

TOWN OF CLARKSON  
TOWN BOARD MEETING  
July 23, 2024

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, July 23, 2024, at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 6:00 P.M.

PRESENT:

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

\*\* excused

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.

**NEW BUSINESS**

**Pump Station** – Superintendent Bob Viscardi discussed the 2 pump system at the Benita pump station. He mentioned that each pump typically has a life of 7-10 years. He advised that pump #2 had a seal failure and the station is currently running on 1 pump. He has found that Liberty Pumps in Bergen has a pump at a savings of over \$3,000 and will be ready for us in a few weeks. Once it arrives, the station will be back to running on 2 new pumps. The cost is the same as the pump purchased in May: \$13,625.00.

**RESOLUTION #194**

**MOTION TO APPROVE EXPENDITURE FOR A NEW PUMP FOR  
BENITA PUMP STATION**

Introduced by Councilperson Culhane

Seconded by Councilperson Mattison

Motion to approve expenditure for a new pump for Benita Drive Pump Station.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilperson Culhane, Mattison and Wexler

NAYS: None

ABSENT: D'Amuro

**RESOLUTION #195**

**AUTHORIZE MERIT/STEP INCREASE FOR THE ASSISTANT TO HIGHWAY  
SUPERINTENDENT KELLY SPRAGUE**

Introduced by Councilperson Mattison

Seconded by Councilperson Wexler

To authorize a merit/step increase for the Assistant to Highway Superintendent Kelly Sprague from Clerk 1, Step 15 at \$23.92/hour to Clerk 1, Step 17 at \$24.64/hour effective August 8, 2024.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilperson Culhane, Mattison and Wexler

NAYS: None

ABSENT: D'Amuro

**7-23-2024**

Supervisor Liotta and Superintendent Viscardi mentioned how well Kelly has acclimated into her role as highway clerk, and how much she enjoys her job at the town and working with her fellow employees.

**WIBA#1** – Supervisor Liotta discussed the 3 sealed bids for the water project that were received on July 16, at the bid opening. Pilon Construction came in at \$5,603,420.00; Randsco Pipeline, Inc. at \$6,271,600.00 and Villager Construction at \$ 7,189,900.00. Attorney for the project, Richard Olson, sent an email, which was read aloud by Supervisor Liotta. This email advised of his presence at the bid opening and his review of all 3 bids, along with their associated required documentation, including the bid bond. Based on Attorney Olson’s legal opinion, he feels the bid from Pilon Construction, Inc. meets the requirements, and the town board may move forward and award them the project. Attorney Olson’s opinion is unrelated to the costs of the project, or the ability to do the work. He leaves that to the expertise of the town’s engineers at MRB Group. The resolution was then read aloud as stated below:

**RESOLUTION #196**  
**AWARDING BID-TOWN OF CLARKSON WATER IMPROVEMENT**  
**BENEFIT AREA NO. 1**

At a regular meeting of the Town Board of the Town of Clarkson held at the Town Hall, 3710 Lake Road, Clarkson, New York at 6:00 P.M. on July 23, 2024

Present: Supervisor Liotta, Councilpersons, Culhane, Mattison and Wexler

Absent: D’Amuro

Introduced by Councilperson Mattison

Seconded by Councilperson Culhane

**WHEREAS**, The Town Board of the Town of Clarkson by public notice duly published according to law, invited sealed proposals for the furnishing of materials and labor necessary for the Town of Clarkson Water Improvement Benefit Area No. 1; and

**WHEREAS**, all such proposals received were considered at the Town Hall of the Town of Clarkson, 3710 Lake Road, Clarkson, New York on the sixteenth day of July 2024 at 10:00 A.M., the time and location specified in said public notice; and

**WHEREAS**, MRB Group, the Town’s Engineer for this project has reviewed the bids with respect to their accuracy and completeness; and

**WHEREAS**, Richard J. Olson, the Town’s Attorney for this project, has reviewed the bid with respect to meeting all of the legal requirements; and

**WHEREAS**, after reviewing the bid information, the Town Board has determined that Pilon Construction Co., Inc. is the responsible low bidder whose bid in the amount of \$5,603,420.00 was filed in conformance with said public notice, for such public work and in accordance with the plans and specifications;

**THEREFORE, Now BE IT RESOLVED**, that the said proposal of Pilon Construction Co., Inc. be and same hereby is accepted; and be it

**FURTHER RESOLVED**, that the Town of Clarkson enter into a contract with said Pilon Construction Co., Inc. for the Town of Clarkson Water Improvement Benefit Area No. 1 in the amount of \$5,603,420.00, said contract to be approved by Richard J. Olson, the Town’s Attorney assigned to this project, and that said contract shall provide for the furnishing of further security for the performance of said contract specified in the aforementioned public notice: and be it

**FURTHER RESOLVED**, that this Resolution take effect immediately.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilperson Culhane, Mattison and Wexler

NAYS: None

ABSENT: D’Amuro

**7-23-2024**

**Line Transfers** – Supervisor Liotta advised that LGSS, the town's. The accounts, are preparing for the 2025 budget. Changes and corrections were brought to surface that need to be rectified. Councilperson Culhane added that all of these adjustments are explainable and easily modified. Further discussion ensued regarding several line items. Those corrections have been noted in Exhibit A.

**RESOLUTION #197**  
**AUTHORIZE MID-YEAR BUDGET AMENDMENT AND TRANSFER OF**  
**FUNDS**

Introduced by Councilperson Wexler

Seconded by Councilperson Culhane

**WHEREAS**, the Town Board is authorized to transfer funds and make supplemental appropriations where appropriate to amend the current fiscal year budget; and

**WHEREAS**, upon analysis of Town accounts and upon consultation and advice with its financial consultants, the Town Board of the Town of Clarkson is considering adoption of a mid-year budget amendment and such appropriations and transfer of funds all as described on Exhibit A and incorporated herein.

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

**SECTION 1.** That the Town Board authorizes the budget amendment and such appropriations and transfer of funds all as identified on Exhibit A and incorporated herein.

**SECTION 2.** That the Town Clerk shall provide a copy of this resolution to Local Government Support Services (LGSS).

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilperson Culhane, Mattison and Wexler

NAYES: None

ABSENT: D'Amuro

7-23-2024

**TOWN OF CLARKSON**  
**PLEASE MAKE THE FOLLOWING TRANSFERS AT YOUR 7-23-2024**  
**MEETING:**

**EXHIBIT A**

**GENERAL FUND - TOWNWIDE**

<i>Transfer From:</i>	AA.1990.400	Contingency	\$ 2,165.00
		<b>UNANTICIPATED REVENUE</b>	
	AA.1030.000	Special Assessments	\$ 20,000.00
			<u>\$ 22,165.00</u>
<i>Transfer To:</i>	AA.1010.400	Legislative Board, Contr Expend	\$ 555.00
	AA.1920.400	Municipal Assn Dues, Contr Expend	\$ 125.00
	AA.7110.400	Parks, Contr Expend	\$ 1,500.00
	AA.8810.400	Cemetery, Contr Expend	\$ 297.00
	AA.8989.400	Misc Home & Comm. Svc., Contr Expend (mowing)	\$ 10,000.00
	AA.9050.800	Unemployment Insurance, Empl Bnfts	\$ 2,688.00
	AA.9055.800	Disability Insurance, Empl Bnfts	\$ 7,000.00
			<u>\$ 22,165.00</u>

**GENERAL FUND - OUTSIDE VILLAGE**

<i>Transfer From:</i>	BB.1990.400	Contingency	\$ 3,014.00
			<u>\$ 3,014.00</u>
<i>Transfer To:</i>	BB.7410.400	Library, Contr Expend	\$ 3,014.00
			<u>\$ 3,014.00</u>

**HIGHWAY FUND - TOWNWIDE**

<i>Transfer From:</i>		<b>UNANTICIPATED REVENUE</b>	
	DA.2650.000	Sale of Scrap & Excess Material	\$ 3,502.00
	DA.2655.000	Sales Other	\$ 9,600.00
	DA.5999.000	Appropriated Fund Balance	\$ 17,225.00
			<u>\$ 30,327.00</u>
<i>Transfer To:</i>	DA.5130.200	Machinery, Equip & Cap Outlay	\$ 24,302.00
	DA.8540.400	Drainage, Contr Expend	\$ 6,025.00
			<u>\$ 30,327.00</u>

**SEWER DISTRICT #2**

<i>Transfer From:</i>	SS.8120.400	Sanitary Sewers, Contr Expend	\$ 1,660.00
			<u>\$ 1,660.00</u>
<i>Transfer To:</i>	SS.8120.100	Sanitary Sewers, Pers Serv	\$ 1,540.00
	SS.9030.800	Social Security	\$ 120.00
			<u>\$ 1,660.00</u>

7-23-2024

TOWN OF CLARKSON

PLEASE MAKE THE FOLLOWING TRANSFERS AT YOUR 7/23/24 MEETING:

APPROVED

NOT APPROVED

Wesley M. Rota  
SIGNATURE - SUPERVISOR

7/23/24  
DATE

J. K. O.  
SIGNATURE - COUNCILPERSON

7/23/24  
DATE

Evan M. Walker  
SIGNATURE - COUNCILPERSON

7/23/24  
DATE

Sharon L. Malkison  
SIGNATURE - COUNCILPERSON

07-23-2024  
DATE

\_\_\_\_\_  
SIGNATURE - COUNCILPERSON

\_\_\_\_\_  
DATE

**7-23-2024**

**Supervisors Report –**

**NYSDOT** – a call was made to the DOT office in Spencerport to discuss a possible crosswalk on Lake Road near the apartment complex, the daycare center parking lot and the entrance to Hafner Park. Many people use that portion of the road to bring their children across the street to the playground, walk their dogs, or use the sporting facilities at the park. The DOT agreed that the need exists and suggested the highway department send a letter of request for a crosswalk to begin the process.

**LGSS** – sent an email advising a schedule for the 2025 budget process.

**Website** – minor modifications have now been made to the website to enhance viewing for topics of interest, including WIBA#1 information.

**Broadband** – County Legislator Jackie Smith sent an email regarding the broadband initiative that she has been on for 2 years. They will be receiving some ARPA funds that can be used towards this program. This is designed to ensure that all residents within Monroe County are receiving consistent broadband. If there are any residents or roads within the town that do not currently receive this service, we are to notify Jackie Smith by Monday, July 29. Spectrum is working diligently to make sure everyone is included. Discussion continued regarding the level of service currently provided throughout the town. Building Inspector Kevin Moore will research possible areas lacking in service.

**Good Neighbor Day** – is quickly approaching and are currently reviewing the vendor list with some recent changes.

**Town Board Reports -**

**Town Clerk** – Susan discussed her new deputy, Carla Ward, and how she is blending in well in her new position. Carla has good rapport with the residents and Susan is thankful for having the extra assistance in the office.

**Building Inspector** – Kevin Moore mentioned Whitehall Mansion broke ground today for the new expansion. / There are currently 4 new house builds going on, with 2 at drywall stage, 1 at framing and 1 at foundation.

**Highway Department** – Superintendent Viscardi mentioned they are currently in construction season and that roadwork should begin mid-August. / He discussed that the playgrounds at both parks now have new mulch. / The bleachers at the old rodeo arena have been moved so they can level the ground area after the Good Neighbor Day event. The remaining bleachers may be sold to a church or they could be held for scrap, if the value is beneficial for the town.

**RESOLUTION #198**

**MOTION TO APPROVE 7-09-2024 MINUTES**

Introduced by Councilperson Culhane

Seconded by Councilperson Mattison

Motion to approve minutes 7-09-2024.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Mattison and Wexler

NAYES: None

ABSENT: Councilpersons D'Amuro

7-23-2024

**RESOLUTION #199**  
**AUDIT 7-09-2024**

Introduced by Councilperson Mattison

Seconded by Councilperson Wexler

To authorize payment of audit 7-23-2024 totaling \$73,639.80 AA General \$18,572.31, BB General- Outside Village \$3,283.10, DA Highway – Town Wide \$13,533.52, DB-Highway-Outside Village \$348.39, HH- Capital Projects \$37,587.92, SL – Lighting \$157.32 SS – Sewer \$157.24 and Distribution of checks: Joint Checking #4692-4728.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Mattison and Wexler

NAYES: None

ABSENT: Councilpersons D’Amuro

**RESOLUTION #200**  
**MOTION TO ADJOURN**

Introduced by Councilperson Mattison

Seconded by Councilperson Culhane

Motion to adjourn at 6:30pm.

**VOTE OF THE BOARD**

AYES: Supervisor Liotta, Councilpersons Culhane, Mattison and Wexler

NAYES: None

ABSENT: Councilpersons D’Amuro

Respectfully submitted,

*Susan Henshaw*

Town Clerk

Approved 8-13-2024