

TOWN OF CLARKSON
TOWN BOARD MEETING
October 13, 2015

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, October 13, 2015 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
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 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

Edson Hefke of 63 Bev Circle requested that the Town purchase additional grills at Ridgewood Lodge to help accommodate the total capacity of the lodge. The Board agreed to the additional grills and stated funds to purchase the grills will be charged to the Green Area Trust account.

RECREATION DIRECTOR REPORTS

Jill Wisnowski reported that summer softball leagues ended late due to rainy weather leaving no time for fall softball. J. Wisnowski updated the Board on upcoming events at the recreation center.

PROPOSED BROOK FIELD AT CLARKSON

Attorney for the Town, Richard Olson stated that the Conservation Board needs to complete their review once a new map showing changes has been received. C. Fabry will contact their engineer regarding the use of map revision blocks and request electronic and hard copies of the updated maps.

PROPOSED EXPRESS MART

Attorney for the Town, Richard Olson stated that a property description is needed before moving forward. The project is awaiting review by the Conservation Board. Once that is complete, the Conservation Board will report their findings in writing to the Town Board.

PROPOSED AGREEMENT BETWEEN TOWN OF CLARKSON AND MONROE AMBULANCE

Supervisor Kimball stated that Monroe Ambulance has asked to lease a room in the lower level of the Justice Court to be used as their office. Attorney, Richard Olson has reviewed and approved the following terms of the lease pending approval by Monroe Ambulance.

Monroe Ambulance shall have primary use of the basement room so designated as the Monroe Ambulance Office and in addition shall have the right to use jointly with the Town of Clarkson adjacent public spaces (halls and lavatories) for and during the term of thirteen (13) months commencing on December 1, 2015 and terminating on December 31, 2016.

10.13.15

Monroe Ambulance agrees to pay and the Town agrees to accept as rental for said quarters \$150 per month. Payment is due on the first of each month, or if Monroe Ambulance so desires, the entire 13-month (\$1,950) lease may be paid December 1, 2015. Areas occupied and used on a shared basis shall be done so in accordance with rules as established by the Town Board.

Monroe Ambulance shall not permit anyone other than Monroe Ambulance employees to enter the Clarkson Justice Court through the designated Monroe Ambulance entryway. Doors at the Clarkson Justice Court shall not be propped open at any time.

The Town will remove snow and ice from the driveway and parking area servicing Monroe Ambulance.

The Town will advise Monroe Ambulance of any proposed increase of rent for the following contract year on or before August 20 of the current contract.

Monroe Ambulance shall provide and keep current a Certificate of Liability Insurance naming the Town of Clarkson as additionally insured. Minimum coverage required is \$1,000,000 per occupancy; \$3,000,000 aggregate. Monroe Ambulance shall also provide proof of current Workers Compensation insurance.

The matter was tabled to the next meeting awaiting response from Monroe Ambulance.

HAMLIN DOG CONTROL AGREEMENT

Councilperson Filipowicz will review the agreement and send corrections, if any, to Kristin Coon.

RELEASE LETTER OF CREDIT FUNDS; LIBERTY COVE SUBDIVISION-SECTION 6

Motion by Councilperson Filipowicz

Seconded by Councilperson Hoy

To release, upon recommendation of Chatfield Engineers, an additional \$16,505.05 from the Letter of Credit. This and the previous submitted release should total \$49,768.46. Chatfield Engineers included a revised Statement of Construction No. 2 for Section 6 of Liberty Cove Subdivision.

Unanimously carried

MOTION CALLING FOR PUBLIC HEARING; 2016 PRELIMINARY BUDGET

Motion by Councilperson Smith

Seconded by Councilperson Hoy

To call for a public hearing to be held on Tuesday, November 10, 2015 at 6:00 P.M. at the Clarkson Town Hall, 3710 Lake Road, Clarkson NY to discuss the 2016 preliminary budget.

Unanimously carried

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

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

ABSENT: None

Introduced by: Councilperson Hoy

Seconded by: Councilperson Smith

To accept the "Agreed-Upon-Procedures" reports for the Town Clerk and Town Justices for the year 2014. 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.

VOTE OF THE BOARD

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

NAYS: None

10.13.15**ASSESSOR POSITION UPDATE**

The Town Clerk will contact T. Murphy for available dates to assist with interviews for the open Assessor position.

MOTION TO INCREASE 2016 LODGE FEES

Motion by Councilperson Didas

Seconded by Councilperson Smith

To increase Goodwin Lodge rental fee to \$150.00 per day. To increase Ridgewood Lodge rental fee to \$175.00 per day. The new fees will become effective January 1, 2016.

Unanimously carried

TRANSFER STATION FEE FOR 2016

After a brief discussion the Town Board decided there would be no change in the permit fee for 2016.

MOTION TO SET HORSE ARENA USAGE FEE

Motion by councilperson Didas

Seconded by Councilperson Smith

To charge a usage fee of \$150 per day for the horse arena. All users will be required to have a minimum \$1,000,000/\$3,000,000 in general liability insurance with the Town of Clarkson named as Additional Insured and Certificate Holder.

Unanimously carried

SUPERVISOR REPORTS

Supervisor Kimball stated the petitions for the proposed Clarkson Parma Town Line Road water district are still available to sign.

MOTION ACKNOWLEDGING RECEIPT OF SUPERVISOR'S FINANCIAL REPORT

Motion by Councilperson Hoy

Seconded by Councilperson Smith

Acknowledging receipt of Supervisor's Financial Report.

Unanimously carried

TOWN CLERK REPORTS

S. Mattison had nothing to report.

BUILDING INSPECTOR REPORTS

C. Fabry reported that the open house for Tender Loving Family Care went well. He continues to spend a lot of time at Autumn Woods apartment complex, which is nearing completion. He is currently working on the last six buildings. In addition, two new house permits have recently been issued.

HIGHWAY SUPT. REPORTS

R. Viscardi distributed a report listing County work done to date, not including current jobs. Fall Brush Pick-Up begins October 19th. Since attendance was low last year, Fall Junk Day will only be one day this year, October 24th. Monroe County Auction was held last week. Equipment sold yielded a profit of \$6,651. Our new truck is being built and should be delivered in four to six weeks.

MINUTES

Motion by Councilperson Didas

Seconded by Councilperson Filipowicz

To approve September 22, 2015 minutes.

Unanimously carried

10.13.15**MINUTES**

Motion by Councilperson Didas
Seconded by Councilperson Filipowicz
To approve September 29, 2015 minutes.
Unanimously carried

AUDIT—10-01-2015

Motion by Councilperson Hoy
Seconded by Councilperson Smith
To authorize payment of audit 10-01-2015 to include the following:
Vouchers 20150823-20150867; Total \$91,579.19; Gen. \$26,471.69; Hwy. \$59,042.67;
SL \$3,562.83; SS \$2,502.00
For distribution checks from 30552-30592
Unanimously carried

MOTION TO ADJOURN

Motion to adjourn at 6:40 P.M. by Councilperson Hoy
Seconded by Councilperson Smith
Unanimously carried

Respectfully submitted,

Sharon S. Mattison

Town Clerk

Approved 10-27-2015