

TOWN OF CLARKSON  
TOWN BOARD MEETING  
October 10, 2023

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, October 10, 2023 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 6:00 P.M.

PRESENT:

Ursula Liotta	Supervisor
**Nick D'Amuro	Councilperson
John Culhane	Councilperson
Tom Guarino	Councilperson
Sharon Mattison	Councilperson
Susan Henshaw	Town Clerk
Robert Viscardi	Highway Superintendent
Keith O'Toole	Attorney
Kevin Moore	Building Inspector

Supervisor Liotta 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. Along with thanks to healthcare workers who tirelessly work to save lives every day.

**HISTORICAL MOMENTS**

Leanna Hale discussed her interest in cursive writing. Leanna, along with other Clarkson residents, decided to create a summer camp that included a cursive writing class for 4<sup>th</sup> and 5<sup>th</sup> graders. The Clarkson Historical Society just completed their 10<sup>th</sup> summer camp this past August. Leanna has been busy with a NYS Historical Conference, Historical Tours at Lakeview cemetery and Historians of Western New York in Batavia. Leanna was able to obtain two books that include maps of the area. Leanna discussed the upcoming Pioneer Day for the Hill School students on October 27. An additional meeting regarding the Solar Eclipse will be coming up on December 5 at the Clarkson Courthouse.

**PUBLIC HEARING**

Supervisor Liotta read the information regarding Local Law#3-2023. This law is to amend the Town of Clarkson's "Local Law No. 1-1973 of the Town of Clarkson" relating to the design requirements of Pole Barn Residences.

**10-10-2023**

**RESOLUTION #278**  
**MOTION TO CLOSE PUBLIC HEARING ON LOCAL LAW#3-2023 POLE**  
**BARN RESIDENCE DESIGN STANDARDS LAW**

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

Motion to close public hearing on Local Law #3-3023 Pole Barn Residence Design Standards Law.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D'Amuro

Councilperson Guarino felt the board needed further time to review the law before making an informative decision. Square footage and the possibility of two stories were top concerns.

**RESOLUTION #279**  
**MOTION TO TABLE THE APPROVAL OF LOCAL LAW #3-2023 PENDING**  
**FURTHER DISCUSSION**

Introduced by Councilperson Mattison

Seconded by Councilperson Guarino

Motion to table the approval of Local Law#3-2023 pending further discussion.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D'Amuro

**COMMUNICATIONS**

**RESOLUTION #280**  
**ACKNOWLEDGE RECEIPT OF SUPERVISOR'S SEPTEMBER FINANCIAL**  
**REPORT**

Introduced by Councilperson Culhane

Seconded by Councilperson Guarino

Acknowledge receipt of Supervisors September Financial Report.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D'Amuro

**NEW BUSINESS –**

**10-10-2023**

**RESOLUTION #281**

**MOTION TO APPROVE MERIT INCREASE FOR ASSISTANT TO BUILDING INSPECTOR ANDREA ROOKEY FOR HER 1 YEAR REVIEW**

Introduced by Councilperson Culhane

Seconded by Councilperson Mattison

Motion to approve merit increase for Assistant to Building Inspector Andrea Rookey for her one-year review from Clerk II Step 11 @ \$18.60 per/hr to Step 13 @ \$19.16 per/hr effective October 3, 2023.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D'Amuro

**RESOLUTION #282**

**AUTHORIZING SUPERVISOR TO SIGN AMENDMENT FOR 2023/24 INTERMUNICIPAL AGREEMENT FOR SNOW AND ICE CONTROL SERVICES**

Introduced by: Councilperson Mattison

Seconded by: Councilperson Guarino

**WHEREAS**, the Town Board has authorized the Supervisor of the Town of Clarkson, County of Monroe, State of New York to sign the Intermunicipal Agreement for Snow and Ice Control Services with the County of Monroe, for a term of one (1) year from October 1, 2023 through September 30, 2024, with annual renewals upon mutual consent for up to four (4) additional years.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D'Amuro

Superintendent Viscardi advised that the equipment rental rate increased by 30% for the first time in approximately ten years. NYS is amending rates according to FEMA rates.

**RESOLUTION #283**

**MOTION TO APPROVE REINSTATEMENT OF HIGHWAY SEASONAL EMPLOYEE T. HATFIELD**

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

Motion to approve reinstatement of Highway seasonal employee T. Hatfield for one-month effective October 2, 2023.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D'Amuro

**10-10-2023**

**OLD BUSINESS**

**Patriot Painting** – has made an adjustment to their bid with an additional \$2700.00 for painting the handicap ramp, the generator, the outside stairs going to the first level and the stair railing. The original contract was for \$15,800.00 plus the additional \$2700.00. They will be dropping off paperwork Wednesday, October 11 as well as picking up the deposit check.

**RESOLUTION #284**

**MOTION TO UPDATE THE CONTRACT APPROVAL OF THE ADDITIONAL \$2700.00 AND TO PROVIDE THE \$8,000.00 DEPOSIT**

Introduced by Councilperson Guarino

Seconded by Councilperson Mattison

Motion to update the contract approval of the additional \$2,700.00 and to provide the \$8,000.00 deposit check.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D'Amuro

**Supervisors Report –**

**Spectrum** – will be updating the Town Hall and highway phones within the next month.

**Dog Warden** – Dave Maynard advised he just completed a NYS audit and all was perfect. They inspected the vehicle, the records and the shelter. Changes will be forthcoming regarding a pass-through for the dogs.

**Town Board Reports –**

**Town Hall Window Installation** – Councilperson Mattison advised that she is in contact with Rochester Colonial for upcoming installation.

**Budget 2024** – Councilperson Culhane is working to compare the percentages from budget year to budget year more readily. He is working to get a better understanding to share with all board members. Another workshop date will be set shortly.

**Town Clerk** – discussed that she has collected \$7.3 million of the \$8.2 million expected. She will be closing out the tax season in the next few weeks.

**10-10-2023**

**Building Inspector** – Kevin discussed a site plan for review of a 14,000 sq. foot field house. He went to a Fire Marshall conference last month and the hot topic was pole barn homes and how they are challenging for the local fire departments.

**Town Attorney** – Keith O’Toole discussed the Sunday on Premises Sales Permit. Adult beverages for on premises consumption would be allowed to serve from 8:00 a.m. – 10:00 a.m. on Sunday mornings. Establishments are allowed twelve applications per year, one per month if interested.

**Highway Report** – Superintendent Viscardi mentioned they completed paving Sherwood Drive and Crescent Drive. 500 tons of blacktop was used. The Highway Department will tend to drainage issues on Crescent Drive in the Spring. A dump truck was sold for \$4500.00 in the recent auction. Many were being sold for far less than expected. Brush pick up begins on October 23, 2023 and Junk Days are October 20-21, 2023. Leaves will be picked up for approximately four-five weeks until highway has passed by every road.

**RESOLUTION #285****APPROVE MINUTES 9-26-2023**

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

To approve minutes from 9-26-2023.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D’Amuro

**RESOLUTION #286****AUDIT 10-10-2023**

Introduced by Councilperson Mattison

Seconded by Councilperson Guarino

To authorize payment of audit 10-10-2023 totaling \$32,667.29. AA General \$17,984.99, BB General- Outside Village \$2,189.49, DA Highway - Town Wide \$6,775.70, DB- Highway-Outside Village \$248.40, HH- Capital Projects \$1,377.00, SL – Lighting \$3,909.06, SS – Sewer \$73.53, TA – Agency \$109.12 and Distribution of checks: Joint Checking #0003828-0003872 and Trust and Agency 0006298.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D’Amuro

**10-10-2023**

**RESOLUTION #287**  
**MOTION TO ENTER INTO EXECUTIVE SESSION**

Introduced by Councilperson Guarino

Seconded by Councilperson Mattison

Motion to go into executive session for discussions relating to proposed, pending or current litigation. Matters relating to collective negotiations under Taylor Law. Matters relating to medical, financial, credit or employment history of a particular person or corporation. Matters related to the appointment, promotion, demotion, discipline or removal of a particular person or corporation.

That the Town Board enter into a private session with its attorney to discuss legal matters at 6:35 PM

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D'Amuro

**RESOLUTION #288**  
**MOTION TO EXIT OUT OF EXECUTIVE SESSION**

Introduced by Councilperson Guarino

Seconded by Councilperson Mattison

Motion to exit out of executive session at 7:00 PM.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D'Amuro

**RESOLUTION #289**  
**MOTION TO ADJOURN**

Introduced by Supervisor Liotta

Seconded by Councilperson Culhane

Motion to adjourn at 7:01 PM.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Guarino and Mattison

NAYES: None

ABSENT: D'Amuro

Respectfully submitted,

*Susan Henshaw*  
Town Clerk

Approved 10-24-2023

