

**This Clarkson Town Board Meeting agenda is in development and as such is not to be construed as complete at the time of its posting.**

**TOWN BOARD AGENDA  
November 12, 2024  
6:00 P.M.**

**PLEDGE OF ALLEGIANCE-MOMENT OF SILENCE**

**HISTORICAL MOMENTS**

**OPEN FORUM**

**PUBLIC HEARING**

- 1. Adopt the 2025 Preliminary Budget for Town of Clarkson

**OLD BUSINESS**

- 2. Resolution – for the WIBA#1 Temporary Structure

**NEW BUSINESS**

- 3. Resolution - Monroe County ARPA Subaward Grant Agreement, \$75,575.38.
- 4. Resolution - Support & Authorization for the Town of Clarkson 2024 NYS Canal System Tourism Infrastructure Application
- 5. Resolution - authorize MRB Group to manage NYS Canal System Tourism Infrastructure Grant (50/50), not to exceed \$7,000
- 6. Resolution – authorize MRB Group to manage Solid Waste Infrastructure for Recycling (SWIFR) Grant, not to exceed \$7,000
- 7. Resolution – WIBA #1 Approve Contractor’s Payment Requisition Payment No. 1 \$693,020.96
- 8. Resolution - to approve the Supervisor’s October Financial Report

**REPORTS**

- Supervisor
- Town Board
- Town Clerk
- Building Inspector
- Attorney
- Highway Superintendent

**MINUTES**

- 10/22/2024

**AUDIT**

- \$262,787.07

**EXECUTIVE SESSION**

**MOTION TO ADJOURN**

**1. RESOLUTION #273**  
**ADOPTING THE TOWN OF CLARKSON 2025 PRELIMINARY BUDGET**  
**AS THE FINAL BUDGET**

Introduced by Councilperson  
Seconded by Councilperson

**WHEREAS**, the Town Board of the Town of Clarkson has met and considered the preliminary budget for the fiscal year beginning January 1, 2025, and conducted a public hearing thereon on November 12, 2024, as required by Town Law, Section 108; and

**NOW, THEREFORE BE IT RESOLVED:**

Section 1. That the preliminary budget as changed, altered, and revised and as hereinafter set forth is hereby adopted as the final budget of the Town of Clarkson for the fiscal year beginning January 1, 2025, and the same shall be entered in the Minutes of the Town Board.

**VOTE OF THE BOARD**

Ayes: Councilpersons:

Nays: Council persons:

**2. RESOLUTION #274**  
**WATER IMPROVEMENT BENEFIT AREA NO. 1 (WIBA #1)**  
**Temporary Structure - Saving Money on Public Water Connections**

Introduced by Councilperson  
Seconded by Councilperson

**WHEREAS**, after significant effort, the Town of Clarkson is moving forward with the construction of the Water Improvement Benefit Area No. 1 (“WIBA No. 1”); and

**WHEREAS**, the new waterlines will provide safe, clean, and drinkable public water for the residents within the WIBA No. 1 area; and

**WHEREAS**, in order to enjoy the benefits of public water, the residents must pay a fee to the Monroe County Water Authority (“MCWA”) to install water service; and

**WHEREAS**, during the course of waterline construction, the MCWA allows installation of a water service at a significant discount to property owners of developed parcels, but not vacant parcels; and

**WHEREAS**, the MCWA is willing to extend this discount to vacant properties that have approved building plans in place, even if it is only a temporary structure or similar accessory structure; and

**WHEREAS**, the Clarkson Town Code generally does not permit accessory structures on otherwise vacant parcels; and

**WHEREAS**, in light of the significant discount being offered to Town property owners, the Town is willing to offer temporary relief from this regulation; and

**WHEREAS**, the Town is willing to authorize the issuance of building permits of certain temporary structures located on vacant lots within the WIBA No. 1 area to facilitate access to the MCWA’s discount for an advanced service tap.

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

Section 1. That the Town Board of the Town of Clarkson authorizes the Building Inspector to

issue temporary building permits and zoning permits for the location of certain temporary structures on vacant parcels within the Water Improvement Benefit Area No. 1 ("WIBA No. 1"), subject to the following conditions:

- 1) No more than one temporary structure is approved for construction on each vacant parcel and only within the Water Improvement Benefit Area No. 1 ("WIBA No. 1")
- 2) The maximum size of the temporary structure shall be 10 feet in width, 14 feet in length, and 12 feet in height.
- 3) Complete and compliant applications will not be accepted after March 31, 2025.
- 4) All permits are good for 90 days from the date of issuance. On or before the expiration of 90 days, the temporary structure must be removed from the parcel.
- 5) There shall be no fee for this permit.

**VOTE OF THE BOARD**

Ayes: Councilpersons:

Nays: Council persons:

**3. RESOLUTION #275**

**Monroe County's Municipal Senior/Youth Congregate Programming Grant**

Introduced by Councilperson

Seconded by Councilperson

**WHEREAS**, the County of Monroe has obtained funding under the American Rescue Plan Act of 2021 ("ARPA") which it wishes to make available to local governments; and

**WHEREAS**, the Town Board of the Town of Clarkson is making application to the County of Monroe for an ARPA grant in an amount not to exceed \$75,575.38 to fund Senior/Youth Congregate Programming; and

**WHEREAS**, in pursuit of this grant funding, the Town Board wishes to enter into an ARPA Subaward Grant Agreement with the County of Monroe.

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

Section 1. That the Town Board of the Town of Clarkson agrees to enter into the "ARPA Subaward Grant Agreement" with the County of Monroe in furtherance of obtaining an ARPA grant in an amount not to exceed \$75,575.38 to fund Senior/Youth Congregate Programming in the Town of Clarkson.

Section 2. That the Town Board authorizes the Supervisor to sign the "ARPA Subaward Grant Agreement" with the County of Monroe.

**VOTE OF THE BOARD**

Ayes: Councilpersons:

Nays: Council persons:

**4. RESOLUTION #276**

**SANS SOUCI PARK IMPROVEMENT PROJECT**

**Motion of Support & Authorization for the Town of Clarkson 2024 NYS Canal System Tourism Infrastructure Application**

Introduced by Councilperson

Seconded by Councilperson

**WHEREAS**, the Town of Clarkson, Monroe County, supports the submission of the 2024 NYS Canal System Tourism Infrastructure Grant application on behalf of the Town for the funding of capital improvements to Sans Souci Park; and

**WHEREAS**, the New York State Canal Corporation invites eligible applicants to apply for funding opportunities through the NYS Canal System Tourism Infrastructure Grant to enhance recreational amenities and tourism along the NYS Canal System;

**WHEREAS**, the Town's planning documents recognize its recreational assets are important; and

**WHEREAS**, the Town strives to provide accessible green space and enjoyable programs in all seasons for the community and provide opportunities for relaxation, experiential learning inside and outside, and socialization to enhance personal growth and well-being for all individuals; and continuously improve the quality and safety of our facilities and services; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Board on behalf of the Town of Clarkson, New York, authorizes the Town Supervisor to submit a NYS Canal System Tourism Infrastructure Grant application for a grant regarding the Town-owned Sans Souci Park and authorizes that the Supervisor be considered the authorized representative for the project, able to execute all necessary documents relative to this project; and

**BE IT FURTHER RESOLVED**, the Town Board does hereby authorize and obligates matching funds over and above 50% of the grant award that will be hereby appropriated from the General Fund Budget line; and

**BE IT FURTHER RESOLVED**, that the Town of Clarkson recognizes and fully supports the submission of this 2024 NYS Canal System Tourism Infrastructure Grant submission for capital improvements to Sans Souci Park.

**VOTE OF THE BOARD**

Ayes: Councilpersons:

Nayes: Council persons:

**5. RESOLUTION #277**

**NYS Canal Tourism Grant for Sans Souci Park**  
**Retain MRB Group for Grant Application Services**

Introduced by Councilperson

Seconded by Councilperson

**WHEREAS**, the Town Board of the Town of Clarkson is making application to the State of New York for a 2024 NYS Canal System Tourism Infrastructure Grant to fund improvements at Sans Souci Park; and

**WHEREAS**, the Town Board wishes to retain the services of MRB Group to prepare the grant application and materials related thereto.

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

Section 1. That the Town Board of the Town of Clarkson shall retain the services of MRB Group for the preparation of the grant application and related materials for the Sans Souci Park– 2024 NYS Canal System Tourism Infrastructure Grant Application, in an amount not to exceed \$7,000.00.

Section 2. That the Town Board authorizes the Supervisor to sign the letter of engagement with MRB Group to provide such services.

**VOTE OF THE BOARD**

Ayes: Councilpersons:  
Nayes: Council persons:

**6. RESOLUTION #278**  
**Solid Waste Infrastructure for Recycling (SWIFR) Grant**  
**Town of Clarkson Transfer Station**  
**Retain MRB Group for Grant Application Services**

Introduced by Councilperson  
Seconded by Councilperson

**WHEREAS**, the Town Board of the Town of Clarkson is making application to the 2024 Solid Waste Infrastructure for Recycling (SWIFR) grant program through the Environmental Protection Agency (EPA) to fund improvements at the Town of Clarkson Transfer Station; and

**WHEREAS**, the Town is in need of improvements to the staging area at the Transfer Station to make the site ADA accessible and more efficient for residents; and

**WHEREAS**, the Town currently rents roll-off containers and would like to purchase their own containers for Town use; and

**WHEREAS**, the truck that the Town currently uses to drop off recycling at the EcoPark is well beyond its useful life and needs to be replaced; and

**WHEREAS**, the Town Board wishes to retain the services of MRB Group to prepare the grant application and materials related thereto.

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

Section 1. That the Town Board of the Town of Clarkson shall retain the services of MRB Group for the preparation of the grant application and related materials for the Town of Clarkson Transfer Station-- 2024 Solid Waste Infrastructure for Recycling (SWIFR) grant program through the EPA, in an amount not to exceed \$7,000.00.

Section 2. That the Town Board authorizes the Supervisor to sign the letter of engagement with MRB Group to provide such services.

**VOTE OF THE BOARD**

Ayes: Councilpersons:  
Nayes: Councilpersons:

**7. RESOLUTION #279**

**AUTHORIZING PAYMENT TO PILON CONSTRUCTION CO., INC.**  
**TOWN OF CLARKSON WATER IMPROVEMENT BENEFIT AREA NO. 1**

Introduced by Councilperson

Seconded by Councilperson

**WHEREAS**, on August 27, 2024, the Town of Clarkson entered into a contract with Pilon Construction Company, Inc. (hereinafter “Pilon”) for the construction of the Town of Clarkson Water Improvement Benefit Area No. 1; and

**WHEREAS**, the contract provides for progress payments to Pilon during the construction; and

**WHEREAS**, the funds for the construction of the Town of Clarkson Water Improvement Benefit Area No. 1 are being provided by a bond in the amount of \$4,700,000.00 and a grant from USDA Rural Development in the amount of \$2,944,000.00; and

**WHEREAS**, in anticipation of the permanent bond in the amount of \$4,700,000.00 from USDA Rural Development, the Town has recently sold \$4,700,000.00 in Bond Anticipation Notes to Greene County Commercial Bank with the proceeds due to be paid to the Town on November 14, 2024; and.

**WHEREAS**, Pilon has requested a progress payment in the amount of \$693,020.96; and

**WHEREAS**, MRB Group, the Town’s Engineer for this project has reviewed the request and recommended payment in the amount of \$693,020.96; and

**WHEREAS**, Richard J. Olson, the Town’s Attorney for this project, has reviewed the request with respect to the legal requirements and has found no impediments to payment except the actual receipt of the Bond Anticipation Note proceeds; and

**WHEREAS**, after reviewing the request and the Engineer’s recommendation this Board has determined that the request by Pilon for a partial payment in the amount of \$693,020.96 should be approved;

**THEREFORE, Now, BE IT RESOLVED**, that the Town Board authorizes the payment of \$693,020.96 to Pilon Construction Co., Inc.; and be it

**FURTHER RESOLVED**, that such payment shall be made from the proceeds of the Bond Anticipation Notes which were sold to Greene County Commercial Bank: and be it

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

**VOTE OF THE BOARD**

Ayes: Councilpersons:

Nays: Councilpersons:

**8. RESOLUTION #280**

**ACKNOWLEDGE RECEIPT OF SUPERVISOR’S OCTOBER FINANCIAL REPORT**

Introduced by Councilperson

Seconded by Councilperson

Acknowledge receipt of Supervisor’s October Financial Report.

**VOTE OF THE BOARD**

Ayes: Councilpersons:

Nays: Council persons: