

The regular meeting of the Mendon Town Board was held at 7:00PM, Monday, June 13, 2016, 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*
 John L. Hagreen } *Members*
 Michael E. Roberts }

ABSENT: None

DEPUTY TOWN CLERK: Bonnie M. Toomey

OTHERS PRESENT: William E. Smith, *Highway Superintendent*, Sheldon W. Boyce, Jr., *Town Attorney*, Gary Loope, *Highway Clerk*, Daniel Bassette, *Zoning Board of Appeals Member*, and three other people.

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

AGENDA

(Resolution 16-147)

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

PUBLIC COMMENT

Daniel Bassette, 20-1 East Street, commented on public access to meeting materials.

COMMUNICATIONS

Town Clerk

Mrs. Toomey reported on Town and County taxes and NYS Conservation Licenses.

Highway Superintendent

Mr. Smith read and distributed his report.

Town Board

Mrs. Carroll reported on the Library Board of Trustees.

Mr. Hagreen reported on the Zoning Board of Appeals.

Supervisor

Supervisor Moffitt reported on the Summer Recreation Program; the Village paving of the parking lot adjacent to Town Hall; the Great Bend Project; email for Town employees; Frontier Communications; a water webinar; and an upcoming performance by the Community Band.

MINUTES

(Resolution 16-148)

A motion was made by Mr. Roberts, seconded by Mr. Dubois, to approve the minutes of the regular meeting held on May 9, 2016, as presented.

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

SUPERVISOR'S MONTHLY REPORT***(Resolution 16-149)***

A motion was made by Mrs. Carroll, seconded by Mr. Hagreen, to acknowledge receipt of the Supervisor's Monthly Report for May, 2016.

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

TOWN CLERK'S MONTHLY REPORT***(Resolution 16-150)***

A motion was made by Mr. Roberts, seconded by Mr. Hagreen, to acknowledge receipt of the Town Clerk's Monthly Report for May 2016, showing receipts and disbursements in the amount of \$9,340.00.

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

BUDGET ADJUSTMENTS***(Resolution 16-151)***

A motion was made by Mr. Roberts, seconded by Mrs. Carroll, to adopt the following:

From A1220.410	Supervisor-Travel/Dues/Conf.	\$350.00
To A1010.410	Town Board-Travel/Dues/Conf.	\$350.00
From A1110.420	Justices-Reference Materials	\$52.00
To A1110.402	Justices-Computer Support	\$52.00
From A1410.410	Town Clerk-Travel/Dues/conf.	\$75.00
To A1310.410	Dir. Of Finance-Travel/Dues/Conf.	\$75.00
From A1950.430	Special Items-Taxes & Assess.	\$270.00
To A1310.430	Dir. Of Finance-Supplies	\$270.00
From A7120.2	Semmel Road Equipment	\$2,700.00
From A7140.2	Semmel Road Equipment	\$1,700.00
To A7120.1	Semmel Road Personnel	\$4,400.00
From A5020.400	Safety Supplies	\$1,500.00
To A5020.1	Safety Personnel	\$1,500.00
From B8020.430	ZBA Office Supplies	\$100.00
To B8010.420	ZBA Training/Dues	\$100.00

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

VOUCHERS**General Abstract*****(Resolution 16-152)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to approve all claims on vouchers numbered 16-260 to 16-319, on General Abstract 16-06, in the amount of \$278,153.13.

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

Highway Abstract***(Resolution 16-153)***

A motion was made by Mr. Dubois, seconded by Mrs. Carroll, to approve all claims on vouchers numbered 16-128 to 16-161, on Highway Abstract 16-06, in the amount of \$120,535.89.

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

WORKPLACE VIOLENCE STATEMENT***(Resolution 16-154)***

A motion was made by Mr. Roberts, seconded by Mr. Hagreen, to approve the Workplace Violence Statement, as per the Department of Labor recommendation, and that this statement be posted in the Town Hall and the Highway Department.

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

TRAVEL POLICY***(Resolution 16-155)***

A motion was made by Mr. Hagreen, seconded by Mr. Dubois, to approve the Travel Policy for the Town of Mendon, effective immediately.

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

PERSONNEL POLICY UPDATE***(Resolution 16-156)***

A motion was made by Mr. Hagreen, seconded by Mr. Dubois, to approve the 2016 Updates to the Town's Personnel Policy per the recommendations of H.R. Works.

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

NEW HIRE – PART-TIME LABORER***(Resolution 16-157)***

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to hire Larry Kaplan, as a part-time laborer, to work, as needed, at a rate of \$45.00/hour.

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

STORMWATER COALITION OF MONROE COUNTY ANNUAL REPORT***(Resolution 16-158)***

A motion was made by Mr. Roberts, seconded by Mr. Hagreen, for Acceptance of the Stormwater Coalition of Monroe County 2015-2016 Joint Annual Report for Compliance with the Phase II Stormwater Regulations:

WHEREAS, the Town of Mendon has been identified as a Municipal Separate Storm Sewer System (MS4) under the EPA's Phase II Stormwater Regulations under the Clean Water Act of 1999, and

WHEREAS, the Phase II Program requires each MS4 to prepare an Annual Report, or contribute to a Joint Annual Report, on the Town of Mendon's efforts to protect and improve the water quality of our streams and waterbodies, and

WHEREAS, the public is invited to review the Joint Annual Report and provide input, and

WHEREAS, a Joint Annual Report has been prepared in conformance with the Phase II Regulations by the Stormwater Coalition of Monroe County, and

WHEREAS, the Joint Annual Report must be submitted to the New York State Department of Environmental Conservation offices in Albany, NY by June 1, 2016,

NOW, THEREFORE, BE IT RESOLVED, that the Joint Annual Report is accepted by the Town of Mendon Town Board and that said Joint Annual Report is available for public review at <http://www.monroecounty.gov/des-stormwater-coalition> and the Town of Mendon Town Hall.

BE IT FURTHER RESOLVED, that all comments on the Joint Annual Report will be incorporated into the 2015-2016 or the 2016-2017 Annual Reports to the NYSDEC.

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

HIGHWAY DEPARTMENT – PURCHASE OF TILT BED TRAILER

(Resolution 16-159)

A motion was made by Mrs. Carroll, seconded by Mr. Roberts, to approve the purchase of a tilt bed trailer, which is included in the Capital Plan for 2016, at a cost not to exceed \$9,000.00.

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

TOWN HALL WINDOW WASHING

(Resolution 16-160)

A motion was made by Mr. Roberts, seconded by Mr. Hagreen, to approve the hiring of Lilac Window Cleaning to clean the windows on the first and second floors of Town Hall, including the storm windows, at a price not to exceed \$1,750.00.

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

COMMUNITY CENTER – DECLARATION OF SURPLUS – SCRAP

(Resolution 16-161)

A motion was made by Mrs. Carroll, seconded by Mr. Dubois, to declare certain tables in the basement of the Community Center as surplus and discard as scrap.

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

AMBULANCE UPDATE

Supervisor Moffitt updated the Board on this issue.

PUBLIC COMMENT

John L. O'Donoghue, 3915 Clover Street, commented on the Summer Recreation Program, the hiring of the part-time laborer, and the ambulance update.

ADJOURNMENT

(Resolution 16-162)

A motion was made by Mr. Dubois, seconded by Mr. Roberts, to adjourn the meeting at 8:43PM.

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