

TOWN OF CLARKSON  
TOWN BOARD MEETING  
March 13, 2018

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, March 13, 2018 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 6:00 PM.

**PRESENT:**

Gerald Underwood	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	Director of Finance
Chad Fabry	Building Insp/Code Enf.
** Elizabeth Spencer	Assessor
**excused	

Supervisor Underwood 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 and our First Responders.

**MONROE COUNTY SHERIFF DEPARTMENT**

Captain Commanzo introduced himself and explained that C-Zone in Spencerport provides primary police response for our area. Primary concerns were discussed. Captain Commanzo stressed the importance of community members sharing information and stated that if anyone has any concerns, they may contact 911.

**FREE LITTLE LIBRARY**

McKenna Nichols and Julia Nenni from Girl Scout Troop 60233 and their moms spoke to the Board regarding their idea of placing a “*Free Little Library*” at Hafner Park. The girls are Cadettes and are working toward their Silver Award. They will construct, paint, decorate and fill the libraries with assorted books as a lasting contribution to the community. They estimate the library will be installed by September. Councilperson Smith stated that it would be great if it could be in place for Good Neighbor Days as it would fit into the theme of the celebration. The troop will contact Supt. Viscardi for advice on placement.

**RESOLUTION #106**

**APPROVE “FREE LITTLE LIBRARY” INSTALLATION AT HAFNER PARK**

Introduced by Councilperson Filipowicz

Seconded by Councilperson Smith

Approve the installation of a “*Free Little Library*” at Hafner Park.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz, and Smith

NAYS: None

**OPEN FORUM**

No one spoke.

**COUNCILPERSON SMITH REPORTS**

Councilperson Smith met with M. Edwards, L. Hale and Supervisor Underwood this past week about expanding this year’s Good Neighbor Day into a week of good neighbor deeds. So far, the week-long celebration would begin on Sunday, August 19<sup>th</sup> with the Clarkson Historical Society selling hot dogs at the Clarkson Academy at 1956 prices;

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Sharon Mattison has scheduled the American Red Cross for a blood drive on Wednesday, August 22<sup>nd</sup>; and Superintendent Viscardi will supervise a food drive to benefit the Brockport Food Shelf that week. Clarkson residents will be encouraged to participate in helping plan this week of events; Tuesday, March 27<sup>th</sup> is the next scheduled meeting.

Councilperson Smith forwarded information regarding LED lighting to Board members. She will invite Herbert Dwyer, CEO of Empower Equity to attend a Board meeting to educate us further on this service. Per Jay Grasso's conversation at the last Board meeting, there may be possible funding available through grants.

Councilperson Smith sent Board members verbiage regarding residents keeping their sidewalks clear. She would like to include this suggestion on the Town website. She will contact our webmaster.

**COUNCILPERSON FILIPOWICZ REPORTS**

Councilperson Filipowicz has five website proposals and is currently meeting with the different vendors. Once her research is complete, she will report her findings back to the Board. She is continuing to review our employee handbook as well as Jay Grasso's proposal.

**SUPERVISOR REPORTS**

Supervisor Underwood reported on a recent meeting with Supervisor Johnson and Mayor Blackman. He spoke with both Joe Robach and Senator Ortting regarding the bridge on Route 272 who have agreed to write a joint letter to the State requesting repair of this bridge. He also met with Supervisor Johnson, Jill Wisnowski and Lisa Straebel to better understand the relationship between the Rec Center and Clarkson. Supervisor Underwood would like to see some definitive reports illustrating that Clarkson receives the appropriate benefit from the Rec Center. The use, maintenance and scheduling of Clarkson's fields was also discussed.

**BUILDING INSPECTOR REPORTS**

C. Fabry had nothing to report.

**INCENTIVE ZONING; SARA'S FARM MARKET**

The Planning Board submitted an incentive zoning letter with their suggestions. They feel that Sara's is a benefit to the community and that the services they offer should continue to be allowed through the Incentive Zoning. An incentive of \$5,000 of in-kind materials for town beautification has been discussed. The Planning Board would like to see the incentive to be audiovisual equipment for the Town Hall. The Planning Board also suggested limiting what Sara's can sell. This will be discussed further after a public hearing. Attorney Olson will prepare a resolution and special notifications to surrounding Towns as well as the County. C. Fabry commented that the Town Board can clearly define the parameters during the motion to approve or not approve to make it easier for the Planning board to focus specifically on what they are charged with.

**JAY GRASSO PROPOSAL**

Discussion was held regarding this proposal, namely to assist in securing information from residents on Sweden Walker Road, and possibly all other residents without public water, therefore, enabling funding through grants. The Board will reach out to Mr. Grasso with more detailed information so he can submit a more accurate proposal.

**COURT CONSOLIDATION**

Supervisor Underwood spoke regarding court consolidation. The Town of Hamlin and the Village of Brockport said they were not interested; Supervisor Johnson will speak to the Town of Sweden's Board. R. Olson suggested that we could approach Parma, since they are an adjoining town. Currently our Court system is not breaking even financially. This will be revisited after we hear back from the Town of Sweden.

**03.13.18****SPRING NEWSLETTER**

Supervisor Underwood suggested we have an article from volunteers at the Transfer Station, outlining what residents could do to make their jobs easier. He also mentioned the possibility of including photos of Town employees in the newsletter. Permission from employees would need to be obtained.

**HIGHWAY SOLAR MONITORING SYSTEM**

The Town is being charged to have a monitoring system; the five-year bill for the two systems combined was \$2,375. Discussion was held regarding the pros and cons of this monitoring system. Pricing for solar monitoring will be re-negotiated.

**COFFEE WITH TOWN SUPERVISOR**

Supervisor Underwood and Town Board members would like to start holding a coffee time, open to all Clarkson residents. He would like to advertise on our Town website and Facebook page, as well as the Hamlin Herald. Councilmembers suggested this be held at the Town Hall to promote our residents coming here.

**DEMOCRAT & CHRONICLE**

The price for a one-year subscription is currently \$616. It was decided not to renew this subscription.

**RESOLUTION #107****ACKNOWLEDGE RECEIPT OF SUPERVISOR'S FINANCIAL REPORT**

Introduced by Councilperson Filipowicz

Seconded by Councilperson Smith

To acknowledge receipt of the Supervisor's monthly financial report.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz, and Smith

NAYS: None

**TOWN CLERK REPORTS**

S. Mattison suggested the purchase of a two-tier chair dolly to help with chair storage in the town hall. The town has approximately 77 chairs and 10 tables for town residents to borrow. The purchase of the chair dolly would allow better use of space in the basement of the town hall. We will remind our residents in the Spring newsletter that tables and chairs are available for their use, free of charge.

**RESOLUTION #108****AUTHORIZE PURCHASE OF CHAIR DOLLY**

Introduced by Councilperson Hoy

Seconded by Councilperson Smith

To authorize purchase of chair dolly for town hall.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz, and Smith

NAYS: None

**ASSESSOR REPORTS**

L. Spencer was excused.

**HIGHWAY SUPT. REPORTS**

Supt. Viscardi stated that 80% of the water main materials have been received for Clarkson Parma Town Line Rd. water district. Installation to begin around April 2<sup>nd</sup> as we are still waiting for one easement agreement.

Mr. Louis Sangiorgi of 457 East Ave. has requested to be connected to the sewer which is located behind his house on Wedgewood Ct. His house is already in the sewer district. In 1994 a stub was to be installed on his property however was not completed. B. Viscardi agrees that the Town is responsible for the installation of the lateral to the easement of the property line. Installation is planned for next week.

**03.13.18**

The new time clock is up and running. Attended Advocacy Days in Albany last week where we lobby for more money for roads and bridges. An additional \$150 million was approved for local roads and consolidated highway improvement program.

**RESOLUTION #109****ACCEPT/DENY AUCTION SALE PRICE OF EQUIPMENT**

Introduced by Councilperson Filipowicz

Seconded by Councilperson Hoy

To accept highest bid of \$9,325 for 1993 roll-off truck sold at online auction

To accept highest bid of \$1,925 for 30-yard box sold at online auction

To deny bid of \$405 for loader bucket upon recommendation of Supt. Viscardi

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Smith

NAYS: None

**RESOLUTION #110****AUTHORIZE SALE OF EQUIPMENT AT AUCTION**

Introduced by Councilperson Hoy

Seconded by Councilperson Smith

Authorize the sale of a 2003 10-wheeler cab and chassis at online auction upon recommendation of Supt. Viscardi.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Smith

NAYS: None

**RESOLUTION #111****MINUTES**

Introduced by Councilperson Smith

Seconded by Councilperson Filipowicz

To approve February 27, 2018 minutes.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Smith

NAYS: None

**RESOLUTION #112****AUDIT—3-01-2018**

Introduced by Councilperson Hoy

Seconded by Councilperson Smith

To authorize payment of audit 3-01-2018 to include the following:

Vouchers 20180241-20180280; Total \$79,918.14; Gen. \$12,721.37; Hwy. \$5,201.08;

H \$58,321.60; SL \$3,674.09

For distribution checks from 33048 - 33083

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Smith

NAYS: None

**RESOLUTION #113****EXECUTIVE SESSION**

Motion by Councilperson Filipowicz

Seconded by Councilperson Smith

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

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Smith

NAYS: None

**03.13.18**

**RESOLUTION #114**  
**RETURN TO REGULAR SESSION**

Motion by Councilperson Smith  
Seconded by Councilperson Hoy  
To return to regular session at 7:50 P.M.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Smith  
NAYS: None

**EMPLOYEE HANDBOOK**

A lengthy discussion took place regarding updating the Employee Handbook.

**RESOLUTION #115**  
**ADJOURNMENT**

Introduced by Councilperson Smith  
Seconded by Councilperson Hoy  
To adjourn the Town Board meeting at 8:08 P.M.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Smith  
NAYS: None

Respectfully submitted,

*Sharon S. Mattison*  
Town Clerk

Approved 03-27-18