

TOWN OF CLARKSON
TOWN BOARD MEETING
June 12, 2018

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, June 12, 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.

OPEN FORUM

M. Clasquin asked if the Town had a strategic plan for energy conservation and sustainability. Supervisor Underwood thanked M. Clasquin.

LED LIGHTING PRESENTATION BY EMPEQ

Derek LaClair, President/CFO and Herbert Dwyer, CEO of EMPEQ were present and gave a lengthy presentation. EMPEQ has partnered with NYS Green Bank, a division of NYSERDA, to offer a subscription service to NYS municipalities for infrastructure upgrades to include street lighting and more. They stated there would be zero upfront cost to the Town and all maintenance, to include preventative maintenance and emergency calls is covered through the term of the subscription. There was a question and answer period. The Board thanked them for their presentation and said they will be in contact.

DON COOK, TEAROSE MEADOW LANE PROPERTY

Attorney Richard Olson spoke to Don Cook last week. He has reviewed the documents and is preparing the deed so the property can be turned over to the Town. The property assessment has been reduced to \$1, pending closing on the property. Everything should be final within two weeks.

G&G MUNICIPAL CONSULTING

Jay Grasso of G&G Municipal Consulting will be completing income surveys for residents in areas that do not have public water, excluding West Avenue and County Line Road. Roosevelt Hwy will be added and Supervisor Underwood stated that Hamlin Supervisor Peters is ready to go. J. Grasso will be charging the Town of Hamlin directly for their nine parcels. The cost to the Town of Clarkson will be right around \$4,000 plus postage. Preapproval from the USDA is necessary.

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RESOLUTION #158
TO RETAIN G&G MUNICIPAL CONSULTING

Introduced by: Councilperson Didas

Seconded by: Councilperson Smith

To retain G&G Municipal Consulting to complete median household income surveys for the purpose of bringing public water to some of the remaining areas in Town that do not have it. The cost is \$4,000.00 plus postage.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #159
EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD
ADOPTING BOND RESOLUTION; MAINTENANCE TRUCK

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

ABSENT: None

Introduced by: Councilperson Smith

Seconded by: Councilperson Hoy

BOND RESOLUTION DATED JUNE 12, 2018 OF THE TOWN BOARD OF THE TOWN OF CLARKSON, NEW YORK, AUTHORIZING GENERAL OBLIGATION SERIAL BONDS TO FINANCE THE ACQUISITION OF A MAINTENANCE TRUCK, AUTHORIZING THE ISSUANCE OF BOND ANTICIPATION NOTES IN CONTEMPLATION THEREOF, THE EXPENDITURE OF SUMS FOR SUCH PURPOSE, AND DETERMINING OTHER MATTERS IN CONNECTION THEREWITH.

BE IT RESOLVED BY THE TOWN BOARD OF THE TOWN OF CLARKSON, NEW YORK (hereinafter referred to as the "Town"), by the favorable vote of not less than two-thirds of all of the members of such Board, as follows:

Section 1. The Town of Clarkson shall undertake the acquisition of a vehicle and equipment as more specifically described in Section 3 hereof.

Section 2. The Town of Clarkson is hereby authorized to expend up to \$160,000 for such acquisition, and the Town is authorized to issue its General Obligation Serial Bonds in an aggregate principal amount up to \$160,000 pursuant to the Local Finance Law of the State of New York, in order to finance the purpose described herein.

Section 3. The specific object or purpose to be financed pursuant to this resolution is the acquisition and equipping of a maintenance truck, which may include apparatus required in connection therewith (hereinafter described as "purpose"), at an estimated maximum cost of \$160,000.

Section 4. It is hereby stated that (a) the estimated maximum aggregate cost of said purpose, which may include preliminary costs and costs incidental thereto and costs of the financing thereof, is estimated to be \$160,000 and said amount is hereby appropriated therefor, (b) no money has heretofore been authorized to be applied to the payment of the cost of said purpose, and (c) the plan for financing of said purpose is to provide all of such maximum cost by issuance of obligations as herein authorized.

Section 5. It is hereby determined and declared that said purpose is one of the class of objects or purposes described in Subdivision 28 of Paragraph (a) of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is hereby restricted to five (5) years.

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Section 6. The Town of Clarkson is hereby authorized to issue its Bond Anticipation Notes in an aggregate principal amount not to exceed \$160,000, pursuant to the Local Finance Law of New York, in order to finance the purpose in anticipation of the issuance of the above described Bonds.

Section 7. It is hereby stated that (a) there are presently no outstanding Bond Anticipation Notes issued in anticipation of the sale of said Bonds, (b) the Bond Anticipation Notes authorized by this resolution shall mature within one (1) year from the date or their issuance or such later date as may be desired in accordance with the Local Finance Law, (c) such Bond Anticipation Notes are not issued in anticipation of Bonds for an assessable improvement, (d) the proposed maturity of the obligations authorized by this resolution will not be in excess of five years to be measured from the date of the Bonds or from the date of the first Bond Anticipation Note issued in anticipation of the sale of the Bonds, whichever date is the earlier, and (e) prior to the issuance of the Bond Anticipation Notes or Bonds herein authorized there will be provided the appropriate amount of current funds required by Section 107.00 of the Local Finance Law, if any.

Section 8. The bonds and notes authorized by this resolution shall contain the recital of validity prescribed in Section 52.00 of the Local Finance Law and such bonds and notes shall be general obligations of the Town and all the taxable real property in the Town is subject to the levy of *ad valorem* taxes to pay the principal thereof, and interest thereon, without limitation as to rate or amount, subject to applicable statutory limitations, if any.

Section 9. It is hereby determined and declared that the Town reasonably expects to reimburse the general fund, or such other fund as may be utilized, not to exceed the maximum amount authorized herein, from the proceeds of the obligations authorized hereby for expenditures, if any, from such fund that may be made for the purpose prior to the date of the issuance of such obligations. This is a declaration of official intent under Treasury Regulation §1.150-2.

Section 10. The power to further authorize the sale, issuance and delivery of said bonds and notes and to prescribe the terms, form and contents of said bonds and notes, including, without limitation, the consolidation with other issues, the determination to issue bonds with substantially level or declining annual debt service, all contracts for, and determinations with respect to, credit or liquidity enhancements, if any, and to sell and deliver said bonds and notes, subject to the provisions of this resolution and the provisions of the Local Finance Law, is hereby delegated to the Town Supervisor, the Town's chief fiscal officer. The Town Supervisor and the Town Clerk or Deputy Clerk are hereby authorized to sign by manual or facsimile signature and attest any bonds and notes issued pursuant to this resolution and are hereby authorized to affix to such bonds and notes the corporate seal of the Town of Clarkson.

Section 11. The faith and credit of the Town of Clarkson, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds and notes as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such obligations becoming due and payable in such year.

Section 12. This resolution, or a summary hereof, shall be published in full by the Town Clerk of the Town of Clarkson together with a notice in substantially the form prescribed by Section 81.00 of said Local Finance Law, and such publication shall be in each official newspaper of the Town, in the manner prescribed by law. The validity of said bonds and bond anticipation notes issued in anticipation of the sale of said serial bonds, may be contested only if such obligations are authorized for an object or purpose for which said Town is not authorized to expend money, or the provisions of law which should be complied with, at the date of publication of this resolution are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty (20) days after the date of such publication; or if said obligations are authorized in violation of the provisions of the Constitution.

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Section 13. This resolution shall take effect immediately upon its adoption.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #160**ACCEPTING OFFER FOR PURCHASE OF REAL PROPERTY NO LONGER
REQUIRED BY THE TOWN**

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

ABSENT: None

Introduced by Councilperson Filipowicz

Seconded by Councilperson Didas

WHEREAS, Oded Kalir and Yardena Kalir, have offered to purchase property consisting of approximately 3.10 acres of land known as tax parcel 054.04-1-47 located south of Ridge Road and west of, and adjacent to land, owned by the purchasers; and

WHEREAS, this property was used by the Town of Clarkson for the Greenfield Manor Sewer District and is no longer needed by the Town of Clarkson or any of its Special Districts; and

WHEREAS, this contract has been reviewed by the Attorney for the Town and the Town Board;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. That the Town Board accepts the offer to purchase the above described parcel for the sum of \$6,500.00 in accordance with the terms and conditions of the attached purchase and sale contract;

SECTION 2. That this resolution is subject to a permissive referendum and the Town Clerk is directed to publish the required notice;

SECTION 3. That the Town Supervisor or Deputy Supervisor are hereby authorized to sign any and all documents to complete this transfer;

SECTION 4. That this Resolution will take effect immediately.

VOTE OF THE BOARD

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

NAYS: None

At a meeting of the Town Board of the Town of Clarkson, Monroe County, New York, held at the Town Offices in Clarkson, New York, on the 12th day of June, 2018

RECYCLING EQUIPMENT

Highway Supt. Viscardi stated that they are in the final stage of the Municipal Waste Reduction and Recycling Program, which is a 50% reimbursement grant received in 2014. It is now time to order the Marathon RJ-325 3-yard stationary compactor at a cost of \$23,270.00 and the Marathon RJ-40-OC 40-yard packer receiver container at a cost of \$11,166.00. The equipment is at OGS pricing so it does not need to go out to bid.

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RESOLUTION #161
AUTHORIZE PURCHASE OF RECYCLING EQUIPMENT

Introduced by: Councilperson Smith

Seconded by: Councilperson Didas

Authorize purchase of Marathon RJ-325 3-yard stationary compactor at a cost of \$23,270.00 and the Marathon RJ-40-OC 40-yard packer receiver container at a cost of \$11,166.00.

VOTE OF THE BOARD

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

NAYS: None

GRASS CUTTING REQUIREMENT AT 106 CASSIDY WAY

C. Fabry reported that the lawn maintenance at 106 Cassidy Way was taken care of by the property maintenance company.

RESOLUTION #162
CONSENT TO ASSIGN CHATFIELD ENGINEERS, PC CONTRACTS TO MRB GROUP

Introduced by: Councilperson Filipowicz

Seconded by: Councilperson Smith

Consent to assign Chatfield Engineers, P.C. contracts to MRB Group. Contracts and Agreements to be assigned to MRB Group are as follows:

- General Engineering and Planning Board Services
- Clarkson-Parma T.L. Road Water Main
- MAC Estates (formerly Garland Estates)
- Rt. 18 Hamlin Clarkson Joint Water District
- Lake Cook Sanitary Sewer District

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #163
MERIT INCREASE FOR BUILDING COORDINATOR

Introduced by: Councilperson Smith

Seconded by: Councilperson Hoy

To approve a two step increase for Susan Kelly, upon the recommendation of Chad Fabry, effective next payroll.

VOTE OF THE BOARD

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

NAYS: None

LIBRARY SUBCOMMITTEE

The Sweden and Clarkson Town Boards, Village of Brockport Trustees and the Library Board have decided to form a subcommittee. It will consist of two members from each Board, possibly more from the Library. Supervisor Underwood stated: *“The initial purpose of the subcommittee will be to help find and approve a consulting firm to come in and do an audit. Then the subcommittee will be looking into just trying to come up with a solution so we don’t have to have a meeting with all three municipalities again. The subcommittee will work towards coming up with a solution then going back to the individual Boards to work forward.”* C. Filipowicz wanted it clarified that there should be equal representation from all Boards and the subcommittee’s only task is to find a consultant. The consultant is then to review the Library’s business processes and report back to the Boards. J. Smith stated that it is her understanding that the Town liaisons will also serve on the subcommittee.

TOWN HALL RENOVATION/NEW BUILD

The future needs of the Town were discussed. A workshop will be held to continue the discussion.

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INTER MUNICIPAL AGREEMENT FOR BUILDING INSPECTOR SERVICES

C. Fabry has been approached for an interim position with the Village of Brockport. After discussion, it was decided not to pursue an intermunicipal agreement. If Chad chooses to accept this position, he will contract directly with the Village.

RESOLUTION #164

ACKNOWLEDGE RECEIPT OF SUPERVISOR'S FINANCIAL REPORT

Introduced by Councilperson Didas

Seconded by Councilperson Smith

To acknowledge receipt of Supervisor's Report.

VOTE OF THE BOARD

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

NAYS: None

TOWN CLERK REPORTS

S. Mattison had nothing to report.

TOWN BOARD MEMBER REPORTS

J. Smith stated that she and Supervisor Underwood attended a presentation by the Crime Prevention Officer on May 30th. If we are interested, the sheriff's office is willing to come into any of our buildings to perform a safety walk and/or active shooter training. Coverage by the Monroe County Sheriff's Department for Clarkson is shared with Sweden and Hamlin. She thanked the Highway Department for taking care of the pot holes on Story Book Lane as well as C. Wilcox and M. Farrell who re-lined the Library parking lot. The Sweden-Clarkson Rec Center summer brochure has now been distributed. J. Smith requested statistics on spring participation.

GND committee has been meeting and multiple advertisements have been printed in local papers. The Lion's Club is also handing out information on their classic car show. The movie selected is Despicable Me 3. She thanked all Board members for their eagerness to assist in this year's GND celebration.

C. Filipowicz reported is working on the Clarkson rec survey and hopes to have it out by July 9th. They used Survey Monkey at a cost of \$276 annually; this cost will be split with the Town of Sweden.

RESOLUTION #165

UTILIZE SURVEY MONKEY; SURVEY SOFTWARE COMPANY

Introduced by Councilperson Didas

Seconded by Councilperson Hoy

To cover half the cost for Survey Monkey.

VOTE OF THE BOARD

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

NAYS: None

C. Filipowicz also reported that the website is nearing completion and expect to roll-over to the new site in two to three weeks. Training will be scheduled for S. Mattison and K. Kemp on how to do updates. She continues to collect photos for the new website. She and A. Hoy completed some employee interviews regarding a personnel issue. If we have any updates to information on the current website, please forward to C. Filipowicz so that it can be included on the new website.

BUILDING INSPECTOR REPORTS

C. Fabry had nothing to report.

ASSESSOR REPORTS

L. Spencer reported that only two residents attended the BAR hearing on May 22nd. A third informed her this week that they will be filing an article 7. In preparation for the reval, she would like to add three temporary, one-year term, BAR members. She has talked with the current BAR members as well as Tim Murphy at the County and all are in agreement.

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A Board resolution would be needed and the new members would be required to attend a four-hour training session. Liz would like to hold seminars in September and October or November to provide education for residents about the reval process. The State will provide a Power Point presentation to assist with this education. K. Muller has been working with Liz on updating inventory and this will be completed next week. She would like to cut Kathy's hours to eight hours per week instead of twelve until her exemptions are sent out. Liz also reported that IVP will be mandatory for the Enhanced STAR exemption. She explained the basic STAR process.

An upcoming seminar will be offered this fall by NYSERDA regarding solar. She will keep the Board apprised of this seminar as information becomes available.

Liz is requesting to attend the NYS Assessor's Association fall conference. Cost is approximately \$1,400. She always applies to be reimbursed; but did budget for this.

RESOLUTION #166**AUTHORIZE ASSESSOR TO ATTEND CONFERENCE**

Introduced by Councilperson Didas

Seconded by Councilperson Smith

To approve attendance at the NYS Assessor's Association fall conference at a cost of approximately \$1,400.

VOTE OF THE BOARD

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

NAYS: None

Supervisor Underwood questioned the equalization rate which is at 92%. Councilperson Didas commented that basically this means that houses are selling for more than their assessed value. L. Spencer agreed and stated that after the reval our equalization rate will be at 100%.

HIGHWAY SUPT. REPORTS

B. Viscardi reported on the Clarkson-Parma Town Line Road water line – there is about 350 feet of installation to go on the south end. Pressure testing, disinfecting, and restoration will then be completed. He reported that the *Welcome to Clarkson* sign on Ridge Road near Clarkson-Parma Town Line Road is cracked. He will get estimates on repairing/replacing this sign. He accepted another County job - a mill and pave project on Edgemere Drive. He commended Ursula on this year's Snow and Ice data for New York State. This report resulted in an extra \$65,000 in overage fees.

RESOLUTION #167**MINUTES**

Introduced by Councilperson Didas

Seconded by Councilperson Smith

To approve May 22, 2018 minutes.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #168**AUDIT—6-01-2018**

Introduced by Councilperson Hoy

Seconded by Councilperson Didas

To authorize payment of audit 6-01-2018 to include the following:

Vouchers 20180485-20180537; Total \$44,506.03; Gen. \$20,476.27; Hwy. \$9,836.10; H \$6,091.46; SS \$4,275.00; SL \$3,827.20

For distribution checks from 32853 – 32885 (#32886 replaced lost check #32743)

VOTE OF THE BOARD

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

NAYS: None

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RESOLUTION #169
EXECUTIVE SESSION

Motion by Councilperson Smith

Seconded by Councilperson Didas

To enter executive session at 7:30 P.M. to discuss a matter with the Town Attorney.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #170
RETURN TO REGULAR SESSION

Motion by Councilperson Hoy

Seconded by Councilperson Smith

To return to regular session at 7:53 P.M.

VOTE OF THE BOARD

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

NAYS: None

EMPLOYEE HANDBOOK

Discussed sections two and seven of the employee handbook.

RESOLUTION #171
ADJOURNMENT

Introduced by Councilperson Hoy

Seconded by Councilperson Filipowicz

To adjourn the Town Board meeting at 8:19 P.M.

VOTE OF THE BOARD

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

NAYS: None

Respectfully submitted,

Sharon S. Mattison

Town Clerk

Approved 06-26-2018