

TOWN OF CLARKSON
TOWN BOARD MEETING
November 12, 2024

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, November 12, 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

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 MOMENT

Leanna Hale wished to thank all who attended the Inaugural Triangle Tract meeting held at the Whitehall Mansion on October 13. It was very well attended. The society consists of 5 towns including Clarkson, Hamlin, Sweden, Bergen and LeRoy. Leanna explained the concern of potentially losing communication regarding these historical societies via the newspaper. Leanna passed around an 1829 map of Monroe County, displaying Clarkson stretching all the way to Lake Ontario, as Hamlin was not formed yet. She advised that all information can be found on their Facebook page-Triangle Tract Society. Leanna mentioned upcoming events in each town, such as the Clarkson Historical Society has a talk on Milo Starks, the Civil War soldier, on December 3. The Morgan Manning House will have Candlelight Christmas December 6 and Hamlin North Star History Center has their Open House November 24. LeRoy has the LeRoy Fest December 7th and on December 31 will be the First Night Celebration. The society plans to meet twice a year with the next meeting to be held in June at the cemetery in LeRoy. / Cursive writing contest information will be available in December.

OPEN FORUM

Martha Clasquin, 34 Sherwood Drive, would like to thank Robert Viscardi, Highway Superintendent and his crew for planting the oak tree at Kimball Park, in dedication to longtime resident Lorna Stinebiser. Lorna was the treasurer of The Clarkson Democratic Committee. Martha gave special thanks to Supervisor Liotta as she learned Ursula had been a mentor and guide for Lorna as she became the Clarkson Elections Coordinator. / Martha mentions her appreciation for this small town community and discusses the challenges we face, specifically food scarcity. She wished to thank Town Clerk Susan Henshaw for organizing Clarkson's Holiday Food Drive. The food donated is shared widespread to families in need, through-out Brockport, Clarkson and Hamlin. / Martha expressed concerns regarding the removal of snow on the sidewalks and crosswalks within Wellington Woods. Superintendent Viscardi stated that is a private owner, therefore the highway department does not tend to that location. / Martha expressed her sincere thanks for all the work town employees do on a day to day basis.

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Joe Wielgosz, 10 Tearose Meadow Lane, expressed concern to Superintendent Viscardi, regarding the transition of sidewalk in front of his home. He mentioned stones were found in his lawn and left behind on the sidewalk. He stated the final product is unsafe. He was deeply upset that he had not heard back from highway in a timely fashion. He passed around some pictures of the sidewalk in front of his home, and a similar sidewalk in the Village of Brockport, in comparison. Superintendent Viscardi mentioned he had stopped by his residence after the phone call days later, but no one was home. He apologized for the stones that remained onsite. He felt the adjustment to the sidewalk is much better. He advised they have a grinder on the machine that is used for this particular job. He mentioned he will revisit the area and do the best possible to smooth out the sidewalk to a safer transition. Superintendent Viscardi once again apologized to Mr. Wielgosz. Supervisor Liotta advised that we try to respond to resident concerns timely and she apologizes as well for lack of contact. However, a residents follow up phone call should be placed if concerns are not met.

PUBLIC HEARING

2025 Budget – Supervisor Liotta read the legal notice aloud. She thanked the Town Board for their work on the budget process. Notably that they are under budget by over \$12,000 and under the tax cap.

RESOLUTION#273

MOTION TO CLOSE PUBLIC HEARING ON 2025 BUDGET FOR TOWN OF CLARKSON

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

Motion to close the public hearing on the 2025 Budget for Town of Clarkson.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons Culhane, D'Amuro, Mattison and Wexler

NAYES: None

RESOLUTION #274

ADOPTING THE TOWN OF CLARKSON 2025 PRELIMINARY BUDGET AS THE FINAL BUDGET

Introduced by Councilperson Wexler

Seconded by Councilperson Culhane

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.

Motion to close the public hearing on the 2025 Budget for Town of Clarkson.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons Culhane, D'Amuro, Mattison and Wexler

NAYES: None

OLD BUSINESS

WIBA#1 – Supervisor Liotta briefly mentioned the MCWA sign-up sessions regarding advance tap connection. She then read the resolution.

2024-11-12

RESOLUTION #275

WATER IMPROVEMENT BENEFIT AREA NO. 1 (WIBA #1)

Temporary Structure - Saving Money on Public Water Connections

Introduced by Councilperson D'Amuro

Seconded by Councilperson Mattison

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: Supervisor Liotta, Councilpersons Culhane, D'Amuro, Mattison and Wexler

NAYES: None

NEW BUSINESS

ARPA Funds – Supervisor Liotta mentioned there is \$400,000 of ARPA funds the county has available to split up among each town. Clarkson will be receiving \$75,575.38 to be used by the end of 2026. The funds must be used to benefit seniors and or youth. The agreement must be signed for the process to move forward.

RESOLUTION #276

Motion to Authorize Supervisor's Signature of Agreement of

Monroe County's Municipal Senior/Youth Congregate Programming Grant

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

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

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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: Supervisor Liotta, Councilpersons Culhane, D’Amuro, Mattison and Wexler

NAYES: None

Sans Souci Park – Supervisor Liotta is required to sign this application for MRB Group to move forward in the application process. This is a matching funds grant of 50% and above of the grant awarded.

RESOLUTION #277

SANS SOUCI PARK IMPROVEMENT PROJECT

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

Introduced by Councilperson Culhane

Seconded by Councilperson Wexler

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: Supervisor Liotta, Councilpersons Culhane, D’Amuro, Mattison and Wexler

NAYES: None

RESOLUTION #278

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

Introduced by Councilperson D’Amuro

Seconded by Councilperson Mattison

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

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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: Supervisor Liotta, Councilpersons Culhane, D’Amuro, Mattison and Wexler

NAYES: None

SWIFR Grant – Laurie Fox from MRB Group brought to Supervisor Liotta’s attention, this federal grant that is made available to us. This is not a matching grant. Discussion ensued regarding spending possibilities if awarded. Supervisor Liotta read the resolution aloud.

RESOLUTION #279

Solid Waste Infrastructure for Recycling (SWIFR) Grant

Town of Clarkson Transfer Station

Retain MRB Group for Grant Application Services

Introduced by Councilperson Mattison

Seconded by Councilperson D’Amuro

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: Supervisor Liotta, Councilpersons Culhane, D’Amuro, Mattison and Wexler

NAYES: None

WIBA#1 - Supervisor Liotta mentioned there have been 2 meetings to date with the contractors for the project, Pilon Construction, Inc. They advised that in a few areas of the town, they are hitting shale approximately 3 feet down. The project seems to be moving along and it is time for the town to make a payment. The finance company Green County Commercial Bank was found to offer the lowest interest rate. All necessary required documents for closing have been signed for the payment process to continue. Bond funds will be utilized first, then the balance will be paid through a grant from USDA Rural Development.

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RESOLUTION #280
AUTHORIZING PAYMENT TO PILON CONSTRUCTION CO., INC. of
\$693,020.96. TOWN OF CLARKSON WATER IMPROVEMENT BENEFIT
AREA NO. 1

Introduced by Councilperson Wexler

Seconded by Councilperson Culhane

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: Supervisor Liotta, Councilpersons Culhane, D’Amuro, Mattison and Wexler

NAYES: None

RESOLUTION #281
ACKNOWLEDGE RECEIPT OF SUPERVISOR’S OCTOBER FINANCIAL
REPORT

Introduced by Councilperson D’Amuro

Seconded by Councilperson Mattison

Acknowledge receipt of Supervisor’s October Financial Report.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons Culhane, D’Amuro, Mattison and Wexler

NAYES: None

Supervisors Report

MRB Group Projects – Supervisor Liotta discussed a recent meeting which included herself, Superintendent Viscardi, Tammy Blanchard and Supervisor Liotta where they met with Engineer Scott Mattison to discuss all the different projects that are going on within the town. Those include:

-**ARPA** - funds need to be spent between by 12/31/24. Highway will be working on using those funds for road work.

-**WIBA#1**

-**Hafner Park Concept Plan** - meeting soon to put on a map and have a visual.

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-Sans Souci Park Recycling Grant

-SWIFR Grant – Recycling at the Transfer Station.

-Monroe County East Avenue Sidewalk Grant

-T-Mobile Grant for Disc Golf - (Multi-golf) at Kimball Park

-Town Hall - bathroom project to make them ADA compliant.

Health Insurance - Dan Botsford from Trinity Benefits met with retirees last week, as well as current employees, to discuss the new 2025 health care program and options available.

WIBA – Session #2 - will be tomorrow evening at Justice Court, with the Session #3 meeting next Wednesday, November 21.

Town Board Reports

Historic Preservation Commission - Councilperson D'Amuro advised the first Historic Commission Report, which is required annually, will be submitted to the state by November 15. He wishes to thank the commission for their work, as well as to member Al Hoy for preparing the report.

Zoning Code - Councilperson Culhane and Building Inspector, Kevin Moore advised of the meeting Wednesday, November 13 to discuss the draft code. Plans to present the code to the Town Board shortly after.

Multi-Golf - Councilperson D'Amuro discussed 9 holes vs 18 holes, tournaments and grant funding. We have until January 30 to decide. Supervisor Liotta does not know why we were not considered for the grant. Discussion ensued with additional grant possibilities.

Town Clerk - Susan Henshaw mentioned the clerk's office will start selling Transfer Station permits November 18. After input from Councilperson Mattison, she advised they will continue to only allow prorating costs for new residents. / She mentioned the election and her conversation with Election Coordinator, Carol McNeese and the minor issues they faced early on in the day. All kinks were worked out and the day progressed smoothly. / Clarkson's Holiday Food Drive started today and will run through December 13. Food will be distributed between the Brockport Food Shelf and Life Solutions of Hamlin. / The Children's Umpteenth Annual Holiday Party is set for Saturday, December 7 from 1:00p – 3:00p at the Whitehall Mansion.

Highway - Superintendent Viscardi mentioned they completed the Irondequoit summer road work. / Brush pick up has also been completed after 2 rounds. Leaf pick-up will continue Mondays and Tuesdays through November. A reminder that the brush trailer is still available through the year. / Highway Department has begun transitioning their plow equipment for the winter. There is a snow meeting next week. Winter schedule is set to start the first week of December.

RESOLUTION #282

MOTION TO APPROVE 10-22-2024 MEETING MINUTES

Introduced by Councilperson Culhane

Seconded by Councilperson Wexler

Motion to approve 10-22-2024 Meeting Minutes.

VOTE OF THE BOARD

Ayes: Supervisor Liotta, Councilpersons Culhane, D'Amuro, Mattison and Wexler

Nays: None

2024-11-12

RESOLUTION #283
AUDIT 11-12-2024

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

To authorize payment of audit 11-12-2024 totaling \$262,787.07, AA General \$17,628.41, BB General- Outside Village \$44,985.50, DA Highway – Town Wide \$174,287.96, DB Highway-Outside Village \$1,458.19, HH- Capital Projects \$11,676.75, SL – Lighting \$4,030.61, SS-Sewer \$61.38, SW – Special District Water \$8,658.27 and Distribution of checks: Joint Checking #4942-4995.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilperson D' Amuro, Culhane, Mattison and Wexler

NAYS: None

RESOLUTION #284
MOTION TO ENTER INTO EXECUTIVE SESSION

Introduced by Councilperson Wexler

Seconded by Councilperson Culhane

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 7:00 PM.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons Culhane, D'Amuro, Mattison and Wexler

NAYES: None

RESOLUTION #285
MOTION TO EXIT OUT OF EXECUTIVE SESSION

Introduced by Councilperson D'Amuro

Seconded by Councilperson Mattison

Motion to exit out of Executive Session at 7:58pm.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons Culhane, D'Amuro, Mattison and Wexler

NAYES: None

RESOLUTION #286
MOTION TO ADJOURN

Introduced by Councilperson D'Amuro

Seconded by Councilperson Culhane

Motion to adjourn at 7:59pm.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons Culhane, D'Amuro, Mattison and Wexler

NAYES: None

Respectfully submitted,

Susan Henshaw
Town Clerk