

TOWN OF CLARKSON
TOWN BOARD MEETING
March 27, 2018

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, March 27, 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 in honor of Louise Slaughter's passing.

RESOLUTION #116
SETTING A PUBLIC HEARING ON INCENTIVE ZONING REQUEST –
SARA'S GARDEN CENTER

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

ABSENT: None

Introduced by Councilperson Hoy

Seconded by Councilperson Didas

WHEREAS, in an application dated October 6, 2016, Franklin V. Kepler and Donna J. Kepler, requested that the Town Board consider an Incentive Zoning request, relating to property known as "Sara's Garden Center", consisting of approximately 5.00 acres located at the north side of East Avenue in the Town of Clarkson, New York, to allow for the property described below to be used for the following:

- A. Retail sales of the following, or similar items: ornamental trees, shrubbery, annuals, perennials, traditional produce garden plants, statuary, garden supplies, landscape supplies, aquaculture supplies gardening tools etc., grocery items such as fresh fruit, vegetables, packaged snacks, soft drinks etc., Christmas trees and associated decorations, wrapping papers, ornaments, wreaths, lighting etc., seasonal gift items such as crafts, bird houses, etc., items to attract/repel wildlife, birds, bees, bulk/ bagged/ packaged stone, mulch, chips, etc., drainage and or watering supplies and equipment.
- B. Specialty equipment rentals such as sod cutters, stone cutting equipment, power edgers, etc.
- C. Aquaculture supplies such as liners, pond kits, pumps, filters, marine life, etc.
- D. Garden furniture/outdoor grills, outdoor kitchen equipment, pergolas, benches, etc.
- E. Propane filling for grill tanks
- F. Low voltage lighting supplies
- G. Food to serve picnic style foods including ice cream
- H. On Fridays and Saturdays only, events that may include wine tastings, beer tastings to be provided only by licensed vendors. These events may be held in conjunction with wedding receptions, "ladies nights", art shows, crafting events.
- I. Rock wall building classes, garden design classes, aquaculture classes, seasonal or holiday themed events and activities like corn mazes, visits with Santa, etc., poetry readings, book signings, art classes, etc., meditation groups.

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WHEREAS, the property included in this proposal is more accurately described on Exhibit A which is attached hereto; and

WHEREAS, the application was referred to the Monroe County Department of Planning and the Town of Clarkson Planning Board; and

WHEREAS, it was the opinion of the Town Board that the application is complete and that a public hearing should be held to consider the said Incentive Zoning application;

NOW, on motion duly made and seconded, it was

RESOLVED, that a public hearing on the Incentive Zoning Application be held on the 24th day of April, 2018, at 6:00 P.M., Local Time, at the Clarkson Town Hall, 3710 Lake Road, Clarkson, New York, be it further

RESOLVED, that a Notice of Hearing be published in a newspaper previously designated as an official newspaper for publication of public notices, not less than ten (10) days prior to said hearing; and be it further

RESOLVED, that the Town Clerk shall post copies of both this Resolution and the Notice of Hearing, on the bulletin board, maintained by the Town Clerk pursuant to §30(6) of the Town Law, for a period of not less than ten (10) days prior to said public hearing; and be if further

RESOLVED, that in accordance with the provisions of Section 264 and 265 of the New York State Town Law, the Town Clerk is directed to transmit a copy of this legal notice together with a copy of the application to the Town Clerk of the Town of Sweden and the Village Clerk of the Village of Brockport.

VOTE OF THE BOARD

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

NAYS: None

Discussion: Steve Kepler of Sara's Garden Center was present. Attorney Richard Olson provided the Board with a resolution to call for a public hearing on the Incentive Zoning application to be scheduled for April 24, 2018. Monroe County Dept. of Planning and Development has reviewed the application and returned it as a local matter.

EXHIBIT A

All that tract or parcel; of land situated in the Town of Clarkson, Monroe County, New York State, being part of Town Lot 16, Section 5, Township 4, Triangular Tract, bounded and described as follows:

Beginning at a point in the northerly street line of East Avenue, which point is 558.32' east of the street line intersection on East Avenue and Mission Hill Drive, which point is also 238.9' east of the west property line of the Frank md Donna Kepler property, thence;

- (1) N 00° 20' 10" E a distance of 107.94' to a point, thence;
- (2) N 87° 44' 22" W a distance of 15.72' to a point, thence;
- (3) N 00° 07' 33" E a distance of 63.04' to a point, thence;
- (4) N 87° 07' 17" W a distance of 164.88' to a point, thence;
- (5) N 00° 58' 18" E a distance of 427.61' to a point, thence;
- (6) N 89° 45' 15" E a distance of 535.43' to a point, thence;

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(7) S 00° 26' 42" W a distance of 435.39' to a point, which point is the northeast corner of Land now or formerly of R. Galdieri (Tax Map Parcel 069.060-01-005), thence;

(8) N 89° 57" W and along the northerly lines of said Galdieri and now for formerly C. Haggerty (Tax map Parcel 069.06001-006) a distance of 200.00' to a point, thence;

(9) S 00° 26' 42" E and along the westerly line of said Haggerty a distance of 175.25' to a point in northerly street line of East Avenue, thence;

(10) N 89° 50' 57" W and along the northerly street line of East Avenue a distance of 171.58' to the point and place of beginning.

OPEN FORUM

Deborah Palumbo of 139 Pesh Homes Trail is here to revisit the idea of developing three parcels she owns on Pesh Homes Trail. In order to do so the Town would have to give up a section of dedicated roadway. Before D. Palumbo incurs any more expense for a full-blown site plan, she wants the Board's assurance that they are willing to go through with the abandonment process.

RESOLUTION #117**PESH HOMES TRAIL SUBDIVISION****MOTION TO APPROVE ABANDONMENT OF UNIMPROVED AREA**

Introduced by Councilperson Hoy

Seconded by Councilperson Didas

To approve abandonment of unimproved area.

VOTE OF THE BOARD

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

NAYS: None

COMMERCIAL SOLAR

Ram Shrivastava, President and CEO of Larsen Engineers explained a number of PV installation scenarios and the infrastructure requirements for commercial scale installations. In addition, zoning concerns were discussed. It was determined a committee will be formed. R. Shrivastava volunteered to assist C. Ziarniak, P. Dittman and others to develop a recommendation for zoning districts where commercial scale PV systems will be allowed. S. Lessord of SunCommon New York also offered to serve as a volunteer. P. Dittman will be the chairperson of the committee.

RESOLUTION #118**APPROVE MEETING FOR CONTINUING EDUCATION CREDITS**

Introduced by Councilperson Smith

Seconded by Councilperson Didas

Approve Town Board meeting for Continuing Education Credits for Planning and Zoning Board members who attended and participated this evening.

VOTE OF THE BOARD

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

NAYS: None

JAY GRASSO; G&G CONSULTING PROPOSAL

The revised proposal to perform a Median Household Income Survey was received. It states there are approximately 170 households in the proposed service area and will require a 69% response rate to be a valid survey. The 170 households reflect the balance of residents that remain without public water. The fee to conduct the survey is \$4,000 plus cost of postage.

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Councilperson Hoy questioned the cost benefit to doing the survey and who would pay for it. The purpose of the survey would be to obtain a reduction in water district cost through grants. Different scenarios were discussed depending on the outcome of an income survey and there are many questions that need to be answered before a decision can be made on whether to move forward with the survey. It was suggested that the Town Engineer appear at the next Board meeting to help answer some of the questions.

WEBSITE PROPOSALS

Councilperson Filipowicz received proposals for website redesign from Westside News, Nicole Jenney and M-PC Web Development. The matter will be tabled to the April 10th meeting so that anyone interested can view their work by following a link in their proposals.

COFFEE WITH THE SUPERVISOR

Councilperson Smith asked J. Underwood if he was going to move forward with his proposal of “Coffee with the Supervisor” on Saturdays. J. Underwood stated that the date did not work out and that he was working on something else.

SUPPORT BOARD UPDATE

Conrad Ziarniak, Planning Board Chairperson spoke on the Incentive Zoning application from Sara’s Garden Center that is currently in front of them. He stated that if the Town Board were to approve the Incentive Zoning application, Planning Board members would like to see a presentation system installed in the town hall in lieu of the flats of flowers that have been previously offered. Regarding Commercial Solar Zoning, he stated that he will work with P. Dittman on how to proceed next. H. Mundy commented that if anyone would like to see a flat panel presentation system installed they can visit the fire district training facility. Attorney Olson reported that there is a provision in the law stating that remote attendance may be allowed by a Board member as long as each party can see one another. It would first need to be established by local law.

RESOLUTION #119**APPROVE PURCHASE OF 30-YARD ROLL-OFF DUMPSTER**

Introduced by Councilperson Filipowicz

Seconded by Councilperson Didas

Approve, upon recommendation of Supt. Viscardi, the purchase of a 30-yard roll-off dumpster for \$6,870.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #120**TO ADVERTISE FOR NEW FULL-TIME HIGHWAY POSITION
PARKS/GROUNDS/BUILDING MANAGER**

Supt. Viscardi stated the Town has grown considerably over the last ten years and feels it is time to hire someone full time to take care of the parks. He gave Board members a new job description. Currently the Highway staff is down two employees. In the winter the new employee would also be used for snow removal, etc.

Introduced by Councilperson Hoy

Seconded by Councilperson Smith

To advertise for a full-time Highway Department position to include Parks/Grounds/ Building Manager. Hours will be Monday-Friday, 7:00 a.m.-3:30 p.m. Pay category will be MEO.

VOTE OF THE BOARD

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

NAYS: None

***see attached job description.**

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TOWN BOARD REPORTS

Councilperson Smith attended the March 21st Seymour Library Board meeting. C. Gouveia is preparing three separate budgets to present to the Town Board soon. She reviewed upcoming library events. J. Smith announced that she will be the Town liaison to the Sweden-Clarkson Rec Center starting in April. She summarized upcoming Rec Center events. Herbert Dwyer will be attending the April 10th Board meeting with information on LED lights. A Good Neighbor Day meeting was held at 5 o'clock today. Information will be shared in the Spring newsletter. The Lion's Club has agreed to provide food at GND again this year. J. Smith is requesting the Board to pay for their food permit at a cost of \$100, as has been done in the past. Deputy Joe Resch is interested in holding a "Citizen Night" in Clarkson, tentatively May 15th at 6 p.m. at the Clarkson Courthouse. He would be able to speak on a variety of topics, i.e. opioid, senior citizen scams, or internet safety. He will also have a booth at GND.

Councilperson Filipowicz reported that she met with a representative at Westside News regarding the website. She is on the search for photos from Clarkson events to use on the website. She has spoken with Lisa at the Rec Center about statistics regarding participation of Clarkson residents.

RESOLUTION #121

AUTHORIZE PAYMENT FOR LION'S CLUB FOOD PERMIT

Introduced by Councilperson Smith

Seconded by Councilperson Filipowicz

To pay food permit fee for the Lion's Club at 2018 Good Neighbor Day, at a cost of \$100.

VOTE OF THE BOARD

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

NAYS: None

SUPERVISOR REPORTS

Supervisor Underwood reminded those present of an opioid awareness panel discussion to be held at Brockport High School on Wednesday, April 18th at 6:00 p.m. He has talked to Parma Supervisor Jack Barton about court consolidation and he may be interested. The Town of Sweden also may be interested. A committee has been created, one from each Board, to discuss this possibility. Monroe County is offering Narcan training; this may be scheduled soon for both Town Hall and Court employees.

TOWN CLERK REPORTS

S. Mattison reported that the Town Clerk plaque would be approximately \$950. We will check into pricing, and possibly include a plaque for highway superintendents as well as justices, perhaps to be purchased for next year's Bicentennial.

BUILDING INSPECTOR REPORTS

C. Fabry recently attended his annual FLBOA training; otherwise he has been busy with permits. Express Mart will begin soon.

ASSESSOR REPORTS

L. Spencer was excused.

HIGHWAY SUPT. REPORTS

R. Viscardi reported on bids for sewer hookup for Louis Sangiorgio at 457 East Avenue. Bids were received from Turner Construction \$4,900 and Burroughs Brothers \$4,275. He recommended accepting the low bid from Burroughs Brothers. Tomorrow is the pre-construction meeting for the Clarkson-Parma Town Line Road water line. They plan on starting Monday, April 2nd. Bond approval has been received. Tim Leverenz will be resigning from the Transfer Station on Wednesdays. We will put an ad on Facebook, our website and in the Hamlin Herald as well as post a sign at the Transfer Station about the job opening.

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RESOLUTION #122
SEWER HOOKUP AT 457 EAST AVENUE

Introduced by Councilperson Hoy

Seconded by Councilperson Filipowicz

To accept the bid of Burroughs Brothers at a cost of \$4,275 to connect 457 East Avenue to public sewer.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #123
MINUTES

Introduced by Councilperson Smith

Seconded by Councilperson Filipowicz

To approve March 13, 2018 minutes.

VOTE OF THE BOARD

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

NAYS: None

ABSTAIN: Councilperson Didas

RESOLUTION #124
AUDIT—3-02-2018

Introduced by Councilperson Hoy

Seconded by Councilperson Smith

To authorize payment of audit 3-02-2018 to include the following:

Vouchers 20180281-20180318; Total \$92,235.60; Gen. \$14,258.11; Hwy. \$11,984.89; H \$65,806.32; SS \$186.28

For distribution checks from 32831 - 32852

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #125
EXECUTIVE SESSION

Motion by Councilperson Smith

Seconded by Councilperson Didas

To enter executive session at 7:43 P.M. to discuss a personnel matter.

VOTE OF THE BOARD

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

NAYS:

RESOLUTION #126
RETURN TO REGULAR SESSION

Motion by Councilperson Smith

Seconded by Councilperson Didas

To return to regular session at 9:47 P.M.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #127
TIME CARD SYSTEM

Motion by Councilperson Didas

Seconded by Councilperson Filipowicz

Salary employees will not be required to use new time card system.

VOTE OF THE BOARD

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

NAYS: None

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RESOLUTION #128
ADJOURNMENT

Introduced by Councilperson Didas
Seconded by Councilperson Smith
To adjourn the Town Board meeting at 9:48 P.M.

VOTE OF THE BOARD

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

NAYS: None

Respectfully submitted,

Sharon S. Mattison

Town Clerk

JOB DESCRIPTION: NEW FULL-TIME HIGHWAY POSITION:

Parks/Grounds/Buildings Manager Hours: Mon-Fri, 7:00 am - 3:30 pm

Pay Category: MEO

General Summary & Responsibilities

1. Year-round maintenance of interior and exterior of all Town buildings; plus, parks and grounds including, maintaining plant beds, hedges and landscape feature areas; mowing, manicuring, planting, mulching; and snow removal of walkways and parking lots for:
 - Town Hall
 - Courthouse
 - 2-lodges
 - 3-open pavilions
 - 4-parks
 - 2-cemeteries
2. Plus, seasonal maintenance of all playing fields, including, mowing, manicuring, raking, preparing fields for play, overseeing fields played "under the lights", and playground inspections. Also, managing a part-time summer crew to assist with the following:
 - 5-soccer fields
 - 4-baseball fields (1 with lights)
 - 1-lacrosse field
 - 1-horse arena w/bleachers
 - 2-playgrounds
 - walking trails
3. Plus, seasonal roadside mowing of Town & County roads, as needed.
4. Maintain the Park's Building, including landscape equipment/small engine repairs.
5. MS4 Stormwater District, including 30 detention ponds; all outfalls; all inspections; training to be provided.

Education, experience, skills

Must be trained and/or have a minimum of 5 years' experience in buildings/grounds/landscape maintenance, small machine repair, and crew management; CDL preferred.

AD draft:

Town of Clarkson Highway Department is seeking full-time position for a **Parks/Grounds/Buildings Manager**. Must be trained and/or have a minimum of 5 years' experience in buildings/grounds/landscape maintenance, small machine repairs, and managing a crew. CDL preferred. Application @ www.clarksonny.org. Fax **application with resume** to 585-637-1142 by ***** (date).

Documents/personnel/new hire job desc 3-18

Approved 04-10-2018