

TOWN OF CLARKSON
TOWN BOARD MEETING
April 10, 2018

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, April 10, 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 Abraham Cardenas, his family, friends and students at Brockport Central School District.

OPEN FORUM

Tammy Tschiderer of 170 Lawton Road stated that Lawton Road is the only road around her that does not have public water and natural gas. She was advised that the topic of public water is on this evenings agenda and as far as natural gas, she would need to contact natural gas providers.

PUBLIC WATER DISCUSSION

J. P. Schepp, Chatfield Engineers provided the Board with a map and summary of potential water service areas within the Town of Clarkson. He stated that there are seven areas without public water service and reviewed the estimated annual cost for each. He stated that if we went forward with Income Surveys we could use them to determine the Median Household income of the proposed service areas which could be used by State and Federal programs such as USDA Rural Development and NYS Clean Water Revolving Fund to assess funding program eligibility. J. Grasso of G&G Municipal Consulting and Grant Writing will be invited to the next meeting to further discuss Income Surveys.

MONROE AMBULANCE

Mike Bove, Deputy Chief sent past reports to the Board and will be forwarding February and March reports soon. He went on to provide call and response time statistics.

WEBSITE REVIEW

The Town Board reviewed the three proposals received. Councilperson Filipowicz asked if any members had any further questions, hearing none recommended Nicole Jenny's proposal. Jerry Underwood stated that this was the more expensive quote. It was noted that Jenny's proposal for web development and graphic design elements, training and support would best fit the ongoing needs of the town.

04.10.18

RESOLUTION #129

APPROVAL FOR SERVICE UPGRADE TO TOWN WEBSITE

Introduced by Councilperson Didas

Seconded by Councilperson Smith

To retain Nicole Jenny to provide upgraded services to Town of Clarkson website.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #130

MERIT INCREASE

Introduced by Councilperson Smith

Seconded by Councilperson Didas

Approve two-step merit increase for Jesse Cross, to \$19.65 per hour.

VOTE OF THE BOARD

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

NAYS: None

Discussion: Supt. Viscardi stated that he just completed J. Cross six-month review and he did very well. He is recommending a two-step merit increase.

RESOLUTION #131

**AUTHORIZING FIREWORKS DISPLAY;
CPM GOLF LLC, dba DEERFIELD COUNTRY CLUB**

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

ABSENT: None

Introduced by Councilperson Hoy

Seconded by Councilperson Didas

**APPROVAL IS CONTINGENT UPON RECEIPT OF UPDATED
"LICENSE TO DEAL IN OR MANUFACTURE EXPLOSIVES"**

To authorize Young Explosives Corp. to hold a firework's display on May 5th, 2018 at CPM Golf LLC; dba Deerfield Country Club at 100 Craig Hill Drive, Clarkson, NY. A Certificate of Liability Insurance for Young Explosives Corp. was provided and is on file with the Town of Clarkson. The Town of Clarkson is aware of Article 405 regarding firework permits.

VOTE OF THE BOARD

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

NAYS: None

Discussion: Attorney Richard Olson stated that the display company's permit expires on April 30, 2018 and the fireworks display is scheduled for May 5, 2018. Attorney Olson asked that the Resolution be approved contingent upon receipt of permit that covers the display date of May 5, 2018.

SUPERVISOR REPORTS

Sup. Underwood disclosed that he has obtained a driveway culvert permit for his personal home at a cost of \$536. The Highway Dept. will complete the work. This is a service that is provided by our Town. He called Townsend Gas regarding the propane bill, they agreed to lower the cost from \$3.64 to \$2.22 per gallon.

ACKNOWLEDGE RECEIPT OF SUPERVISOR'S FINANCIAL REPORT

This agenda item was not heard.

TOWN CLERK REPORTS

S. Mattison asked the Board to appoint a part-time custodian and a part-time transfer station employee.

BUILDING INSPECTOR REPORTS

C. Fabry was excused.

04.10.18**ASSESSOR REPORTS**

L. Spencer stated that she is finishing the 2018 tax roll, change of assessment letters are being mailed shortly and she is on schedule for the re-val for 2019.

TOWN BOARD

Councilperson Smith reported that Herbert Dwyer will give an LED lighting presentation at the April 24th meeting. Gave an update on Sweden Clarkson Recreation Center programs and stated that a new door counter system was installed at the Center. J. Smith reminded everyone that Chris Daly retired from the Seymour Library and would like all Board members to sign the proclamation thanking her for her service.

Councilperson Filipowicz stated that she contacted the Towns Employee Assistance Program representative regarding a personnel issue. S. Mattison has agreed to coordinate a mandatory "*Harassment in the Workplace*" training program for town employees.

Councilperson Didas stated that he and Councilperson Hoy met with P. Robert Fox, the CPA for the Town of Clarkson, reviewing the AUD draft document as they prepare for the audit of the Towns financial statements to view the financial condition of the Town. They met for a couple hours and it appears that everything is in good shape.

RESOLUTION #132**APPOINT PART-TIME CUSTODIAN**

Introduced by Councilperson Filipowicz

Seconded by Councilperson Smith

To appoint Aaron Jones of 4119 Roosevelt Hwy, Holley, NY as part-time custodian at \$10.40 an hour. This appointment is subject to all hiring procedures.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #133**APPOINT PART-TIME TRANSFER STATION EMPLOYEE**

Introduced by Councilperson Didas

Seconded by Councilperson Hoy

To appoint Daniel Mumpton of 31 Sherwood Drive, Clarkson, NY as part-time transfer station employee at \$11.42 an hour. This appointment is subject to all hiring procedures.

VOTE OF THE BOARD

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

NAYS: None

HIGHWAY SUPT. REPORTS

Supt. Viscardi reported that his department has been busy cleaning up after a long winter and is now working on the installation of the Clarkson Parma Town Line Water Line.

RESOLUTION #134**MINUTES**

Introduced by Councilperson Smith

Seconded by Councilperson Filipowicz

To approve March 27, 2018 minutes.

VOTE OF THE BOARD

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

NAYS: None

04.10.18

RESOLUTION #135

AUDIT—4-01-2018

Introduced by Councilperson Hoy

Seconded by Councilperson Didas

To authorize payment of audit 4-01-2018 to include the following:

Vouchers 20180319-20180362; Total \$45,104.21; Gen. \$7,383.53; Hwy. \$3,381.85;

H \$29,909.24; SS \$750.50; SL \$3,679.09

For distribution checks from 33120 - 33160

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #136

EXECUTIVE SESSION

Motion by Councilperson Smith

Seconded by Councilperson Didas

To enter executive session at 6:40 P.M. to discuss an employment history.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #137

RETURN TO REGULAR SESSION

Motion by Councilperson Smith

Seconded by Councilperson Filipowicz

To return to regular session at 7:11 P.M.

VOTE OF THE BOARD

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

NAYS: None

RESOLUTION #138

ADJOURNMENT

Introduced by Councilperson Didas

Seconded by Councilperson Smith

To adjourn the Town Board meeting at 7:11 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 04-24-2018