

TOWN OF CLARKSON
TOWN BOARD MEETING
July 28, 2020

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, July 28, 2020 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 6:00 P.M. Instructions for virtual participation were posted.

PRESENT:

Christa Filipowicz	Supervisor
Allan Hoy	Councilperson
Patrick Didas	Councilperson
Tom Guarino	Councilperson
Leslie Zink	Councilperson
Sharon Mattison	Town Clerk
Robert Viscardi	Highway Superintendent
Richard Olson	Attorney for the Town

ALSO:

Kevin Moore	Building Inspector
** Elizabeth Spencer	Assessor
**excused	

Supervisor Filipowicz opened the meeting. She led everyone in the Pledge of Allegiance. A moment of silence was observed for our service men and women, first responders, as well as those on the front lines fighting COVID.

OPEN FORUM

Sheldon Meyers of 223 Darla Drive voiced his concern regarding a flea market scheduled for August 8, 2020 at 8100 West Ridge Road. Per advertising on social media, it looks like approximately 2,200 people are interested in attending. In light of the current health crisis, he would like to know if the Town will be involved with ensuring that safety measures will be in place for this event. S. Meyers is also concerned about parking and pedestrian traffic. He feels the Town should be more involved with regulating large events in Clarkson. Supervisor Filipowicz replied that she had already spoken with S. Meyers about this and her recommendation remains that he should speak with the organizers of the event to get more first-hand details. Kevin Moore, our Code Enforcement Officer, has already spoken to them regarding COVID-19 guidelines. He also advised them to contact the Brockport Fire Department and the Monroe County Sheriff's Office to be sure that they were aware of the event.

ZAP HOLDINGS, LLC SUBDIVISION REZONING

Richard Maier, P.L.S. of Maier Land Surveying, P.C. was present in support of the application to rezone approximately .95 acres of land on the east side of Redman Road and north side of Ridge Road from Retail Commercial (C) to Suburban Residential (RS-10). Supervisor Filipowicz commented that this is not considered spot zoning. There were no questions or discussion.

RESOLUTION #361
CLOSE PUBLIC HEARING

Introduced by Councilperson Didas
Seconded by Councilperson Guarino
To close the public hearing at 6:13 P.M.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Hoy, Didas, Zink and Guarino
NAYS: None

07.28.20

RESOLUTION #362

NEGATIVE DECLARATION FOR ZAP HOLDINGS, LLC SUBDIVISION

Introduced by Councilperson Didas

Seconded by Councilperson Zink

To approve negative declaration of ZAP Holdings, LLC rezoning application.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Hoy, Didas, Zink and Guarino

NAYS: None

RESOLUTION #363

APPROVE REZONING FOR ZAP HOLDINGS, LLC

Introduced by Councilperson Guarino

Seconded by Councilperson Hoy

To approve ZAP Holdings, LLC rezoning application.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Hoy, Didas, Zink and Guarino

NAYS: None

RESOLUTION #364

ACCEPT DEPUTY TOWN CLERK RESIGNATION

Introduced by Councilperson Hoy

Seconded by Councilperson Guarino

To accept, with regret, the resignation of Deputy Town Clerk, Katharine Kemp.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Hoy, Didas, Zink and Guarino

NAYS: None

SEYMOUR LIBRARY

Discussion regarding the Seymour Library MOU has been moved to Executive Session so the Town attorney may be included.

Supervisor Filipowicz shared a report from Pat Galinski on the July 15, 2020 Seymour Library Board of Trustees meeting (*attached*).

TOWN BOARD REPORTS

Supervisor Filipowicz reported that our annual audit is in its final stages per Sean Hucko. The Board has decided that we will continue to provide full refunds for lodge rental cancellations due to COVID-19 restrictions. She will be attending a meeting tomorrow night of the Back-To-School Advisory Committee. Plans need to be submitted to the State by the end of the week. We should know by August 7th what the process will be for the Brockport Central School District.

Councilperson Zink distributed a rough draft of a community survey. She asks that Board members review this for additions and/or deletions. She has spoken with John Steinmetz of Barton and Loguidice, he will review the survey as well to be sure questions are worded appropriately. Once the survey has been approved, we could use Survey Monkey or something similar for an online survey. Hard copies of the survey could be made available at the Town Hall, the Rec Center, and the Library for residents.

Councilperson Guarino gave an update from Rec Center. They are holding summer camp with approximately ten children per day. Safety practices are being followed. He reviewed their active programs. They are holding a virtual cooking class that is going well. The Fall Scoreboard will be released soon. Nathan Bushnell, Eagle Scout, reported that he is not required to come before the Town Board to speak, but he is requesting a letter from the Town Board to present to his Scout Leader.

Supervisor Filipowicz also reported that another Eagle Scout, Alex Bieler of Troop 324 led a group of volunteers installing a perennial garden in front of the Town Hall and a bench at the West Clarkson Cemetery. The main component of his Eagle Scout project is a Clarkson Historical Scavenger Hunt that is in the final stages of approval at Google.

07.28.20

TOWN CLERK REPORT

Nothing to report.

HIGHWAY SUPERINTENDENT REPORT

B. Viscardi commented, in regards to the flea market, if people could use Town parking areas and then walk to the event. He stated that he has workers who will be vacationing in August to *quarantined states*. They would have to quarantine upon return and understand that they must use personal/vacation time for that quarantine time. Regarding the Route 18 waterline, they made the crossing today and he hopes to start pressure testing next week. He mentioned that he has received numerous calls tree removal. He has been in touch with other highway superintendents. He would like to clarify the difference between an easement and a right-of-way. An easement is private property and should be maintained by the property owner. The Town may use an easement for drainage or point access, usually on the back of someone's property. A right-of-way can be owned by the Town or the State. He shared pictures of trees that need to be removed, one in a right-of-way and one in an easement. Both need to be removed. Bob will obtain estimates from three different vendors. R. Olson reviewed different scenarios about tree removal and who makes the determination that a tree needs to be removed. He stated that written consent would need to be obtained from property owners of any easement that has a tree requiring removal. A Town policy will be prepared so that everyone understands the process.

B. Viscardi also reported that the Honor Roll at the Vets Club needs to be put up.

BUILDING DEPARTMENT

K. Moore stated that the MS4 waiver letter regarding the Stormwater Coalition, for approval to withdraw has been sent. Per the County, the Town is not required to participate in this program and it will be a cost savings to the Town.

RESOLUTION #363

MINUTES

Introduced by Councilperson Guarino

Seconded by Councilperson Hoy

To approve meeting minutes from July 14, 2020, July 23, 2020, and July 27, 2020.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Hoy, Didas, Zink and Guarino

NAYS: None

RESOLUTION #364

AUDIT 7-02-2020

Introduced by Councilperson Hoy

Seconded by Councilperson Didas

To authorize payment of audit 7-02-2020 totaling \$35,293.45: AA General \$10,250.96, BB General \$8,984.06, DA Highway \$13,383.55, HH Capital Projects \$2,674.88. Checks distributed include Joint Checking: #35728-35772 (void 35731 and 35732); Trust and Agency: #6106-6109 (void 6107).

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Hoy, Didas, Zink and Guarino

NAYS: None

RESOLUTION #365

EXECUTIVE SESSION

Introduced by Councilperson Didas

Seconded by Councilperson Hoy

To enter into Executive Session to discuss a personnel matter at 6:48 P.M.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Hoy, Didas, Zink and Guarino

NAYS: None

07.28.20

RESOLUTION #366
RETURN TO REGULAR SESSION

Motion by Councilperson Zink
Seconded by Councilperson Guarino
To return to regular session at 8:15 P.M.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Hoy, Didas, Zink and Guarino
NAYS: None

RESOLUTION #367
ADJOURNMENT

Introduced by Councilperson Zink
Seconded by Councilperson Didas
To adjourn the Town Board meeting at 8:17 P.M.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Hoy, Didas, Zink and Guarino
NAYS: None

Respectfully submitted,

Sharon S. Mattison
Town Clerk

Approved 08-11-2020

Highlights of Seymour Library Board of Trustees Meeting

Date: 15 July 2020

- A revised MOU has been sent to the municipalities; Brockport made no significant revisions, Sweden has sent the draft to the Board for review, M. Brown and T. Pennington will contact Clarkson Supervisor Christa Filipowicz to follow up on the MOU.
- The Library is planning for a 20 July 2020 reopening to the public.
 - The Library will provide masks to patrons without them. Children under two will be required to be accompanied by their caregivers, and those who are medically unable to tolerate wearing a mask will be offered a less restrictive face shield. For those who are unable or unwilling to wear the shield, the ADA's required reasonable accommodation is curbside pickup (during operating hours on Tuesdays and Thursdays). Current policy regarding code of conduct will cover any non-compliance by patrons.
 - Restrooms will be available for use during operating hours. The bathrooms will be limited to one person at a time, 'enforced' with signage.
 - The drinking fountains will be turned off.
- The Finance Committee has started the budget planning process. 70% of the budget is due to salaries and benefits, with the remainder going to operations, materials, etc. In order to have a budget to present to the municipalities in September, it will need to be ready by the August meeting. Several different contingency budgets will be prepared.
- Sweden liaison Patty Hayles provided an update with regard to the Foundation transfer. The Foundation will return \$4,207.63 to the Library via a Town of Sweden resolution. There is an additional \$35,000 that was earned by the Foundation, and it has been suggested that those funds should also be returned to the Library for use toward HVAC expenses or other budgeted items.
- Clarkson supervisor Christa Filipowicz has inquired of the Town's insurance agency (Hoffman Hanafin & Associates LLC) about covering the library under the Town's policy and the Library reimbursing the town in lieu of purchasing insurance separately. The estimate is significantly less than what the Library is paying currently. The Committee will compare the current and proposed policies.
- The Facilities Committee met to determine future projects, which include telephone system replacement and pendant light replacement (12 total). The Committee suggests testing one bulb before committing to full replacement. The Committee is also considering replacing fluorescent tubes with LEDs and will perform a cost-benefit analysis before moving forward. Wolf Mechanical has opened the HVAC dampers to improve airflow (and mitigate against COVID-19), and fixed the fan unit issue. Three actuators were replaced, while a fourth actuator, two freeze protection stats, and two humidistats will be installed upon arrival.