

TOWN OF CLARKSON
TOWN BOARD MEETING
February 10, 2015

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, February 10, 2015 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 6:00 P.M.

PRESENT:

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

ALSO:

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

**Excused

Supervisor Kimball opened the meeting, and Kristin Coon, Assistant to the Supervisor, led all those present in the Pledge of Allegiance. A moment of silence was observed for those serving in the military.

OPEN FORUM

Jill Wisnowski and Rob Carges were here to present an overview of programs at the Sweden Clarkson Community Center. Jill distributed a handout illustrating the breakdown of program participation with respect to the percentage of Sweden residents vs. Clarkson residents. This information was reviewed and discussed. The final page of the handout contained budget recaps for both the Community Center and the Senior Center. Registration fees for residents vs. non-residents was discussed.

Supervisor Kimball inquired about the softball field usage. Jill reported that the Umpire Association recently contacted her to report that our fields are not considered safe (e.g. bases are not secured properly) and they will not umpire our events until those issues are remedied. Discussion ensued regarding the proper type of bases as well as maintenance of the fields, especially after a heavy rain, to make the fields safe. This information will be researched further. In addition, Supervisor Kimball remarked that both Clarkson and Sweden should contact their insurance companies to see what they require.

Jill mentioned that Grant will be in charge of the adult softball leagues this year. Highway Superintendent Viscardi stated that currently highway staff is not scheduled for weekends in the summer months. Personnel requirements will be decided at a future date, depending on field usage. At this time, Sunday morning, Monday night and Tuesday nights are the target league times for adult softball. Jill commented that the hot dog concession stand has been very popular in the past.

Deanna Irvine introduced herself as the new supervisor for the Senior Center. She invited Board members to stop in for a tour and to feel free to attend their luncheons held the second Friday each month. She gave an update of programs at the Senior Center as well as participation statistics. Ms. Irvine commented that there is now a minimum fee to use the facility. She has been able to utilize the RecDesk program used by the Sweden Clarkson Community Center which aids in tracking usage and participation of facilities.

SEYMOUR LIBRARY

Library Director, Carl Gouveia, thanked the Clarkson Highway staff for excellent maintenance of the parking lots at the library.

02.10.15**FIRST NIAGARA BANK**

Carol Barrus, Branch Manager for both the Brockport and Holley offices as well as Kevin Dwyer were present to submit a proposal to the Town regarding banking services. Materials were distributed highlighting details of the services offered by First Niagara.

URBAN & COMMUNITY FORESTRY PROGRAM GRANT

NYSDEC was contacted for guidance regarding the Urban and Community Forestry Program grant which will expire on November 14, 2015. K. Coon recommended simplifying this project by having the Highway Superintendent select trees and planting sites from the DEC list of recommendations which was generated from the Tree Inventory completed in 2010. Residents will be notified if a tree will be planted in the Town's right-of-way in front of their residence. Tree maintenance will be the responsibility of the Town. Once the planting is complete, the Town will submit the required grant paperwork to the DEC for 50% reimbursement.

EMPLOYEE HANDBOOK CLARIFICATION

There are two items that need clarification in the handbook: (1) merit increase scheduling; and (2) definition of a part-time regular employee vs. a part-time employee for purposes of vacation and holiday pay. Currently there is only one part-time employee that receives vacation/holiday pay. After discussion it was determined that we need to remove the part-time regular employee policy found on page 10 of the employee handbook.

The pay chart indicates that performance appraisals are to be held in June and December for the first 2-1/2 years of employment; the handbook indicates 2 years. Final wording of this policy will be determined at the next meeting.

CDBG – TOWN HALL ENTRY DOOR

Introduced by: Councilperson Hoy

Seconded by: Councilperson Filipowicz

**RESOLUTION AUTHORIZING TOWN SUPERVISOR TO SIGN
AMENDATORY AGREEMENT TO EXTEND COMPLETION DEADLINE FOR
2010 CDBG CLARKSON TOWN HALL ADA IMPROVEMENTS GRANT
PROJECT**

WHEREAS, the Town Board has previously approved an agreement between Monroe County and the Town of Clarkson for the Town Hall Entry Door ADA Improvement project which was funded by the 2010 Community Development Block Grant (CDBG) Program YR 35 in the amount of \$33,098 on April 8th, 2014; and

WHEREAS, the Town Board had previously authorized the Supervisor's signature on said agreement on April 8th, 2014;

WHEREAS, the aforementioned agreement terminates on February 28th, 2015 and

WHEREAS, the Town has requested and received an amendatory agreement between Monroe County and the Town of Clarkson extending the termination date to February 28, 2016;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. That the Town Board of the Town of Clarkson authorizes the Town Supervisor to sign the Amendatory Agreement with Monroe County for the Town Hall Entry Door ADA Improvement project to commence on March 1, 2015 and expire February 28, 2016.

VOTE OF THE BOARD

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

NAYS: none

02.10.15**MOTION ACKNOWLEDGING RECEIPT OF SUPERVISOR'S REPORT**

Motion by Councilperson Hoy

Seconded by Councilperson Didas

Acknowledging receipt of supervisor's report for January 2015.

Unanimously carried.

BUILDING INSPECTOR REPORTS

C. Fabry reported that Don Cook's new build is underway on Ridge Road; Deerfield is ready to install another elevator; C. Grasta has been having issues with one of his buildings.

HIGHWAY SUPERINTENDENT REPORTS

B. Viscardi reported that highway crews have logged in approximately 65,000 miles and used about 1,600 tons of salt and sand. Currently the Town has 500 ton of salt in stock. Highway staff is working vigorously to keep up with road cleanup.

MINUTES

Motion by Councilperson Didas

Seconded by Councilperson Smith

To approve January 27, 2015 minutes.

Unanimously carried

AUDIT—02-01-2015

Motion by Councilperson Hoy

Seconded by Councilperson Smith

To authorize payment of audit 02-01-2015 to include the following:

Vouchers 20150106-20150147; Total \$327,273.55; Gen. \$298,655.30; Hwy. \$21,670.92; SS \$6,947.33

For distribution checks from 27057 to 27096

Unanimously carried

EXECUTIVE SESSION

Motion by Councilperson Filipowicz

Seconded by Councilperson Hoy

To enter executive session at 7:15 P.M. to discuss a personnel matter.

Unanimously carried

RETURN TO REGULAR SESSION

Motion by Councilperson Didas

Seconded by Councilperson Smith

To return to regular session at 8:30 P.M.

Unanimously carried

MOTION APPOINTING FIVE STAR AS OFFICIAL BANKING INSTITUTE

Motion by Councilperson Smith

Seconded by Councilperson Hoy

To name Five Star Bank as official banking institute.

Unanimously carried

MOTION APPROVING PAY INCREASE; ASSISTANT TO THE SUPERVISOR

Motion by Councilperson Hoy

Seconded by Councilperson Filipowicz

To approve a 6% pay increase for Assistant to the Supervisor, Kristin Coon.

Unanimously carried

02.10.15

MOTION TO ADJOURN

Motion to adjourn at 8:32 P.M. by Councilperson Hoy
Seconded by Councilperson Smith
Unanimously carried

Respectfully submitted,

Kristen P. Coon for

Sharon S. Mattison
Town Clerk

Approved 02-24-2014