

A regular meeting of the Mendon Town Board was held at 7:00 PM, Monday, July 15, 2024, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY.

PRESENT: John D. Moffitt, *Supervisor*
 Cynthia M. Carroll }
 Thomas Dubois } *Town Board*
 Kimberly Roberts } *Members*
 Brent Rosiek }

TOWN CLERK: Michelle Booth

OTHERS PRESENT: Tom Fromberger, *Town Engineer*

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

AGENDA
(Resolution 24-180)

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to adopt the agenda as amended, to remove item #10.

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, provided the following updates:

- **Tax Collection**
 - 2024 School Taxes are approaching.
 - Forms have been filed to collect the taxes.
- **ADP**
 - Attended several meetings to finalize the setup and processing.
 - Continued working on building the proper reports.
- **Finance**
 - Processed all vouchers, abstracts, and payroll reports to provide to the finance department.
 - Provided reports for all money transfers.

TOWN BOARD

Brent Rosiek communicated the following:

Zoning Board of Appeals/Planning Board (ZBA/PB)

Past Meetings:

- SF Site Plan for Rush-Mendon Road
 - Approved with conditions.
 - Property is adjacent to a Town cemetery accessed via the resident’s property.
 - Easement of necessity discussed with Sheldon.
 - Residents agreeable to formalizing an easement including exhibits and descriptions for access by the Town, DAR, Mormon church, Boy Scouts, etc.

Future Meetings:

- SUP for Major Home Occupation Expired on West Bloomfield

MCBA (Mendon Community Business Association)

- June 18th Meeting
 - Map is in final draft form, receiving comments from MCBA.
 - The building where Bumpa’s was located is available for lease (contact Hilary Stott).

- Next Meeting: July 16th.
- Summer Social: August 1st at 5:30 PM.
- Mendon Festival: September 8th, 12:00-6:00 PM.
- Holidays in the Hamlet: December 4th, 5:00-8:00 PM.

Sidewalks

- County Application for Mile Square Section
 - Completed and submitted to MCDOT.
 - Confirmed to be forwarded to Legislature.
 - County Legislature, Rick Milne submitted a letter of support.
 - Next steps: County to reach out to the Town for an agreement if successful.
- Assembly Drive Sidewalks
 - Discussed with the manager of the Association.
 - More information to follow.

Zoning Code Workgroup

- Subdivisions
 - Drafts completed for definitions of Minor and Major subdivisions.
 - Working with MRB to update checklists for both types and Site Plans.
- Waiver Language
 - Drafts completed to remove ambiguities for Subdivisions, SUPs, and Site Plans.
 - Collaboration with MRB to finalize checklists and waiver language.
 - Development of the application intake process once checklists and language are nearly complete.
- Smoke Shop Moratorium
 - Meeting scheduled to work on this issue.

Driesbach Fields

- Ongoing Process Since Summer 2023
 - Topographic Survey completed by Armbrewster Design.
 - Met with Blaze representative to discuss future needs.
 - Working on layout plans for the best path forward.
 - Emphasis on accommodating Blaze within Town facilities, not creating a Blaze facility.

Meetings with Supervisor, Highway Superintendent, and Deputy Highway Superintendent

- June 25th Meeting
 - Focused on equipment and capital improvement for 2025.
 - Recurring monthly meetings scheduled for the last Tuesday of each month.
 - Next meeting: July 30th, 1:00-2:00 PM at 101 Semmel Rd.

Kim Roberts provided the following updates:

- Zoning Board of Appeals Meeting:
 - There were no meetings last month. Mr. Dubois will cover the next meeting.
- Online Training opportunities:
 - She has signed up to take advantage of free online training provided by the Association of Towns.
- Smoke Shop
 - Receives many comments and concerns about the smoke shop.

Cynthia Carroll provided the following:**Mendon Library**

- Grand Opening and Press Conference
 - Held for the Teen Corner on Thursday, July 11, 2024.
 - Attended with Assemblywoman Lunsford and Mr. Moffitt.
- Friends of the Library
 - New President: Mary Church.
 - Planning a food drive for the FISH Food Closet.
 - Funding a furniture refinishing project that will start soon.

- Library Updates
 - Hiring a new page.
 - Summer reading program well attended.
 - New summer programs: "Wee Wednesday" for young families and "Mrs. Phil Ology" for all ages.
 - Teen volunteers have redecorated the library.
 - Numerous events attended by adults and seniors.

She also believes the Highway Superintendent should have a seat at the table.

Thomas Dubois reported that there were no ECB or HPC meetings to attend since the last meeting.

Town Supervisor, John Moffitt, provided the following:

Employee Handbook

- Working with ADP on the Employee handbook.

Press Conferences and Meetings

- Attended a press conference at HFMP with Senator Pam Helming.
- Attended the Monroe County EMS meeting about ambulance services and funding.
- Attended the grand opening at the library for the Teen Corner with Assemblywoman Lunsford.
- Attended Library story time and read to the children.
- Attended a soccer meeting with Mr. Rosiek.
- Has upcoming meetings with ReportIt on 7/16/24 and with ADP on 7/18/24.

Summer Recreation and Splash Park

- All summer rec items have been moved to the school.
- The splash park has been very well attended this summer.

Highway Department

- PESH was at the Highway Dept recently; Mr. Junge will make the minor changes requested.

Library Drop Box

- There has been a request to remove the library drop box from the hamlet.

Financial Negotiations

- Negotiated bills with National Grid and the Bonadino Group, saving a couple of thousand dollars for the Town.

NYS Comptroller

- Reported that signature stamps are acceptable by the NYS Comptroller, but only if used solely by that person.

TOWN CLERK’S MONTHLY REPORT

(Resolution 24-181)

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to acknowledge receipt of the Town Clerk’s Monthly Report for June 2024, showing receipts and disbursements of \$8,813.96.

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

MINUTES

(Resolution 24-182)

A motion was made by Mr. Rosiek, seconded by Mr. Dubois, to approve the meeting minutes held on June 10, 2024, as presented.

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

BUDGET ADJUSTMENTS

General Abstract

(Resolution 24-183)

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

FROM: B1990.4	CONTINGENT ACCOUNT	\$1,418.00
TO: B7320.4	JOINT RECREATION	\$1,418.00

07/15/2024

TOWN OF MENDON

REGULAR MEETING

FROM: A1990.470	CONTINGENT	\$2,000.00
TO: A1420.110	DEPUTY TOWN ATTORNEY	\$2,000.00
FROM: A1990.470	CONTINGENT	\$4,000.00
TO: A5020.1	SAFETY – PERSONAL SERVICES	\$4,000.00
FROM: DB3310.1	SIGNS – PERSONAL SERVICES	\$10,000.00
TO: DB5115.1	DRAINAGE- PERSONAL SERVICES	\$10,000.00

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

VOUCHERS

General Abstract A (Resolution 24-184)

A motion was made by Mrs. Roberts, seconded by Mr. Rosiek, to approve all claims on vouchers numbered 24-404 to 24-414, on General Abstract 24-07A, for \$30,607.25.

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

General Abstract B (Resolution 24-185)

A motion was made by Mrs. Roberts, seconded by Mr. Rosiek, to approve all claims on vouchers numbered 24-415 to 24-455, on General Abstract 24-07B, for \$21,132.09.

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

Highway Abstract (Resolution 24-186)

A motion was made by Mrs. Roberts, seconded by Mr. Rosiek, to approve all claims on vouchers numbered 24-092 to 24-120, on General Abstract 24-07, in the amount of \$177,516.15.

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

Library Abstract A

Library vouchers numbered 24-088 to 24-092, on Library Abstract 24-07A, in the amount of \$778.07, were presented to the Town Board for payment.

Library Abstract B

Library vouchers numbered 24-093 to 24-109, on Library Abstract 24-07B, in the amount of \$24,631.65, were presented to the Town Board for payment.

HISTORIC PRESERVATION COMMISSION – APPOINTMENT (Resolution 24-187)

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to appoint Elizabeth Horton to the Historic Preservation Commission, term to expire December 31, 2025.

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

RETENTION WALL- VICTOR MENDON RD – PREPARATION AND RECEIPT OF REQUEST FOR PROPOSALS (Resolution 24-188)

A motion was made by Mr. Rosiek, seconded by Mrs. Carroll, to authorize the Supervisor to have Request for Proposals for the Victor Mendon Road Retention Wall Project prepared and distributed, and to receive proposals at the Mendon Town Hall, Monday, August 5, 2024, before and up to 4:00PM.

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

**DRIESBACH FIELDS – PREPARATION AND RECEIPT OF REQUEST FOR PROPOSALS
(Resolution 24-189)**

A motion was made by Mrs. Carroll, seconded by Mr. Rosiek, to authorize the Supervisor to have Request for Proposals for repair work and a new athletic field constructed at Driesbach Fields on Semmel Road prepared and distribute, and to receive proposals at the Mendon Town Hall, Monday, August 5, 2024, before and up to 4:00PM.

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

**RECYCLING EVENT
(Resolution 24-190)**

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to hold a Recycling Event and Rabies Clinic at the Falls Post #664 Community Center, 167 N Main St, Honeoye Falls on Saturday, October 19, 2024, from 10:00AM to 1:00PM. The event will include shredding, electronics recycling, prescription drug disposal and a rabies clinic.

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

**AMBULANCE BUILDING PARKING LOT - AGREEMENT WITH THE VILLAGE OF
HONEOYE FALLS
(Resolution 24-191)**

A motion was made by Mrs. Roberts, seconded by Mrs. Carroll, to enter into an agreement with the Village of Honeoye Falls to pave the parking lot at the Ambulance Building, 210 East Street, Honeoye Falls. The Town will provide the equipment and the Village will pay for the labor and materials. The work will be done at the availability of the Highway Department and at the discretion of the Highway Superintendent.

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

**3913 RUSH MENDON ROAD -AUTHORIZATION TO CONTRACT WITH LITIGATION
ATTORNEY
(Resolution 24-192)**

A motion was made by Mr. Rosiek, seconded by Mrs. Roberts, to authorize the Supervisor to contract with a litigation attorney for a case concerning 3913 Rush Mendon Road. Services to be paid from account B1910.100.

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

**TOWN CODE CHAPTER 230 AMENDMENTS - PROPOSED LOCAL LAW - ESTABLISH
PUBLIC HEARING
(Resolution 24-193)**

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to hold a public hearing 7:00PM, or as soon thereafter as said hearing can be convened, Monday, August 12, 2024, to consider amendments to Town Code Chapter 230, Taxation, in relation to Article I, Senior Citizens Tax Exemption and Article VI, Exemptions for Persons with Disabilities and Limited Incomes, at the Mendon Town Hall, 16 West Main Street, Honeoye Falls, NY. A copy of the proposed local law will be available for public inspection during regular business hours in the Mendon Town Clerk's Office and online at www.townofmendon.org.

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

Public Comment

Tom Fromberger, *Town Engineer*, talked about grants, the sidewalks and crosswalks, and the retaining wall project.

**ADJOURNMENT
(Resolution 24-193)**

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to adjourn the meeting at 7:35PM.

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

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