

TOWN OF CLARKSON
TOWN BOARD MEETING
August 13, 2013

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, August 13, 2013 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 6:00 PM.

PRESENT:

Paul Kimball	Supervisor
Allan Hoy	Councilperson
Christa Filipowicz	Councilperson
Patrick Didas	Councilperson
Scott Tantalo	Councilperson
Sharon Mattison	Town Clerk
Robert Viscardi	Highway Supt.
Richard Olson	Attorney for the Town

ALSO:

Kristin Coon	Ass't to Supervisor
Christopher Lyon	Assessor
Chad Fabry	Building Insp/Code Enf.

**excused

Supervisor Kimball opened the meeting, and Sharon Mattison, Town Clerk led all those present in the Pledge of Allegiance. A moment of silence was observed for those serving in the military.

OPEN FORUM

No one spoke

PUBLIC INFORMATION MEETING; CLARKSON PARMA TOWN LINE ROAD PROPOSED WATER LINE

Supervisor Kimball opened the public information meeting. He stated that he and JP Schepp of Chatfield Engineers did meet with the MCWA regarding assisting with the connection from Ridge Road down to Peck Road. They are not interested as this would involve two different pressure zones. Supervisor Kimball explained that three different engineering price proposals were received: (1) The least expensive proposal is to go from Peck Road up to and including the last property before you reach Ridge Road at an estimated cost of \$855.90/year. (2) If we go from Ridge Road down and not connect at Peck Road, you have the additional burden of burrowing under Ridge Road, which is very expensive, the estimated cost would be \$879.73/year. (3) To serve only 13 Clarkson homes and five from Parma, coming up from Peck Road, the estimated cost would be \$982.74. The water line would go down the front of all the properties, including leaving curb boxes with shutoff valves and connections for all of the existing structures. These cost estimates are based on a 30-year repayment at 4.25%. Construction would be done by the Clarkson Highway Department. A lengthy question and answer session was held. Supervisor Kimball started out with what he felt was an obvious question: Do I have to connect? No. We look for a majority of 70 to 75% of residents involved from an approval standpoint. That is the threshold that the State would like. So if 75% of your neighbors agree that the water district should go in, then everyone is affected whether you vote in favor or not. Once it goes in you are not required to connect. Once you connect you are required to disconnect and remove from your house the well connection because of the fear that you could leave both of them connected and they could comeingle. Alton Brown of 4071 Clarkson Parma Town Line Road has an existing private line and asked if that would be eliminated? Yes. John Becker of 3085 Clarkson Parma Town Line Road asked if there was any possibility for State money? No. Supervisor Kimball stated that we do not reach the State thresholds for receiving grants. The average income for the Town of Clarkson is too great. Joy Stockwell of 4087 Clarkson Parma Town Line Road also has a private line and questioned whether or not her tax bill would increase. If the majority rules in favor of the water district, yes. Linda Yousey of 3057 Clarkson Parma Town Line Road questioned what happens if large parcels are subdivided; would the billable amount decrease. Yes.

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Donald Ciccone of 4025 Clarkson Parma Town Line Road asked who was responsible for the connection from the road to the house? This is homeowner's responsibility. The County fee for a tap is approximately \$1,800 so because of that we have included in the cost estimate making everyone's tap and bringing it to the edge of the right-a-way so that you avoid the \$1,800 tapping fee. JP Schepp added that this is the average cost; obviously if there are trees, leach field, etc. the cost would increase. Cost is approximately \$10/foot. He mentioned that sometimes neighbors will bundle a job for a contractor to do 3 or 4 houses at once. Jean London of 4079 Clarkson Parma Town Line Road stated she is the only one in the small group of houses not on a private line and wonders if they can hook in even if her neighbors do not. Yes. The line would be available to anyone; it is your choice. JP Schepp added that fire hydrants will be roughly 600 feet apart, which could help your insurance rates.

Attorney Olson explained some of the legal aspects of forming a water district. NYS would require the Town of Clarkson to form a water district and the Town of Parma to form a water district. The two towns would then enter into an intermunicipal agreement to manage that water district jointly. He has a petition available for Clarkson residents to sign and Parma residents will have a separate petition to sign. The State Comptroller publishes a guideline every year based on the averages that they see from water districts. For a water district created in 2013, the total cost per year, above which, requires their approval to \$685. That \$685 includes the cost of the water. So, \$200 is added to the \$855.90 for the average cost of water (which is higher than the \$685). It is a very long involved process. He stated that another option for residents is to pay up front (\$14,361 per person), which would save on interest. The timeframe for this project would be the winter of 2015.

Supervisor Kimball reiterated that the petition for Clarkson residents is available to sign tonight. The petition will remain available for signing at the Town Hall for an additional three to four weeks. He reminded all present that we still have to go through a public hearing process after this. We need signatures from 75% of the landowners before proceeding.

Lisa Smith of 3123 Clarkson Parma Town Line Road asked which plan would be used. Supervisor Kimball responded that the petition is based on the long project - Table 1B, 28 parcels in Clarkson and 7 parcels in Parma. Doing part of the project is more expensive than doing the whole project. If we don't get a majority, the residents at the end of Peck Road may still have the option of forming a district, but it would be at a much higher cost. Residents were reminded one parcel, one vote.

AMBULANCE SERVICE DISCUSSION

Pat Connors and Rob Carges were present from the Town of Sweden. Supervisor Kimball stated that we have until August 20 to make a decision as to what direction we will be going. There is a resolution tonight to terminate the contract with Monroe for the Town of Clarkson. Supervisor Kimball added that a meeting was held with the Town of Sweden and it was decided that a committee would be formed with two representatives from Sweden and two from Clarkson. This group will attempt to come to a contract with an end date of November 15. If the committee members cannot come to an agreement, then Clarkson will return to Monroe. Supervisor Kimball commended the Brockport Volunteer Ambulance for all their hard work. David Rice thanked everyone present for their show of faith in the Brockport Ambulance. He said their goal was to get both towns back simultaneously and to provide both communities with cutting-edge, top-notch service.

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RESOLUTION TERMINATING MONROE AMBULANCE CONTRACT

PRESENT: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

ABSENT: None

Introduced by: Councilperson Hoy

Seconded by: Councilperson Didas

NOW, THEREFORE, BE IT RESOLVED, that the Clarkson Town Board elects to terminate the ambulance contract with Monroe Medi-Trans, Inc, d/b/a Monroe Ambulance and the Supervisor is directed to send a letter to Monroe Ambulance canceling the contract in accordance with Section 184(4) of Town Law.

VOTE OF THE BOARD

AYES: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

NAYS: None

MOTION TO ADJOURN FOR BRIEF RECESS

Motion by Councilperson Hoy

Seconded by Councilperson Didas

To adjourn for a brief recess at 6:50 PM.

Unanimously carried

MOTION TO RETURN TO REGULAR MEETING

Motion by Councilperson Didas

Seconded by Councilperson Hoy

To return to regular session at 6:55 PM.

Unanimously carried

RESOLUTION RELEASING DEVELOPMENT DEPOSIT FUNDS

PRESENT: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

ABSENT: None

Introduced by: Councilperson Filipowicz

Seconded by Councilperson Didas

RELEASE OF DEVELOPMENT DEPOSIT FUNDS

Contractor: Vincent Spampanato

Subdivision: Old Pine

Amount: \$154.27

Contractor: Charles VanSlooten

Subdivision: Hidden Creek Section III – Lawrence Road

Amount: \$4,848.03

Contractor: Romano Pierleoni

Subdivision: Brianna Meadows Section 2

Amount: \$500.00

Contractor: Rudy Neufeld

Subdivision: Ridge Crest Estates Phase 2

Amount: \$2,807.90

WHEREAS, The Town of Clarkson has collected and held funds from the aforementioned contractors to ensure adequate performance with regard to construction of their respective subdivisions located in the Town; and

WHEREAS, The Town Engineer has verified that the required work has been suitably completed and therefore has approved the release of said funds; and

WHEREAS, the Town Board has reviewed the miscellaneous letters of credit and the correspondence from the Town Engineer and agrees with the recommendation.

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NOW, THEREFORE BE IT RESOLVED by the Town Board of the Town of Clarkson, Monroe County, New York, as follows:

SECTION I: The Town Board does hereby release the client funds held by the Town as listed above.

SECTION II: The Town Board authorizes the immediate distribution of the funds to the proper parties, less engineering fees.

VOTE OF THE BOARD:

AYES: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

NAYS: None

STANDARD WORKDAY RESOLUTION; ESTABLISHING NUMBER OF HOURS THAT CONSTITUTE A STANDARD WORKDAY FOR RETIREMENT PURPOSES

Introduced by: Councilperson Hoy

Seconded by: Councilperson Didas

WHEREAS, the Town Board is required to establish the number of hours that constitute a standard workday for retirement purposes.

NOW, THEREFORE, BE IT RESOLVED:

Sec. 1. That a 7-hour workday be established as a standard workday for retirement purposes for the following positions:

Supervisor	Building Inspector PT
Councilpersons	Building Dept. Coordinator
Town Justices	Dog Control Officer
Assessor	Secretary to Planning Board
Assistant to the Supervisor	Deputy Town Clerk
Town Clerk	Court Clerk
Highway Clerk II	

Sec. 2. That an 8-hour workday be established as the standard workday for retirement purposes for the following positions:

Superintendent of Highways	Working Foreman
Foreman	Mechanic
Heavy Motor Equip. Operator	Motor Equipment Operator
Laborer (Highway)(Buildings & Grounds)	
Laborer PT (Highway)(Buildings & Grounds)	

Sec. 3. That this resolution shall take effect immediately.

Discussion: The resolution was amended to show change in Highway Supt. to Robert Viscardi and Councilperson to Allan Hoy.

VOTE OF THE BOARD

AYES: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

NAYS: None

RESOLUTION ADOPTING PROCUREMENT POLICY

PRESENT: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

ABSENT: None

Introduced by: Councilperson Hoy

Seconded by: Councilperson Didas

08.13.13**PROCUREMENT POLICY**

WHEREAS, Section 104-b of the General Municipal Law (GML) requires every town to adopt internal policies and procedures governing all procurement of goods and services not subject to the bidding requirements of GML §103 or any other law; and

WHEREAS, comments have been solicited from those officers of the town involved with the procurement;

NOW, THEREFORE, be it RESOLVED: That the Town of Clarkson does hereby adopt the following procurement policies and procedures:

Guideline 1. Every prospective purchase of goods or service shall be evaluated to determine the applicability of GML §103. Every town officer, board, department head or other personnel with the requisite purchasing authority (hereinafter Purchaser) shall estimate the cumulative amount of items of supply or equipment needed in a given fiscal year. That estimate shall include the canvass of other town departments and past history to determine the likely yearly value of the commodity to be acquired. The information gathered and conclusions reached shall be documented and kept with the file or other documentation supporting the purchase activity.

Guideline 2. All purchase of a) supplies or equipment, which will exceed \$20,000.00 or b) public works contract over \$35,000.00, shall be formally bid pursuant to GML §103.

Guideline 3. All estimated purchases of:

- Less than \$20,000.00 but greater than \$8,000.00 require a written request for a proposal (RFP) and written quotes from 3 vendors. In addition to written documents, faxes and electronic transmissions are acceptable means of providing written quotes. Purchase to be approved by the Town Board except where purchases have been previously approved as part of the budget.
- Less than \$8,000.00 but greater than \$3,000.00 requires a written request for goods and quotes from 3 vendors.
- Less than \$3,000.00 are left to the discretion of the purchaser.

All estimated public works contracts of:

- Less than \$35,000.00 but greater than \$10,000.00 require a written RFP and fax/proposals from 3 contractors. To be approved by Town Board except when items have been previously approved as part of the budget.
- Less than \$10,000.00 but greater than \$3,000.00 require a written request for goods and quotes from 3 vendors.
- Less than \$3,000.00 are left to the discretion of the purchaser.

Any written RFP shall describe the desired goods, quantity and the particulars of delivery. The Purchaser shall compile a list of all vendors from whom written/fax/oral quotes have been requested and the written/fax/oral quotes offered.

All information gathered in complying with the procedures of this Guideline shall be preserved and filed with the documentation supporting the subsequent purchase or public works contract.

Guideline 4. In determining whether a purchase is an expenditure within the discretionary threshold amounts established by any of the guidelines contained in this Policy, the Purchaser shall consider the reasonably expected aggregate amount of all purchases of the same commodities, services or technology to be made within the twelvemonth

period commencing on the date of purchase. Purchases of commodities, services or technology shall not be artificially divided for the purpose of satisfying the discretionary buying thresholds established by the guidelines contained in this policy. A change to or a renewal of a discretionary purchase shall not be permitted if the change or renewal would bring the reasonably expected aggregate amount of all purchases of the same commodities, services or technology from the same provider within the twelve-month period commencing on the date of the first purchase to an amount greater than the discretionary buying threshold amount.

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Guideline 5. The lowest responsible proposal or quote shall be awarded the purchase or public works contract unless the Purchaser prepares a written justification providing reasons why it is in the best interest of the town and its taxpayers to make an award to other than the low bidder. If a bidder is not deemed responsible, facts supporting that judgment shall also be documented and filed with the record supporting the procurement.

Guideline 6. A good faith effort shall be made to obtain the required number of proposals or quotes. If the Purchaser is unable to obtain the required number of proposals or quotes, the Purchaser shall document the attempt made at obtaining the proposals. In no event shall the inability to obtain the proposals or quotes be a bar to procurement.

Guideline 7. Except when directed by the Town Board, no solicitation of written proposals or quotations shall be required under the following circumstances:

- a. Acquisition of professional services;
- b. Emergencies;
- c. Sole source situations;
- d. Goods purchased under an New York State Office of General Services (OGS) group contract authorized by §104 of the General Municipal Law. These are commonly called "State Bid Contracts".
- e. Goods purchased from agencies for the blind or severely handicapped;
- f. Goods purchased from correctional facilities;
- g. Goods purchased from another governmental agency;
- h. Goods purchased at auction;
- i. Goods purchased for less than \$3,000.00;
- j. Public works contracts for less than \$3,000.00.

Guideline 8. The Town Board recognizes that the use of a line of credit (sometimes referred to as a store account) is necessary for the purchase of goods from vendors with whom the Town of Clarkson does business. A list of the approved accounts and the person(s) authorized to use such accounts is attached hereto as Exhibit A. These expenditures will be charged to the appropriate budget codes and original receipts will be forwarded to the Supervisor's Office for all charges. Failure to submit original receipt for charges may result in the officer/employee being personally liable for the undocumented charges. All other procurement policy guidelines will be followed in the use of these accounts.

Guideline 9. The Town Board recognizes that the use of a credit card is necessary for the purchase of goods from vendors with whom the Town of Clarkson does not have accounts, or for C.O.D. items. A list of the approved credit cards and the person(s) authorized to use such cards is attached hereto as Exhibit B. These expenditures will be charged to the appropriate budget codes and original receipts will be forwarded to the Supervisor's Office for all charges. Failure to submit original receipt for charges may result in the officer/employee being personally liable for the undocumented charges. Credit card usage for travel is limited to hotel, transportation and meals. Regardless of the method of payment, original receipts for all actual and necessary expenses must be provided, in addition to a certification of attendance and/or completion if travel is for a conference. The maximum amount to be charged for travel expenses is \$1,000.00 per trip. Prior to using a credit card for Internet purchases, the purchaser must first verify that the information is being submitted to a secure website. All other procurement policy guidelines will be followed in the use of the credit cards and line of credit accounts.

Guideline 10. Under certain circumstances, the Town may be due a refund for an item returned or payment for an item of tangible personal property sold by the Town. Such payments may only be made by check payable to the Town of Clarkson. Cash is not an acceptable way of collecting these funds. If someone insists on cash, the cash payment shall be made to the Town Clerk at the Town Hall and the Town Clerk shall issue a receipt for the same.

Guideline 11. The Town Board of the Town of Clarkson shall establish by resolution at its Organizational Meeting those employees who are responsible for making purchases and authorized to approve vouchers for payment. This will be in accordance with GML § 104-b(2)(f).

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Guideline 12. Professional services such as attorney, accountant and engineer shall be reviewed on a regular basis by the Town Board to ensure the fees charged are reasonable and competitive for the area. In making comparisons, consideration will be given not only to the pricing, but the skill and experience of the professionals. To ensure fair comparison, the payment (or non-payment) of benefits such as social security, retirement and health insurance shall also be considered.

Guideline 13. This policy shall be reviewed annually by the Town Board at its organizational meeting or as soon thereafter, as is reasonably practicable.

SCHEDULE A**LINE OF CREDIT/STORE ACCOUNTS****Highway Department**

Tractor Supply Company

Home Depot

Lowe's

Sears

Wegmans

Town Hall

Wegmans

Walmart

Office Max

Office Depot

Lowe's

Town Court

None

SCHEDULE B**CREDIT CARDS****Card : Chase Visa**

Authorized to be issued in the name of the persons who hold the following offices:

Town Supervisor – Paul M. Kimball

Town Clerk – Sharon S. Mattison

Superintendent of Highways – Robert Viscardi

Town Justice - Allyn S. Hammel

VOTE OF THE BOARD

AYES: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantaló

NAYS: None

Revised 8-13-13

RESOLUTION ADOPTING CELL PHONE USAGE POLICY

PRESENT: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantaló

ABSENT: None

Introduced by: Councilperson Hoy

Seconded by: Councilperson Didas

CELL PHONE USAGE POLICY

Employees with cell phone service paid for by the Town of Clarkson shall be personally responsible for any charges incurred in excess of the current cell phone plan allowance. Highway employees will receive a \$60 cell phone stipend annually to be paid in January from a signed voucher by the employee.

VOTE OF THE BOARD

AYES: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantaló

NAYS: None

08.13.13**RESOLUTION ADOPTING CLOTHING ALLOWANCE POLICY**

PRESENT: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

ABSENT: None

Introduced by: Councilperson Hoy

Seconded by: Councilperson Didas

CLOTHING ALLOWANCE POLICY

Highway department employees shall receive a \$285 clothing and steel-toe shoe stipend annually to be paid in January from a signed voucher by the employee.

VOTE OF THE BOARD

AYES: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

NAYS: None

RESOLUTION ADOPTING COMPUTER USAGE POLICY

PRESENT: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

ABSENT: None

Introduced by: Councilperson Hoy

Seconded by: Councilperson Tantalo

COMPUTER USAGE POLICY

Town computers are intended for business use only. Use of the internet for any non-business purpose, including but not limited to, personal communication or solicitation, purchasing personal goods or services, gambling and downloading files for personal use, is strictly prohibited.

The Town's policies against sexual and other types of harassment apply fully to Internet usage. Violations of those policies are not permitted and may result in disciplinary action, up to and including discharge. Therefore, employees are also prohibited from displaying, transmitting and/or downloading sexually explicit images, messages, ethnic slurs, racial epithets or anything that could be construed as harassment or disparaging to others.

Consistent with applicable federal and state law, the time an employee spends on the Internet while on Town property may be tracked through activity logs for business purposes. All abnormal or inappropriate usage will be investigated. For business purposes, management reserves the right to search and/or monitor the Town's internet usage and the files/transmissions of any employee without advance notice and consistent with applicable state and federal laws.

All email passwords must be made available to the Town at all times. Employees shall not use unauthorized codes or passwords to gain access to others' files. Employees should expect that communications that they send and receive by the Town's email system will be disclosed to management. Employees should not assume that communications that they send and receive by the Town's email system are private or confidential.

Employees learning of any misuse of the internet shall notify a department head.

Electronic communications include, among other things, messages, images, data or any other information used in email, instant messages, voice mail, fax machines, computers, personal digital assistants (including Blackberry, iPhone or similar devices), text messages, pagers, telephones, cellular and mobile phones including those with cameras, Intranet, Internet, back-up storage, information on a memory or flash key or card, jump or zip drive or any other type of internal or external removable storage drives.

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The Town's right to use, access, monitor, record and disclose electronic communications created, sent, received, used, transmitted, or stored without further notice applies equally to employee-provided systems or equipment used in the workplace, during working time, or to accomplish work tasks.

Violation of any portion of the computer usage policy may result in disciplinary action up to and including discharge.

VOTE OF THE BOARD

AYES: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

NAYS: None

MOTION TO ACCEPT EFP ROTENBERG LLP "AGREED-UPON-PROCEDURES" REPORT FOR TOWN CLERK AND TOWN JUSTICES

Motion by Councilperson Didas

Seconded by Councilperson Tantalo

To accept the "Agreed-Upon-Procedures" reports for the Town Clerk and Town Justices. These reports confirm that EFP Rotenberg LLP has effectively conducted a review of the Town Clerk and the Town Justices' records as part of their annual service to the Town of Clarkson.

Unanimously carried

MOTION TO APPROVE BUDGET MODIFICATIONS

Motion by Councilperson Filipowicz

Seconded by Councilperson Hoy

To accept Budget Modifications dated June 30, 2013 as written.

Unanimously carried

***see attached document**

INSTALLATION OF TRAFFIC SIGNS

Highway Superintendent Viscardi reviewed various areas requiring stop signs and speed limit signs. Speed limit signs are required on Mission Hill, Summer Hill and Bev Lane (30 miles per hour). Stop signs are required for Summer Hill and Lindera, Berry Grove and Lindera, Wedgewood and Berry Grove (two-way stop with Wedgewood being the through street). A public hearing is needed before installation of these signs can be approved.

MOTION CALLING FOR PUBLIC HEARING; INSTALLATION OF TRAFFIC SIGNS

Introduced by: Councilperson Hoy

Seconded by: Councilperson Tantalo

RESOLUTION SETTING PUBLIC HEARING

LOCAL LAW #4-2013

TOWN OF CLARKSON, MONROE COUNTY

A LOCAL LAW TO ESTABLISH STOP SIGNS AT THE INTERSECTIONS OF LINDERA LANE WITH BERRY GROVE LANE AND SUMMER HILL DRIVE and AT THE INTERSECTION OF WEDGEWOOD COURT AND BERRY GROVE LANE

WHEREAS, the Town Board has before it a proposed Local Law to amend the provisions of §128-28. of the Clarkson Code to establish stop signs on Lindera Lane, Berry Grove Lane and Chandon Place in the Town of Clarkson; and

WHEREAS, in order to adopt said Local Law, the Town Board of the Town of Clarkson is required to hold and conduct a public hearing thereon;

08.13.13**NOW, THEREFORE, BE IT RESOLVED:**

SECTION 1. That the Town Board of the Town of Clarkson shall hold and conduct a Public Hearing on the 10th day of September, 2013, at 6:00 p.m. at the Town Hall, 3710 Lake Road, Town of Clarkson, New York, 14430 to consider the changes which are contained in the attached Local Law; at which Public Hearing all interested persons will be heard concerning the subject matter thereof.

SECTION 2. That the Town Clerk shall cause due notice of such public hearing to be published as required by law.

VOTE OF THE BOARD

AYES: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Tantalo

NAYS: None

LOCAL LAW #4-2013

A LOCAL LAW TO ESTABLISH STOP SIGNS AT THE INTERSECTIONS OF LINDERA LANE WITH BERRY GROVE LANE AND SUMMER HILL DRIVE and AT THE INTERSECTION OF WEDGEWOOD COURT AND BERRY GROVE LANE

Be it enacted by the Town Board of the Town of Clarkson

Section 1. This local law is enacted pursuant to the authority contained in the New York State Town Law, the New York State Vehicle and Traffic Law and in Article 2 of the Municipal Home Rule Law of the State of New York.

Section 2. This Local Law shall be known as Local Law #4-2013 “**A Local Law to Establish Stop Signs at the Intersections of Lindera Lane with Berry Grove Lane and at the Intersection of Wedgewood Court and Berry Grove Lane.**”

Section 3. The following stop signs are added to Section 128-28 of the Clarkson Town Code “Schedule I: Stop Intersections”

<u>Stop Sign On</u>	<u>Direction of Travel</u>	<u>At Intersection of</u>
Lindera Lane	West	Summer Hill Drive
Lindera Lane	East	Berry Grove Lane
Berry Grove Lane	East	Wedgewood Court
Chandon Place	West	Wedgewood Court

Section 4. Severability. The invalidity of any section or provision of this local law shall not invalidate any other section or provision thereof

Section 5. That this local law shall take effect immediately upon filing as required by law.

MOTION AUTHORIZING SALE OF 1992 INTERNATIONAL TRUCK AT AUCTION

Motion by Councilperson Didas

Seconded by Councilperson Filipowicz

To authorize the sale of 1992 International dump truck on “Auctions International”. The sale of the truck will not be final without the approval of the Town Board.

Unanimously carried

MOTION AUTHORIZING TRUCK PURCHASE

Motion by Councilperson Didas

Seconded by Councilperson Filipowicz

To purchase through “Auctions International” a 2007 International 7600 dump truck.

Purchase price not to exceed \$60,000.

Unanimously carried

08.13.13**MOTION AUTHORIZING PURCHASE OF JOHN DEERE MOWER**

Motion by Councilperson Didas

Seconded by Councilperson Hoy

To approve the purchase of a John Deere mower for a total of \$4,700.00 with trade in of 2006 Scag mower.

Unanimously carried

Discussion: Supt. Viscardi was instructed to sell more scrap metal to help cover the cost of the new mower. Supt. Viscardi stated that the 2006 Scag has 1500 hours of use and is quite frequently in need of repair.

MOTION APPROVING SUPERVISOR'S MONTHLY FINANCIAL REPORT

Motion by Councilperson Hoy

Seconded by Councilperson Didas

To approve the Supervisor's monthly financial report.

Unanimously carried

BUILDING INSPECTOR REPORTS

C. Fabry had nothing to report.

ASSESSOR REPORTS

C. Lyon had nothing to report.

HIGHWAY SUPT. REPORTS

Supt. Viscardi stated that Highway crews have been extremely busy with County work, drainage work, parking lots, and milling. Councilperson Hoy inquired about the paint machine. Supt. Viscardi said it was just returned yesterday after \$800 of repairs.

Councilperson Didas inquired about a proposal for box lacrosse at Ridgewood Park.

Supt. Viscardi met with members of Brockport Lacrosse and shared a drawing of the proposed court with the Board. Walls would need to be installed. Brockport Lacrosse is willing to come before the Town Board to discuss this proposal. Councilperson Didas commended Supt. Viscardi on the organization of the Highway Garage.

TOWN CLERK REPORTS

S. Mattison reported that Ridgewood Lodge rentals have increased.

MINUTES

Motion by Councilperson Tantalo

Seconded by Councilperson Didas

To approve July 23, 2013 minutes.

Unanimously carried

AUDIT—8-1-2013

Motion by Councilperson Hoy

Seconded by Councilperson Didas

To authorize payment of audit 8-1-2013 to include the following:

Vouchers 20130683-20130734; Total \$32,466.04; Gen. \$15,490.80; Hwy. \$13,860.45; SL \$3,114.79

For distribution checks from 25393 - 25436

Unanimously carried

DISCUSSION

Councilperson Didas has some updated materials to be placed in the kiosk at the Canal Park and talked to Highway staff about taking care of this. He also questioned whether or not the Wall of Fame could be moved to the Veterans' Memorial Park. This Wall of Fame does need updating, perhaps through a sign company or a buy-a-brick walkway. S. Mattison suggested a committee be formed to work on this. Councilperson Filipowicz volunteered.

08.13.13

EXECUTIVE SESSION

Motion by Councilperson Hoy

Seconded by Councilperson Didas

To enter executive session at 7:45 P.M. to discuss a personnel matter.

Unanimously carried

RETURN TO REGULAR SESSION

Motion by Councilperson Hoy

Seconded by Councilperson Didas

To return to regular session at 8:05 P.M.

Unanimously carried

MOTION EXTENDING WORKING FOREMAN POSITION

Motion by Councilperson Filipowicz

Seconded by Councilperson Didas

To extend Eric Weitz Working Foreman position to December 31, 2013.

Unanimously carried

MOTION TO ADJOURN

Motion to adjourn at 8:15 P.M. by Councilperson Hoy

Seconded by Councilperson Didas

Unanimously carried

Respectfully submitted,

Sharon S. Mattison

Town Clerk

Approved 09-10-2013

TOWN OF CLARKSON – BUDGET MODIFICATIONS

Sunday, June 30, 2013

ACCOUNT TITLE	ACCT. NO.	ORIGINAL BUDGET	BUDGET MODIFICATION	AMENDED BUDGET	ACTUAL 6/30/2013	EXPECTED	PROJECTED 12/31/2013	COMMENTS ON BUDGET MODIFICATIONS
						REMAINING INCREASE		
A FUND - GENERAL TOWNWIDE								
Interest & Penalties on Taxes	1081	(12,000.00)	(4,284.45)	(16,284.45)	(16,284.45)	-	(16,284.45)	
Sales Taxes	1120	(258,000.00)	(65,760.50)	(323,760.50)	(210,845.51)	(200,000.00)	(410,845.51)	Low budget used for next year appropriation
Culture & Recreation Fees	2089	-	-	-	(11,000.00)	-	(11,000.00)	Green Areas Fees Collected. Apply to Reserve fund?
Government Grants	3089	-	(19,872.74)	(19,872.74)	(19,872.74)	-	(19,872.74)	Town Clerk (\$15,114) and Highway Equipment Grant (\$4,759)
Justices - Contractual Expense	1110.4	7,900.00	4,000.00	11,900.00	5,091.61	7,950.00	13,041.61	Estimated litigation costs of \$4,000
Supervisor - Contractual	1220.4	30,396.00	10,000.00	40,396.00	22,500.00	17,698.00	40,198.00	O'Connell for Ridgewood Park
Attorney - Contractual	1420.4	20,000.00	5,000.00	25,000.00	14,970.00	10,030.00	25,000.00	Employee Handbook (\$1,500) + Personnel Matter+ Normal Fees
Personnel - Contractual	1430.4	-	4,000.00	4,000.00	2,041.32	1,958.68	4,000.00	Training and mileage not budgeted
Engineer - Contractual Expense	1440.4	8,000.00	8,000.00	16,000.00	8,524.98	8,000.00	16,524.98	Engineer charges for Veterans Memorial Park
Records Management - Equipment	1460.2	-	5,382.71	5,382.71	5,382.71	-	5,382.71	Add'l expenses covered by grant
Records Management - Contractual	1460.4	1,500.00	6,784.98	8,284.98	6,784.98	1,500.00	8,284.98	Add'l expenses covered by grant
Municipal Association Dues	1920.4	1,100.00	250.00	1,350.00	1,350.00	-	1,350.00	Budgeted for Mun. Assoc. Dues only. Includes other dues
Garage - Equipment	5132.2	3,000.00	26,500.00	29,500.00	27,643.43	1,500.00	29,143.43	Approved Pick up(\$22,680),Mower (\$6,350), & Copier (\$4,759)
Parks - Equipment	7110.2	8,000.00	3,000.00	11,000.00	-	10,100.00	10,100.00	Reclass mower from 5132.2 and purchase added mower \$3,800 net
Hospital & Medical Insurance	9060.8	61,377.00	17,000.00	78,377.00	48,356.05	29,000.00	77,356.05	Safety Inspector (\$10,496) + rate increases
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B FUND-GENERAL OUTSIDE VILLAGE								
Shared Joint Services	2390	-	-	-	(23,388.69)	(18,000.00)	(41,388.69)	Safety Inspector with Hamlin
Building Permits	2555	(13,500.00)	(12,755.00)	(26,255.00)	(31,851.26)	-	(31,851.26)	Increased activity for apartment buildings and cell towers
Other Permits	2590	(70,000.00)	(10,000.00)	(80,000.00)	(80,823.00)	-	(80,823.00)	Transfer Station Income
Safety Inspection - Personal Services	3620.1	45,784.00	15,000.00	60,784.00	30,596.96	30,187.04	60,784.00	Need to add personnel changes
Zoning - Contractual	8010.4	950.00	4,850.00	5,800.00	2,890.75	2,890.75	5,781.50	Increased legal and engineering from increased activity
Planning - Contractual	8020.4	6,100.00	2,905.00	9,005.00	4,502.25	4,502.25	9,004.50	Increased legal and engineering from increased activity
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