

**TOWN OF CLARKSON  
TOWN BOARD MEETING**

November 22, 2022

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, November 22, 2022 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 6:00 P.M.

**PRESENT:**

Christa Filipowicz	Supervisor
Nick D’Amuro	Councilperson
John Culhane	Councilperson
Tom Guarino	Councilperson
Leslie Zink	Councilperson
Susan Henshaw	Town Clerk
Robert Viscardi	Highway Superintendent
Richard Olson	Attorney
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 and veterans, particularly those who have paid the ultimate price, in addition to John’s brother Barry Culhane, who did so much for the Rochester community.

**COMMUNICATIONS**

Seymour Library Community Survey has been completed. The survey was to gather information as to whom and why one uses the library. There were 570 participants in this survey. There were a series of questions that ranged in scope of materials. The age of participants in the 35-45 year-olds’ range was the most predominant, followed by 65+ year olds. Most come to the library to borrow books and digital media and the frequency to visit the facility is every 3-6 months. Customer service was rated good to excellent and they found that most rent DVD movies, as many do not have Blu-ray. People seem pleased with the days and hours of operation. They enjoy all the children’s programs offered. Four work-study private rooms were recently added to the library but more spaces have been requested. More books and printed material are requested for the future as well. People feel very safe coming to the library and would like to see less turn-over in staff. The needs of the residents seem to be provided in everything offered at the Seymour Library.

**NEW BUSINESS**

**RESOLUTION #280**  
**REAFFIRM APPOINTMENT TO THE BOARD OF ASSESSMENT REVIEW**  
**MEMBER**

Introduced by Councilperson Zink  
Seconded by Councilperson Culhane  
To reappoint appointment of Board of Assessment Review member Dennis Levandowski.

**VOTE OF THE BOARD**

**AYES:** Supervisor Filipowicz, Councilpersons Culhane, D’Amuro, Guarino and Zink  
**NAYES:** None

11-22-2022

RESOLUTION #281  
CRIME BOND FOR TAX COLLECTOR FOR 2023

Motion by Councilperson Guarino  
Seconded by Councilperson D’Amuro  
AUTHORIZING SURETY, FORM AND AMOUNT OF OFFICIAL UNDERTAKING  
FOR THE FAITHFUL PERFORMANCE OF THE DUTIES OF THE TOWN CLERK  
AND RECEIVER OF TAXES AND ASSESSMENTS

Be it resolved by the Board of the Town of Clarkson as follows:

Section. 1. The Board hereby approves the surety, form and amount of the official undertaking for the faithful performance of the duties of the town clerk and receiver of taxes and assessments, as follows:

Type of undertaking: Crime Bond  
Insurance company: New York Municipal Insurance Reciprocal  
Amount: \$250,000.00

Section 2. A true copy of this resolution shall be affixed to the undertaking to indicate this Board’s approval thereon in accordance with Town Law section 25 and filed in the office of the Town Clerk.

VOTE OF THE BOARD

A YES: Supervisor Filipowicz, Councilpersons Culhane, D’Amuro, Guarino and Zink  
NAYES: None

RESOLUTION #282  
TO APPROVE TOM GUARINO AS THE CLARKSON 2023 DELEGATE TO  
THE ASSOCIATION OF TOWNS

Introduced by Councilperson D’Amuro  
Seconded by Councilperson Zink  
To approve Tom Guarino as the Clarkson 2023 delegate to the Association of Towns.  
VOTE OF THE BOARD  
A YES: Supervisor Filipowicz, Councilpersons Culhane, D’Amuro, Guarino and Zink  
NAYES: None

**Code Administration Part 1203 Update-** Attorney Richard Olson advised that NY State has mandated a model law directed towards operating permits and safety inspections as well as how records are kept. Building Inspector Kevin Moore will be reviewing the fee schedule for 2023 and advise if further adjustments need to be made.

RESOLUTION #283  
SETTING OF PUBLIC HEARING FOR LOCAL LAW #6-2022 CODE  
ADMINISTRATION PART 1203 UPDATE

Introduced by Councilperson Guarino  
Seconded by Councilperson D’Amuro  
Setting of Public Hearing for Local Law #6-2022 Code Administration Part 1203 Update.

A LOCAL LAW TO PROVIDE FOR THE ADMINISTRATION AND  
ENFORCEMENT OF THE NEW YORK STATE UNIFORM FIRE PREVENTION  
AND BUILDING CODE AND THE STATE ENERGY CONSERVATION CODE IN  
THE TOWN OF CLARKSON

11-22-2022

**WHEREAS**, the Town Board has before it a proposed Local Law to which, if adopted, would comply with rules and regulations of the State of New York; and

**WHEREAS**, as required by law, the Town Board of the Town of Clarkson must hold a Public Hearing on said law;

**NOW, THEREFORE, BE IT RESOLVED:**

**SECTION 1.** That the Town Board of the Town of Clarkson shall hold and conduct a Public Hearing on the 13th day of December, 2022, at 6:00 p.m. at the Town Hall, 3710 Lake Road, Town of Clarkson, New York, 14430 to consider the attached Local Law; at which Public Hearing all interested persons will be heard concerning the subject matter thereof.

**SECTION 2.** That the Town Clerk shall cause due notice of such public hearing to be published and posted required by law.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, D’Amuro, Guarino and Zink  
NAYES: None

**Hazardous Mitigation Plan** – Kevin Moore advised he has been working with the county on the emergency plan to reduce disaster concerns if it happens. The county is working on training and preparing for Public Hearings at this time. They are working on an annex for improvement. Kevin Moore is in discussions with the Town of Sweden to corroborate with the Town of Clarkson to possibly designate the Sweden Clarkson Recreation center as the emergency shelter. But it currently does not have back up power. In January, FEMA will be offering grants for back-up power systems for the towns, the lodges and possibly for Stormwater systems. More to come.

**RESOLUTION #284**  
**AUTHORIZE MERIT/STEP INCREASE FOR HIGHWAY EMPLOYEE STEVEN FONTE**

Introduced by Councilperson Culhane  
Seconded by Councilperson Zink

To approve, based on merit, increase in pay for Highway employee Steven Fonte from MEO, Step 9 at \$21.98 per hour to MEO, Step 11 at \$22.64 per hour effective November 16, 2022

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, D’Amuro, Guarino and Zink  
NAYES: None

**RESOLUTION #285**  
**SCHEDULE ORGANIZATIONAL MEETING**

Introduced by Supervisor Filipowicz  
Seconded by Councilperson Guarino

To schedule the 2023 Organizational Meeting for Tuesday, January 3, 2023 at 5:30 P.M. at the Clarkson Town Hall, 3710 Lake Rd, Clarkson NY.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, D’Amuro, Guarino and Zink  
NAYES: None

**RESOLUTION #286**  
**HEALTHCARE FOR RETIREES**

Introduced by Councilperson Guarino  
Seconded by Councilperson Culhane

To make healthcare consistent for retirees and pay 93% towards their benefit.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, D’Amuro, Guarino and Zink  
NAYES: None

**OLD BUSINESS**

**RESOLUTION #287**  
**MOTION TO APPOINT RICHARD OLSON FOR OUR LEGAL SERVICES FOR**  
**WIBA #1**

Introduced by Councilperson Guarino  
 Seconded by Councilperson Zink

Motion to appoint Richard Olson for our legal services for WIBA #1.

**VOTE OF THE BOARD**

AYES: Supervisor Filipowicz, Councilpersons Culhane, D'Amuro, Guarino and Zink  
 NAYES: None

**Supervisors Report –**

**Seymour Library Report – see attachment**

**Monroe County Magistrates Office –** Supervisor Filipowicz received a letter advising due to a staff shortage of 11 attorneys, the DA's office cannot staff all the town and village courts. Effective Jan 1, 2023 they will only be able to staff one criminal docket per week per judge.

**Staff Meeting –** is scheduled for Thursday, December 15 at 7:00 AM at the Town Hall.

**Good Neighbor Day –** is scheduled for Friday, August 18, 2023.

**Monroe County Supervisors Association –** met last Friday and there was good discussion on matters of mutual interest.

**2023 Budget -** all budget information has been submitted to the Office of Real Property for preparation of the tax bills we will be receiving in December.

**Support Boards -** All department heads are updating information for FY 2023. We are doing support board renewal interviews and will have some vacancies to fill. The Seymour Library Board will also need a Clarkson representative.

**Holiday Schedule 2023 -** has been distributed and will be approved at the Organizational Meeting January 3.

**Emergency Operating Plan -** Courtney Miller is retyping the entire Emergency Operating Plan and will need to meet on that as the Board and staff will have specific duties and training will be needed once finalized.

**Wage Scales -** We are in the process of updating the Wage Scales to accommodate staff increases.

**Leadership Logic –** Supervisor Filipowicz, Superintendent Viscardi and Councilperson Culhane will meet with Leadership Logic on December 6 to discuss the path forward with their services.

**Newsletters –** were sent out last weekend in the Westside News.

**WIBA #1 –** Public Hearing #2 will be Tuesday, November 29 at 6:00 PM at the Court House.

**Town Board Reports –**

**Just Solutions –** Councilperson Culhane advised he has been working with our IT Specialists regarding Town Hall computers.

**Bergmann –** Councilperson Zink has been working with Bergmann in preparation for a January meeting to review codes.

11-22-2022

**Monthly Meeting** – Councilperson Guarino advised last weeks staff meeting went well.

**Speed Limit** – Councilperson Guarino advised he has yet to receive feedback on the Scarlet pine Circle and Gilmore Road speed concerns.

**Neighborhood Safety Meeting** – Councilperson Guarino has been in contact with Deputy Payne for a community safety meeting in the near future. No date is set at this time.

**Veterans' Health** – Councilperson D'Amuro mentioned that the first Veterans' walk-in hours were this evening and was not well attended. He will visit local Veterans' Clubs and American Legions to place posters and ensure they are aware of this bi-weekly event.

**Town Clerk** – Susan Henshaw wanted to remind everyone of Holiday Food Drive that runs through Friday, December 16.

**Building Department** – Kevin Moore wanted to thank Superintendent Viscardi for his swift resolution late in the evening, to concerns at the transfer station last week.

**Superintendent Viscardi** – mentioned that all the highway equipment is ready for the winter season. He had a crew in place for this past weekends' area snow storm in case it were to reach us. They were able to ensure snow fences were placed in locations required. December 3 starts the 24/7 crew shifts, until April 15.

**Umpteenth Annual Christmas Party** – is scheduled for Friday, December 16 at 7:00 PM inside at the Court House. Santa will be in attendance.

RESOLUTION #288

APPROVE MINUTES FROM PUBLIC HEARING FOR WIBA #1 ON 10-12-2022

Introduced by Councilperson D'Amuro

Seconded by Councilperson Guarino

To approve minutes from Public Hearing for WIBA #1 on 10-12-2022.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, D'Amuro, Guarino and Zink  
NAYES: None

RESOLUTION #289

APPROVE MINUTES 11-08-2022

Introduced by Councilperson Guarino

Seconded by Councilperson D'Amuro

To approve minutes from 11-08-2022.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, D'Amuro, Guarino and Zink  
NAYES: None

RESOLUTION #290

AUDIT 11-22-2022

Introduced by Councilperson Guarino

Seconded by Councilperson D'Amuro

To authorize payment of audit 11-22-2022 totaling \$71,385.84 AA General \$31,214.74, BB General- Outside Village \$8,125.89, DA Highway - Town Wide \$14,403.47, DB Highway-Outside Village \$1,847.69, HH-Capitol \$13,659.00, SS-Sewer \$270.60, SW-Special District Water \$1,814.05, TA- Agency \$50.40 and Distribution of checks: Joint Checking #0002836-0002881 and Trust and Agency 0006275.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, D'Amuro, Guarino and Zink  
NAYES: None

11-22-2022

RESOLUTION #291

MOTION TO ENTER INTO EXECUTIVE SESSION PER TOWN ATTORNEY

Introduced by Councilperson Zink

Seconded by Councilperson Culhane

Motion to enter into executive session PER Town Attorney

**Whereas**, Section 108(3) of the Public Officers Law exempts “any matter made confidential by federal or state law” from the provisions of the Open Meetings Law; and **Whereas**, Section 4503 of the New York State Civil Practice Law and Rules provides for confidential and privileged communications between an attorney and his or her client in the course of professional employment; and

**Whereas**, the Town Attorney has requested the opportunity to discuss legal matters with his client, the Town Board;

**Now, therefore, be it resolved** That the Town Board enter into a private session with its attorney to discuss legal matters at 6:40PM.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, D’Amuro, Guarino and Zink  
NAYES: None

RESOLUTION #292

MOTION TO EXIT EXECUTIVE SESSION

Introduced by Councilperson Culhane

Seconded by Councilperson Guarino

Motion to exit executive session at 7:35PM.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, D’Amuro, Guarino and Zink  
NAYES: None

RESOLUTION #293

MOTION TO ADJOURN

Introduced by Councilperson Culhane

Seconded by Councilperson D’Amuro

Motion to adjourn at 7:35 PM.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, D’Amuro, Guarino and Zink  
NAYES: None

Respectfully submitted,

*Susan Henshaw*  
Town Clerk

## Seymour Library Highlights from Seymour Library Board Trustee Pat Galinski ----- November 16, 2022

- There have been issues with RG&E. Board President B. LoBracco lodged a complaint with the NYS Department of Public Service. In addition, Board President B. LoBracco and Vice-President M. Brown contacted Assemblyman Hawley's staff regarding the matter, who will be following up.
- Facilities and Operations Committee Chair D. Pophal presented a proposal for a rooftop solar project by Greenspark that would supply 100% of the Library's electricity demand. Research and discussion on this topic will continue.
- Interim Library Director P. Genovese is quite impressed with the staff, noting that they all work well together, and back each other up.
- Ancestry.com is now available at the Library.
- The digital literacy program is meeting twice a week, and will be meeting three times a week in the near future.
- A partnership with SUNY Brockport in the works, which includes internships via work study and working with the Visual Studies Workshop.
- The Library is working with Bill Andrews on use of the Local History Room. It was suggested that the Library contact other local historians.
- Sweden Liaison P. Hayles provided a detailed presentation on the results of the patron survey. The survey results will be posted on the Library website.
- The 2023-2025 Long-Range Plan is available on the Library web site.
- The Foundation is holding their annual gift basket raffle in the Library.
- The 2023 Slate of Officers was presented during the meeting: o President: B. LoBracco o Vice-President: K. Sharpe o Secretary: L. Carus