ordinance, 260-8.1.*  
*Article IV of the EPOD Ordinance, 138-20.B.(3-5)*

TYPE OF PERMIT:       FILL & EXCAVATION       SALE OF TOPSOIL OR CLAY       EPOD PROTECTION

DATE: Click or tap to enter a date.      NAME OF APPLICANT:      PHONE #: ( )

ADDRESS:

ADDRESS OF SITE:

PROPERTY OWNER:

TAX ID #: \_\_\_\_\_ EPOD #'s: \_\_\_\_\_ ZONING: \_\_\_\_\_ AREA of DISTURBANCE: \_\_\_\_\_ (Acres)

SOURCE OF FILL MATERIAL:

REMOVAL OF TREES: \_\_\_\_\_ (species & quantity)

BENCHMARK ELEVATION & LOCATION:

EXISTING GRADE: \_\_\_\_\_ PROPOSED GRADE: \_\_\_\_\_ QUANTITY of FILL NEEDED: \_\_\_\_\_ (CY)

SCHEDULE OF OPERATION:

AUTHORIZED TRUCKING COMPANIES LISTED, PLEASE INCLUDE NYS DOT # AND CONTACT INFORMATION:

- 1) \_\_\_\_\_
- 2) \_\_\_\_\_
- 3) \_\_\_\_\_
- 4) \_\_\_\_\_

PROPERTY OWNERS SIGNATURE: \_\_\_\_\_ DATE: \_\_\_\_\_

### FOR TOWN OFFICIAL USE ONLY

TOWN OFFICIAL: \_\_\_\_\_ DATE: \_\_\_\_\_

APPROVED       DENIED FOR THE FOLLOWING REASONS: \_\_\_\_\_

### REQUIRED DOCUMENTS:

- INSTRUMENT SURVEY       SITE PLAN       LOCATION OF EPOD's       LOCATION OF SEPTIC SYSTEM
- SWPPP       EROSION & SEDIMENTATION CONTROL PLAN       SHORT FORM EAF       LETTER OF INTENT
- LETTER OF CREDIT       TOWN BOARD APPROVAL NEEDED       EPOD PERMIT



## Mendon Highway Department Purchasing Information

Item #	Quantity	Item Description	Specifications
1	1	Air Conditioning parts for Truck 91	

Location to be used	Highway Department	
Budget Code	DA5130.4	
Trade In	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### VENDOR #1

Name: Kenworth of Rochester		Phone: 1-800-550-5760	Quote Date: 2/6/24
Address: 25 Airline Drive, Rochester, NY		Best Price: \$3,420.64	
Delivery Available	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Delivery Date: Two weeks
Bid Pricing Available	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If Yes, Who?
<input checked="" type="checkbox"/> Recommend	<input type="checkbox"/> Reject	Why? Sole source – Dealer only parts	

### VENDOR #2

Name:		Phone:	Quote Date:
Address:		Best Price:	
Delivery Available	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Delivery Date:
Bid Pricing Available	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If Yes, Who?
<input type="checkbox"/> Recommend	<input type="checkbox"/> Reject	Why?	

### VENDOR #3

Name:		Phone:	Quote Date:
Address:		Best Price:	
Delivery Available	<input type="checkbox"/> Yes	<input type="checkbox"/> No	Delivery Date:
Bid Pricing Available	<input type="checkbox"/> Yes	<input type="checkbox"/> No	If Yes, Who?
<input type="checkbox"/> Recommend	<input type="checkbox"/> Reject	Why?	

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 Name: Art Morrell

Employee Signature: 

Date: 2-5-2024

Approved by: Andrew Caschetta, Highway Superintendent

Signature: 

Date: 2-7-24



25 Airline Drive Rochester, NY 14624 (800) 550-5760

**REMIT TO:**  
 KENWORTH NORTHEAST GROUP INC.  
 100 COMMERCE DRIVE  
 BUFFALO, NY 14218  
 1 (800) 688-3380

Facility # 7100465

**Sold To:**  
 MENDON HIGHWAY DEPT  
 101 SEMMEL RD  
 HONEOYE FALLS NY 14472

**Ship To:**  
 MENDON HIGHWAY DEPT  
 101 SEMMEL RD  
 HONEOYE FALLS NY 14472

PARTS INVOICE NUMBER

**QUOTATION**



Date: 02-06-24

Page: 1 of 1

Tax ID: 16-600-2309

Authorization #:

Customer Acct Number	Phone Number	Salesman	Ship Via	Customer Purchase Order				
54341	585 624-6068	TM	DELIVERY	DA5130.4TRUCK 91				
Loc	Part #	Description	Ord	Ship	B/O	List	Unit Price	Extension

QUOTE NUMBER - 0483

EXPIRATION DATE - 03-07-2024

	F50-1794-003	HARDLINE-	1	0	1		473.48	473.48
	F50-1913	HARDLINE	1	0	1		212.83	212.83
	F50-1843-11600	HOSE-ASSY	1	0	1		674.11	674.11
	F50-1495-1500	HARDLINE	1	0	1		460.95	460.95
	1000841744BSM	HARDLINE-	1	0	1		221.24	221.24
	1000970456BSM	HARDLINE-	1	0	1		293.63	293.63
	N4778001	CONDENSER ASSY	1	0	1		740.37	740.37
116E9	1221057-AS	MOUNTING KIT - CONDENSER	1	0	1		112.78	112.78
	D84-1003-121688	BELT-ENGI	1	0	1		152.73	152.73
BR	D84-1003-082322	BELT-ENGINE, 8 RIB, 2322M	1	1			78.52	78.52

RECEIVED BY: OTTO

OPEN MONDAY-FRIDAY 7AM-11PM, SATURDAY 7AM-3:30PM

\*\*\*\*NO RETURNS ON ELECTRICAL OR SPECIAL ORDER ITEMS\*\*\*\*

\*\*\*\*ALL INVOICES ARE SUBJECT TO RESTOCK FEE\*\*\*\*

\*\*\*ALL CORES MUST BE RETURNED IN ORIGINAL BOX\*\*\*

\*\*KENWORTH NORTHEAST WANTS TO THANK YOU FOR YOUR BUSINESS\*\*

ORDER PULLED BY \_\_\_\_\_ CHECKED BY \_\_\_\_\_

12:51PM PARTS NTX



How Did We Do?

Sub Total	3420.64
Freight	0.00
Sales Tax	0.00
Please Pay	3420.64

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

Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

**TERMS, WARRANTIES, RETURN POLICY: NET 30**  
 All returns are subject to a handling charge and must be accompanied by the original invoice. No returns after 30 days. NO RETURN ON ELECTRICAL AND SPECIAL ORDER ITEMS. Cores must be returned within 15 days along with the receipt to receive credit. ACCOUNTS ARE DUE AND PAYABLE WITHIN 30 DAYS OF THE DATE OF THE INVOICE. PAST DUE ACCOUNTS ARE SUBJECT TO A FINANCE CHARGE COMPUTED ON A PERIODIC RATE OF 1.5% PER MONTH OR AN ANNUAL RATE OF 18%. PAST DUE ACCOUNTS ARE ALSO SUBJECT TO ADDITIONAL CHARGES, INCLUDING BUT NOT LIMITED TO, SERVICE CHARGES AND/OR COLLECTION EXPENSES, ATTORNEYS FEES AND COURT COSTS, AND ANY OTHER SUMS RECOVERABLE UNDER LAW. LABOR IS WARRANTED FOR 30 DAYS OR 5,000 MILES, WHICHEVER OCCURS FIRST. DISCLAIMER OF WARRANTIES: ANY WARRANTIES ON THE PARTS SOLD HEREBY ARE THOSE OF THE MANUFACTURER AND EXCEPT AS EXPRESSLY STATED HEREIN, DEALER HEREBY DISCLAIMS ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO, ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE, AND NO EMPLOYEE IS AUTHORIZED TO EXTEND, ALTER OR AMEND SUCH WARRANTY.  
 This transaction shall be governed by the laws of the state in which the dealer is located. The parties agree that jurisdiction and venue for all claims relating to this transaction shall be the state and federal courts in the state in which the dealer is located.

## Mendon Highway Department Purchasing Information

Item #	Quantity	Item Description	Specifications
1	8	11R24.5 Drive Tires for Dump Trucks	

Location to be used	Highway Department	
Budget Code	DA5130.4	
Trade In	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

### VENDOR #1

Name: Sedam Tire		Phone: 237-3744	Quote Date: 2/2/24
Address: 3165 Rt 246, Perry, NY 14530, PO Box 106		Best Price: \$3,413.20	
Delivery Available	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Delivery Date: 1 day
Bid Pricing Available	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No	If Yes, Who?
X Recommend	<input type="checkbox"/> Reject	Why? Best price	

### VENDOR #2

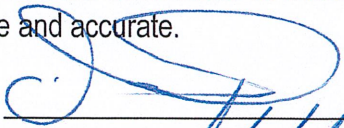
Name: Sedam Tire		Phone: 237-3744	Quote Date: 2/2/24
Address: 3165 Rt 246, Perry, NY 14530, PO Box 106		Best Price: \$4,744.00	
Delivery Available	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Delivery Date: 1 day
Bid Pricing Available	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If Yes, Who? State Bid #138941185
<input type="checkbox"/> Recommend	<input checked="" type="checkbox"/> Reject	Why? Pricing too high	

### VENDOR #3

Name: Lewis Tire		Phone: 334-0900	Quote Date: 2/2/24
Address: Willoughby, OHIO 44094		Best Price: \$4,073.52	
Delivery Available	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	Delivery Date: 1 day
Bid Pricing Available	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No	If Yes, Who? State Bid #138941185
<input type="checkbox"/> Recommend	<input checked="" type="checkbox"/> Reject	Why? Pricing too high	

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 Name: Art Morrell

Employee Signature: 

Date: 2-4-24

Approved by: Andrew Caschetta, Highway Superintendent

Signature: 

Date: 2-5-24



Complete Automotive Repair  
 24 Hr. Commercial Fleet Service  
 In House Manufactured Goodyear Retreads

3870 West Henrietta Rd., Rochester, NY 14623 | (585) 334-0900 | LewisTires.com | Reg. Repair Shop #5280454

**Keep Rochester Rolling**

Customer Information	Quote	Additional Information
<b>Town Of Mendon</b> 101 Semmel Rd Honeoye Falls, NY 14472  Acct Number:  P: 585-624-6068 Contact: ART P: 585-624-6060 Contact:	Date: 2/02/2024 Reference: Q-848855 Salesperson: Tim McInerney  Route: Delivery Date: 2/02/2024	PO Number: Work Order#:  Comment: Field Auth #:  Entered By: Tim McInerney

Qty	Description	Unit Price	Ext. Price
4.00	05211060000, 11/R24.5, RD H (16 Ply), General-Commercial	509.19	2,036.76
4.00	138941185, 11/R24.5B, G182 RSD TL H (16 Ply), Goodyear-Commercial	593.42	2,373.68

**Municipal Non Taxable**

<b>Subtotal:</b>	<b>4,410.44</b>
<b>Total:</b>	<b>\$4,410.44</b>

**Thank You for Your Business!**

A FINANCE CHARGE OF 1-1/2% per month (18% ANNUAL PERCENTAGE RATE) will be charged on all invoices over 30 days past due. WE ACCEPT NO RESPONSIBILITY IF WHEELS ARE NOT RETIGHTENED AFTER 50 MILES OR 48 HOURS. We are not responsible for items left over 30 days or loss or damage in case of fire, theft or any other causes beyond our control. I hereby authorize the above repair work to be done along with the necessary parts and labor and express mechanics liens hereby acknowledged on the above equipment to secure the amount of repairs thereto. All sales are not final and all material remains the property of the seller until paid in full. In the event payment is not made as agreed and it becomes necessary to commence legal action, reasonable attorney fees will be added to the balance owed. In default of any payment by purchaser, the seller may take possession of goods without legal process.



**QUOTE**

Invoice Date	Cust No.	Order No	Page	Invoice No.
02/02/2024	60680	01 - 277096	1 / 1	
License:		Mileage: 0		

SEDAM WHOLESALE  
 3165 RT. 246 P.O. BOX 106  
 PERRY, NY 14530  
 Phone: (585) 237-3744

Sold To: TOWN OF MENDON HWY DEPT.  
 101 SEMMEL RD.  
 HONEOYE FALLS, NY 14472

Ship To: TOWN OF MENDON HWY DEPT.  
 101 SEMMEL RD.  
 HONEOYE FALLS, NY 14472

Purchase Ord. No.	Sales Person	Main Phone	Other Phone	Ship Via	Terms: NET 10TH Entered: RMG		
ART	10	(585) 624-6068					
Item No.	Description	Qty Ordered	Qty Shipped	F.E.T.	Price	Net Extension	
	* *QUOTE ONLY. *11R24.5 GOODYEAR G182 16 PLY *#138941185 STATE BID #G0009157 *\$593.00 EACH X 8 = \$4,744.00. * *11R24.5 GOODYEAR WORKHORSE MSD 16 *PLY #426.65 EACH X 8 = \$3,413.20						

DO NOT PAY. THIS IS A QUOTE.

Non-Taxable Amount: 0.00  
 Taxable Amount: 0.00  
 Total: 0.00

X \_\_\_\_\_  
 Customer Authorization for Estimate

THANK YOU & HAVE A NICE DAY!

\$ 593.00



Manufacturer:	Goodyear
Tire Line:	Goodyear G182
Description:	GOODYEAR G182 RSD REGIONAL DRIVE 11R245 149L H
UPC:	697662082361
Weight:	144.59
Load Range:	H
Sidewall:	BLK
App Rim Width (min):	7.5
App Rim Width (max):	8.3
Meas Rim Width:	8.25
Overwall Width:	11.0
Overall Diameter:	44.1
Max Load:	7,160
Tread Width:	8.6
RPM:	473
Tread Depth (32nds):	28.0

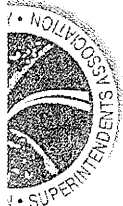
# 426, 65



Manufacturer:	Goodyear
Tire Line:	Goodyear Workhorse MSD
Description:	GOODYEAR WORKHORSE MSD MIXED SERVICE DRIVE 11R245 149J H
UPC:	697662129677
Weight:	133.46
Load Range:	H
Sidewall:	BLK
App Rim Width (min):	0.0
App Rim Width (max):	0.0
Meas Rim Width:	0.00
Overwall Width:	0.0
Overall Diameter:	0.0
Max Load:	7,160
Tread Width:	0.0
RPM:	0
Tread Depth (32nds):	31.0







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## 2024 Advocacy Day Registration Form

### Quick Links

[Affiliate Roundup](#)

[Local Design Services Agreement \(LDSA\)](#)

▼ *(Guest)*

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[NYS LTAP Center](#)

**Registrant Name\***

Andrew

Caschetta

**Title\***

HWY Super

### Upcoming Events

~~Thruway Symposium~~

[APWA State-wide Annual Conference](#)

Category: Events

**County/Municipality/Company\***

Municipality

[View Full Calendar](#)

**Address - Preferred**

101 Semmel Road

Line 2

Honeoye falls

NY

14472

Select Country

### Follow us on Facebook

Date: February 5, 2024

To: John Moffitt, Mendon Supervisor

From: Andrew Caschetta, Hwy. Superintendent

Subject: Agenda Placement @ February 12, 2024, Town Board Meeting for  
Discussion and Authorization

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

- 1999 72" Ransome Mower
- 2020 60" Zero Turn Ferris Mower

The following items are scrap:

- Tires from pick-ups and dump trucks
- Scrap metal from Highway