

TOWN OF CLARKSON
TOWN BOARD MEETING
October 25, 2016

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, October 25, 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

No one spoke

MOTION TO CLARIFY EMPLOYEE HANDBOOK; PROBATIONARY PERIOD

Motion by Councilperson Hoy

Seconded by Councilperson Smith

The probationary period for new hires will be 52 weeks, effective immediately.

Unanimously carried

EMPLOYEE HANDBOOK REVISION; MEDICAL INSURANCE

After a short discussion, it was decided that K. Coon will contact Pat Naylor, Esq. for recommendation on the appropriate language to use for this policy.

LARSEN ENGINEERS; SOLAR POWER DISCUSSION

Ram Shrivastava, President and CEO of Larsen Engineers shared information on solar grants/funding. He explained options available for solarized programs to make Clarkson a clean energy community. Incentives include State and/or Federal grants. There are four levels of grants, \$50,000 up to \$250,000. The total grant amount is \$1.6 million and would fund about 18 projects in the Genesee-Finger Lakes region. Communities apply based on their individual needs. The Genesee-Finger Lakes Region Council, which is funded by NYSERDA, is available to assist with planning. Mr. Shrivastava commented that the landfill on Redman Road would be an excellent location for a community solar field. Clarkson would lease the land to an equity investor/developer who would own the solar system. Fees would have to be determined. Local engineers would submit competitive proposals for Clarkson to choose from. The developer would then acquire financing and begin installation.

Kirk Golden, of 47 Tearose Meadow Lane, is also the President of Rochester Solar & Wind. He supported the concept of a community solar field or a public RFP.

Supervisor Kimball inquired about the November deadline for the \$5,000 public education grant. Mr. Golden commented that Roc Spot would guide us through this grant application at no cost. Shawn Lessord, 73 Valley View Drive, of Renewable Rochester was also present.

MOTION TO PROMOTE SOLAR EDUCATION GRANT

Motion by Councilperson Hoy
 Seconded by Councilperson Smith
 To promote the solar education grant.
 Unanimously carried

MOTION CALLING FOR PUBLIC HEARING; 2017 PRELIMINARY BUDGET

Motion by Councilperson Hoy
 Seconded by Councilperson Didas
 To call for a public hearing to be held on Tuesday, November 8, 2016 at 6:00 P.M. at the Clarkson Town Hall, 3710 Lake Road, Clarkson NY to discuss the 2017 preliminary budget.
 Unanimously carried

RESOLUTION AUTHORIZING SUPERVISOR TO SIGN AGREEMENT TO EXTEND INDEXED LUMP SUM MUNICIPAL SNOW AND ICE AGREEMENT

PRESENT: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Smith
ABSENT: None

Introduced by: Councilperson Smith
 Seconded by: Councilperson Filipowicz

WHEREAS, the Town Board has authorized the Supervisor of the Town of Clarkson, County of Monroe, State of New York to sign the Agreement to Extend Indexed Lump Sum Municipal Snow and Ice Agreement with NY State DOT. The present term of the Agreement, as extended, expires June 30, **2018**, unless further extended.

The lump sum amount is \$212,261.60 for the 2016/17 season.

VOTE OF THE BOARD

AYES: Supervisor Kimball, Councilpersons Hoy, Filipowicz, Didas and Smith
NAYS: None

MOTION TO AUTHORIZE PROMOTION FROM MEO TO HEO

Motion by Councilperson Didas
 Seconded by Councilperson Smith
 To authorize the promotion for Wayne T. Swanger from MEO step 20 to HEO step 16 at \$23.96 hr with the probation period being six months.
 Unanimously carried

MOTION AUTHORIZING THE SUPERVISOR TO SIGN FIVE STAR CREDIT CARD APPLICATION

Motion by Councilperson Hoy
 Seconded by Councilperson Filipowicz
 To authorize the Supervisor to sign the Five Star credit card application.
 Unanimously carried

MOTION TO AMEND PROCUREMENT POLICY

Motion by Councilperson Smith
 Seconded by Councilperson Filipowicz
 To amend the Procurement Policy by removing Chase Bank and replacing it with Five Star Bank as the issuing bank for town credit cards.
 Unanimously carried

SCHEDULE B**CREDIT CARDS**

Card : **Five Star Bank** 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

TOWN CLERK REPORTS

S. Mattison reported there will be open seats on support boards and an ad was placed in the Herald and town website advertising the open positions.

BUILDING INSPECTOR REPORTS

Chad Fabry reported that construction continues on five to six new homes in town.

MOTION TO APPROVE FEE SCHEDULE CHANGES

Motion by Councilperson Filipowicz

Seconded by Councilperson Hoy

To approve proposed changes in the fee schedule (see attached).

Unanimously carried

HIGHWAY SUPT. REPORTS

Bob Viscardi reported they are working on a County job at Martins and that should be it for the season. Brush pick-up has begun. Junk Day was held this past Saturday and 70 residents dropped off items. Staff has started getting trucks ready for the winter season. Leaf pick-up will start this coming Monday, October 31st.

MINUTES

Motion by Councilperson Didas

Seconded by Councilperson Hoy

To approve October 11, 2016 minutes.

Unanimously carried

AUDIT—10-02-2016

Motion by Councilperson Hoy

Seconded by Councilperson Smith

To authorize payment of audit 10-02-2016 to include the following:

Vouchers 20160811 to 20160847; Total \$37,297.02; Gen. \$11,096.55; Hwy. \$17,505.07; SS \$80.35, SW \$8,615.05.

For distribution checks from 31664 – 31699.

Unanimously carried

EXECUTIVE SESSION

Motion by Councilperson Didas

Seconded by Councilperson Filipowicz

To enter executive session at 6:43 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 7:07 P.M.

Unanimously carried

MOTION TO ADJOURN

Motion to adjourn at 7:07 P.M. by Councilperson Filipowicz

Seconded by Councilperson Didas

Unanimously carried

Respectfully submitted,

Sharon S. Mattison

Town Clerk

Approved 11-08-2016

TOWN OF CLARKSON FEE SCHEDULE

Building Permits – RESIDENTIAL

NEW CONSTRUCTION (includes modular homes but not manufactured, i.e. trailers)

Plan review (2 hrs. in-house included)\$50 hr. after 2 hrs.
 Outside consultation: Cost + 10%
 Single (1+2 family) 0.12 sq. ft.....\$50 min. fee
 Multi-family (3+) 0.15 sq. ft.....\$75 min. fee
 Manufactured homes (new or replaced).....\$125
 Certificate of Occupancy\$100

PLUMBING FEE..... \$65
 Plus fixtures.....\$2 each

ACCESSORY STRUCTURES (including but not limited to):

Shed-Garage –Barn-Gazebo-Greenhouse

1) Up to & including 144 sq. ft. gross area NC
 2) Greater than 144 sq. ft. \$80

Deck-Unenclosed Porch-Ramp

1) 30 sq. ft. or smaller \$65
 2) Greater than 30 sq. ft. \$80
 3) Handicap ramp NC

Pool – Spa – Hot Tub

1) In-ground pool \$80
 2) Above-ground pool \$65
 3) Spa-hot tub \$65

Outdoor/Indoor Heating

1) Outdoor furnace \$80
 2) Woodstove – gas fireplace \$65

FOUNDATION

for house/structure relocation\$80 +1/2 sq. ftg. fee

MISCELLANEOUS

Additions & alterations..... \$50 min.
 Burn permit (residential)..... \$25
 Burn permit (agricultural)..... NC
 Driveway for town roads..... \$25

Demolition or Removal of

residential structure > 144 sq. ft..... \$100

Electrical (permit req'd. but no fee) NC
 Fence (no c/c req'd.) \$40
 Generator – standby \$65
 Handicap ramp NC
 Permit renewal fee \$50
 Permit renewal fee (permit expired) \$50
 Roofing – DIY (permit req'd. w/o fee) NC
 Contractors (permit req'd. w/fee) \$40
 Solar energy structures \$125
 Telecommunication tower (personal use) \$80
 Wind generators (small <35') \$65
 w/special permit from PB

PARKLAND FEES\$500 per dwelling unit

SEWER FEES

Town connection fee \$125
 *County connection fee Set by Monroe County

MOBILE HOME LICENSE FEES- Annual

\$250.00 plus \$5.00 for each approved lot

Building Permits – COMMERCIAL

NEW CONSTRUCTION

Plan review \$100/hour
 \$0.20 sq. ft./\$75 min. fee

REMODEL..... 0.20 sq. ft. /\$50 min. fee

PLUMBING FEE \$100
 Plus fixtures \$10 each

ACCESSORY STRUCTURES

Shed-Garage-Barn (attached or detached)

1) Up to 1250 sq. ft..... \$250
 2) Greater than 1250 sq. ft.\$0.20 sq. ft.

Deck-Unenclosed Porch-Ramp

1) Less than 1250 sq. ft.....\$250
 2) Greater than 1250 sq. ft..... \$0.20/sq. ft.

Pool: Swimming Pool.....\$250

MISCELLANEOUS

Business permits (renewed annually).....\$250
 Demolition or removal of structure.....\$250
 Electrical\$250
 Fence (no C/C required).....\$250
 Generator – standby.....\$250
 Operating permit (business multi-use).....\$250
 Permit renewal fee.....\$50 or ½ original whichever is greater
 Roofing.....\$100
 Sign permit:
 Permanent (w/ZBA special permit)..... \$10/sq./\$40 min.
 Temporary (no ZBA application req'd.).....\$150
 Solar energy structures \$250 min or \$1 per KW
 Telecommunication tower..... \$1,025
 Wind generators – per tower..... \$500+ \$1 per KW
 Med >35'-100' (w/special permit from PB)
 Large >100'-400' (w/special permit from TB)

MET – single \$500
 Junkyard License Fee (annual) \$350
PARKLAND FEES\$500/dwelling unit

SEWER FEES

Town connection fee..... \$250
 *County connection fee.....Set by Monroe County

NOTE: Fees include consultations with building inspector and inspections at the site. Cost based on square footage. Commercial permit fees listed DO NOT include certificate of occupancy or certificate of compliance fees if required.

- Zerniak \$250
- Performance \$250
- Cobblestone Creek \$385
- Mapleridge \$625
- Hilton Truck Parts \$250