

TOWN OF CLARKSON
TOWN BOARD MEETING
September 13, 2016

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, September 13, 2016 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.
** Elizabeth Spencer	Assessor
**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

Mr. Mazzarella spoke on behalf of the Firemen's Exempt Club. The Exempts own a 15 acre parcel on West Avenue. They have received a proposal to install a solar farm on a section of this land. Mr. Mazzarella is here to request a permit from the Town while State and Federal funding are still available. This project would provide much-needed financial assistance to the Exempts. Further research and discussion is required before a decision can be made. Mr. Mazzarella can be reached at 637-6545. Chad Fabry suggested that the application for this permit come directly from the vendor instead of the Exempts.

SWEDEN/CLARKSON RECREATION CENTER

Jill Wisnowski gave an update on activities at the Rec Center. There are fall softball leagues still using the fields on Ridge Road. Fall programs and planning for holiday activities are well underway. Participation in summer camp and senior programs were reviewed. Rob Carges, Supervisor for the Town of Sweden, added his support for the programs at the Rec Center. He reported that two air conditioner units recently had to be replaced on the gym, at a cost of \$25,000. He commented that the building is due for some upgrades. They received a CDBG grant to assist in covering expenses for handicap parking up near the building. The issue of room temperature was discussed. Jill explained that room temperatures are intentionally lower at the start of class because once they start moving, participants obviously warm up. She reviewed statistics available from Rec Desk, the software program utilized by the Rec Center for registering program participants. Discussion was held regarding the percentage of Clarkson residents using the Rec Center compared to the percentage from Sweden.

SEYMOUR LIBRARY

Director Carl Gouveia introduced Deb Cody, Brigitte Duschen, LuAnne Cenci, and Linda Sanford, all in attendance representing the Seymour Library. He shared statistics from their annual report. Mr. Gouveia reviewed upcoming programs and commented on the trend from paper books to *e-books*. He went on to explain the process and expense involved with *e-books*. Information from the proposed 2017 budget totaling \$594,000 was reviewed. This proposed budget is a 0.68% increase over the 2016 budget. Clarkson's allocation increased significantly due to the 2015 interim census update, which changed Clarkson's share of the total.

09.13.16

BUILDING PERMIT FEE SCHEDULE

Councilpersons Didas and Filipowicz recently met with Chad Fabry to discuss possible revisions to the building permit fee schedule. Copies of the revised fee schedule were distributed to Board members. Residential fees were left intact. Most of the adjustments involve commercial fees. Chad provided explanations for the recommended changes, which will be forwarded to Richard Olson, Attorney for the Town, for his review. Fees for business permits are collected annually. Copies of the 2016 business permits will be provided to Chad so he may schedule his annual inspection of those businesses.

Motion by Councilperson Filipowicz

Seconded by Councilperson Hoy

To accept the proposed changes to the building permit fee schedule, pending Richard Olson's approval, effective immediately.

Unanimously carried

***see attached fee schedule**

AUTHORIZATION TO RELEASE LETTER OF CREDIT FUNDS FOR LIBERTY COVE SUBDIVISION – SECTION 6

Motion by Councilperson Filipowicz

Seconded by Councilperson Didas

To release \$12,132 from the Letter of Credit upon the recommendation from Town Engineer, JP Schepp, P.E. leaving a remaining balance of \$54,655. Unanimously carried

Unanimously carried

DOG CONTROL

Dog Control Officer, Dave Maynard did not appear.

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

PRESENT: Supervisor Kimball, Councilpersons Hoy, Filipowicz and Didas

ABSENT: Councilperson Smith

Introduced by: Councilperson Didas

Seconded by Councilperson Hoy

To accept the "Agreed-Upon-Procedures" reports for the Town Clerk and Town Justices for the year 2015. 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, and Didas

NAYS: None

BENITA DRIVE SEWER PUMP

Highway Superintendent Viscardi reported that one of the pumps on Benita Drive had a seal leak, which burned out the motor. B. Viscardi contacted Siewert (\$5,153) and Pioneer (\$4,986) to obtain comparison pricing. Turn-around time for replacement of this pump is 8 to 10 weeks. Bob is requesting approval for this expense.

Motion by Councilperson Hoy

Seconded by Councilperson Didas

Motion to accept the low bid, namely Pioneer, for replacement of a Benita Drive sewer pump.

Unanimously carried

09.13.16**NEW HIRES FOR HIGHWAY DEPARTMENT**

Superintendent Viscardi reported that with Mike Wright retiring on September 29th, he is down to a skeleton crew. He has received several applications and has pulled 7 or 8 that are CDLB or A, which he needs now as there is no time to train anyone before snow season. He is requesting approval from the Board to begin interviews, to fill two full-time positions at this time.

Motion to allow the Highway Superintendent to conduct interviews and hire two full-time employees.

Motion by Councilperson Hoy

Seconded by Councilperson Didas

Unanimously carried

RESOLUTION AUTHORIZING THE SUPERVISOR TO SIGN AND SUBMIT JUSTICE COURT ASSISTANCE PROGRAM GRANT APPLICATION

PRESENT: Supervisor Kimball, Councilpersons Hoy, Filipowicz and Didas

ABSENT: Councilperson Smith

Introduced by Councilperson Filipowicz

Seconded by Councilperson Didas

RESOLVED, that the Clarkson Town Board hereby authorizes the Supervisor of the Town of Clarkson, County of Monroe, State of New York to prepare, sign and submit a grant entitled **Justice Court Assistance Program** for equipment in the Town of Clarkson Justice Court in an amount not to exceed \$30,000, and to be the official representative acting in connection with the application and, as required, executing the contract.

VOTE OF THE BOARD

AYES: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas

NAYS: None

MOTION ACKNOWLEDGING RECEIPT OF SUPERVISOR'S FINANCIAL REPORT

Motion by Councilperson Didas

Seconded by Councilperson Hoy

Acknowledging receipt of Supervisor's Financial Report.

Unanimously carried

TOWN CLERK REPORTS

Nothing to report.

BUILDING INSPECTOR REPORTS

Nothing to report.

HIGHWAY SUPT. REPORTS

Councilperson Hoy commended Bob Viscardi on the letter distributed to Drake Road residents explaining the work completed on that road (cold mix paving and chip sealing).

Bob stated that work on Drake Road and Redman Road is almost complete, with only sweeping and striping left to do. County work: West Avenue is almost done with ditching work remaining; three jobs recently completed with Hamlin and Parma; currently paving Colby Street with Sweden. He just accepted a new culvert project in Perinton, which should take about four days. As of September 12th, revenue from County jobs this year is approximately \$250,000. Bob reminded all present that Mike Wright is retiring on September 29th after 38 years of employment with the Town of Clarkson. He will be difficult to replace.

09.13.16**MINUTES**

Motion by Councilperson Didas
 Seconded by Councilperson Hoy
 To approve August 9, 2016 minutes.
 Unanimously carried

AUDIT—8-02-2016

Motion by Councilperson Hoy
 Seconded by Councilperson Didas
 To authorize payment of audit 8-02-2016 to include the following:
 Vouchers 20160640 to 20160675; Total \$32,439.47; General A \$7,863.97; General B \$2,812.40; DA Highway \$18,905.59; DB Highway \$2,680.50; SS \$177.01
 For distribution checks from 31497 to 31529
 Unanimously carried

AUDIT—9-01-2016

Motion by Councilperson Hoy
 Seconded by Councilperson Didas
 To authorize payment of audit 9-01-2016 to include the following:
 Vouchers 20160676 to 20160723; Total \$73,035.50; General A \$9,060.40, General B \$410.94; Highway DA \$53,950.91; Highway DB \$5,852.80; SS \$275.00, SL \$3,485.45
 For distribution checks from 31530 to 31570
 Unanimously carried

MOTION TO APPOINT PLANNING BOARD MEMBER; CONRAD ZIARNIAK

Motion by Councilperson Didas
 Seconded by Councilperson Hoy
 To appoint Conrad Ziarniak to the Planning Board of effectively immediately, term ending December 31, 2016

MOTION TO APPOINT ZONING BOARD OF APPEALS MEMBER; HAROLD MUNDY

Motion by Councilperson Didas
 Seconded by Councilperson Hoy
 To appoint Harold Mundy to the Zoning Board of Appeals effectively immediately, term ending December 31, 2018.

MOTION TO ADJOURN

Motion to adjourn at 8:10P.M. by Councilperson Hoy
 Seconded by Councilperson Didas
 Unanimously carried

Respectfully submitted,

Sharon S. Mattison

Town Clerk

Approved 09-27-2016