

TOWN OF CLARKSON  
TOWN BOARD MEETING  
March 23, 2021

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, March 23, 2021 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 6:00 P.M.

PRESENT:

Christa Filipowicz	Supervisor
Allan Hoy	Councilperson
Patrick Didas	Councilperson
Tom Guarino	Councilperson
Leslie Zink	Councilperson
Susan Henshaw	Town Clerk
Robert Viscardi	Highway Superintendent
Richard Olson	Attorney
Liz Spencer	Assessor
Kevin Moore	Building Inspector

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.

**OLD BUSINESS**

Adjustments will be made to the Employee handbook regarding compensation time. One addition to the handbook is for all full-time employees, you are eligible for discounted membership at the Sweden Clarkson Community Center.

**RESOLUTION #78**  
**APPROVAL OF EMPLOYEE HANDBOOK**

Introduced by Councilperson Guarino  
Seconded by Councilperson Zink  
To approve the Employee Handbook

**VOTE OF THE BOARD**

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

**Comprehensive Plan Committee** – Councilperson Zink advised that things are moving forward and they are scheduled to meet again in April.

**RESOLUTION #79**  
**COMPREHENSIVE PLAN COMMITTEE**

Introduced by Councilperson Hoy  
Seconded by Councilperson Guarino  
Appoint the Comprehensive Plan Committee. They are as follows: Leslie Zink, John Jackson, Conrad Ziarniak, Chris Martin, Barbara Schrage, Nick D'Amuro, Robert Viscardi, Harold Mundy, Ralph Rizzo, Lee Hicks, Steve Frosini, Joseph Perry, Leanna Hale. Ex - Officio: Christa Filipowicz, Richard Olson.

**VOTE OF THE BOARD**

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

**3-23-3021**

**NEW BUSINESS**

**Seymour Library Report** – see attachment

**Emergency Operations Policy** - Supervisor Filipowicz advised that our policy is complete and is on file. Copies will be on file in each of the buildings. Dick Olson suggested that a copy be appended to the Employee Handbook. He also suggests we send a copy to Monroe County and to New York State Department of Labor.

**Town Hall Renovations** – It has been decided that this project will need to stay within the footprint of the building. Both Supervisor Filipowicz and Building Inspector Kevin Moore discussed the concerns for the inside staircase and possible options on that particular item. Supervisor Filipowicz advised that a possible bump out to the main floor would require being ADA Compliant. A Town Hall workshop will be scheduled with all TH employees, SWBR and Town Board members to further discuss any concerns.

**NYSERTA** – The NYSERTA grant proposed by MRB for our own solar project at the Transfer Station is approx. \$3,000:

Subtotal A = \$1400.80

Subtotal B = \$1540.00

Subtotal C = project negotiation – hourly as needed

**RESOLUTION #80**

**NYSERTA GRANT FOR TRANSFER STATION**

Introduced by Councilperson Hoy

Seconded by Councilperson Guarino

To move forward with the NYSERTA grant for the Transfer Station

**VOTE OF THE BOARD**

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

NAYES: None

**RESOLUTION #81**

**ACKNOWLEDGE RECEIPT OF SUPERVISOR'S FINANCIAL REPORT**

Introduced by Councilperson Didas

Seconded by Councilperson Hoy

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

**VOTE OF THE BOARD**

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

NAYS: None

**Supervisors Reports** – Supervisor Filipowicz advised she attended the Monroe County Supervisor Association in March to discuss current topics and issues. One was the flying of flags usually determined to be freedom of speech. Some have included profanity and those are being addressed one on one. A thank-you note was received from Project Graduation for our donation this year. Supervisor Filipowicz was copied in on a letter from Tom Ophardt to Ruth Anderson. Tom has requested a historical marker on Clarkson Parma Townline Road where he believed that his longtime family homestead may have been a part of an undiscovered refuge on the underground railroad. All information has been given to Leanna Hale to pursue.

### **3-23-2021**

**Town Board Report** – Councilperson Zink advised the Sherwood Dr and Valley View Dr Neighborhood Watch event is scheduled for April 7, and that invitations will go out this week to all households within that area. Councilperson Didas brought up concerns about San Souci Park and the graffiti issues that are plaguing the park. Discussion if the town should repaint or replace the signs that were ruined, and whether bringing in some cameras, more lighting, maybe some trail cams could be posted around the park. The Monroe County Sheriffs are aware of the situation and do tend to sit down in the park at times to assist. Supervisor Filipowicz mentioned she spoke with Sheila Maynard about her interest in purchasing some trees for Kimball Park. Councilperson Didas will get an updated list of trees and their cost from Sara’s Farm Market. Once we receive that we will update the price list on our town website.

**Town Clerk Report** – Town Clerk Susan Henshaw advised that Transfer Station permits are up to 409 for the year. Lodge rentals are up to 41, and passports are up to 28 for the year as well. She has collected \$5.3 million of the \$5.78 million in Town and County taxes to date. Also that she has taken the Notary Class and the test as well. It will take approx. 6 weeks for results. She advised that the Personal Hygiene Drive was a huge success for Clarkson, Hamlin and Sweden. Congratulations to County Legislator Jackie Smith for organizing the event. Susan Henshaw is also making preparations for a Shred day to be upcoming in the next few months. Susan advised that Peddlers Permits in the area seem to be ramping up and Clarkson will make decisions on a case by case scenario. There is an inquiry about a possible new printer for the Building Department.

**Superintendent Report** - Superintendent Viscardi advised that it looks to be a lean year for Monroe County work. As of now there is nothing scheduled through the end of 2021. He is hoping for something more, but due to COVID much has been put on hold. This of course may change as we move forward. Superintendent Viscardi advised he had to purchase 3000 tons of salt for the year and we have currently used 2100 tons, with half a barn full of salt remaining. He would like to buy more salt now for 2022 as the rates are currently less expensive.

**Mulch**- Superintendent Viscardi discussed the proposal to consolidate with our neighboring towns brush debris. Our contract is \$25,000 a year for ZOLADZ, for 3 years annually. He confirmed that there is plenty of room for all the consolidation of brush at our Transfer Station. Superintendent Viscardi says he would like to improve the road at the Transfer Station if the town board decides to move forward with this proposal. This consolidation would end up saving Clarkson \$25,000 per year. Burn permits were discussed in relation to mulch. Supervisor Filipowicz advised that Hamlin does burn and they advise on social media about burn dates and times. Clarkson tried this same thing in the late 80’s and there were issues with hot embers lingering for long periods of time and it has not been done since. Superintendent Viscardi also advised that Clarkson has approx. 300 yards of mulch over by Lifetime Assistance parking lot that residents are welcome to. He will be having more mulch soon and will place out front of Highway Department when ready. Supervisor Filipowicz inquired about the trails at Kimball Park and to possibly start clearing the way for mulch to be put down. Superintendent Viscardi said he has 300 – 400 yards on sight and ready to use when time permits. He also advised that our residents used to be able to drop off their Ash tree branches at the highway when needed but that has been abused. The highway will have a small bin on the north side of the parking lot for residents to drop off trees instead of waiting for Brush Pick – up days. This will be available from 7:00a-3:30p, Monday – Friday only.

**Building Inspector Report** – Building Inspector Kevin Moore advised that he has 5 new applications for houses and that he expects a very busy year.

**3-23-2021**

**RESOLUTION #82**  
**APPROVE MINUTES 3-09-2021**

Introduced by Councilperson Zink

Seconded by Councilperson Didas

To approve meeting minutes of 3-09-2021

**VOTE OF THE BOARD**

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

NAYES: None

**RESOLUTION #83**  
**AUDIT 03-23-2021**

Introduced by Councilperson Hoy

Seconded by Councilperson Guarino

To authorize payment of audit 3-23-2021 totaling \$48,363.69 AA General \$29,827.01, BB General- Outside Village \$2,945.63, DA Highway - Town Wide \$11,987.84, SL – Lighting \$3,480.21, SS – Sewer \$123.00 and Distribution of checks: Trust and Agency #6165-6168, Joint Checking #4018-4059, voided checks 4039 and 4042

**VOTE OF THE BOARD**

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

NAYES: None

NAYES: None

**RESOLUTION #84**  
**EXECUTIVE SESSION**

Introduced by Councilperson Zink

Seconded by Councilperson Guarino

Motion to go into executive session at 6:36pm to discuss a legal matter.

**VOTE OF THE BOARD**

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

NAYS: None

**RESOLUTION #85**  
**OUT OF EXECUTIVE SESSION**

Introduced by Councilperson Didas

Seconded by Councilperson Guarino

Motion to exit executive session at 8:11pm

**VOTE OF THE BOARD**

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

NAYES: None

**RESOLUTION #86**  
**ADJOURN**

Introduced by Councilperson Zink

Seconded by Councilperson Guarino

To adjourn the meeting at 8:11pm

**VOTE OF THE BOARD**

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

NAYS: None

Respectfully submitted,

*Susan Henshaw*

Town Clerk

Approved 4-13-2021