

TOWN OF CLARKSON  
TOWN BOARD MEETING  
November 26, 2024

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, November 26, 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

Deputy Supervisor Culhane opened the meeting. He led everyone to 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.

**OLD BUSINESS**

**RESOLUTION #287**  
**East Avenue Sidewalk**  
**Monroe County Municipal Sidewalk Grant Application**  
**SEQR Resolution–Unlisted– Coordinated Review**  
**Determination of Significance**

Introduced by Councilperson D’Amuro

Seconded by Councilperson Mattison

**WHEREAS**, the Town Board of the Town of Clarkson (hereinafter referred to as “Town Board”) is making application to the County of Monroe for a Municipal Sidewalk grant in furtherance of the East Avenue Sidewalk project (hereinafter referred to as “Action”); and **WHEREAS**, the Town Board at their October 22, 2024 meeting, under the State Environmental Quality Review Act (SEQR), and under terms and conditions of the grant application, classified the Action as being an Unlisted Action and declared its intent to be lead agency; and

**WHEREAS**, the Town Clerk on behalf of the Town Board, prepared the lead agency materials and forwarded to all identified Involved and Interested Agencies beginning the Coordinated Review; and

**WHEREAS**, the Town Board has not received any written objections from the involved agencies to the Board being designated as the lead agency under the SEQR Regulations.

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

**SECTION 1.** That the Town Board:

1. Designates itself as the Lead Agency for the purposes of completing the environmental review for the proposed Action; and
2. Has completed a review of the Short Environmental Assessment Form (EAF) Parts 2 and 3; and
3. Has determined that the proposed Action WILL NOT result in any significant adverse environmental impacts; and

**SECTION 2.** That the Town Board:

1. Instructs the Town Supervisor to sign and date Part 3 of the Short EAF; and
2. To identify on the Short EAF Part 3 that the proposed Action will not result in any significant adverse impacts; and
3. To provide a copy of the signed Short EAF Parts 2 & 3 to the Town Engineer (MRB Group)

**2024-11-26**

**VOTE OF THE BOARD**

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

NAYES: None

ABSENT: Supervisor Liotta

**NEW BUSINESS**

**RESOLUTION #288**

**MOTION TO SCHEDULE ORGANIZATIONAL MEETING**

Introduced by Councilperson Mattison

Seconded by Councilperson Wexler

Motion to schedule Organizational meeting for January 7, 2025.

**VOTE OF THE BOARD**

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

NAYES: None

ABSENT: Supervisor Liotta

**Transfer Station** – Superintendent Viscardi mentioned John Alexander who was hired as support for the transfer station staff.

**RESOLUTION #289**

**TO APPOINT JOHN ALEXANDER AS A TRANSFER STATION ATTENDANT**

Introduced by Councilperson Wexler

Seconded by Councilperson D'Amuro

Motion to appoint John Alexander as a Transfer Station attendant at a base pay rate for Landfill Operator at \$15.53 per/hr. Effective November 2, 2024.

**VOTE OF THE BOARD**

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

NAYES: None

ABSENT: Supervisor Liotta

**Supervisor Reports**

**WIBA#1** – Deputy Supervisor Culhane noted there was a construction update meeting that morning. MCWA held two more resident sign-up sessions and stated that construction is going well and is currently on schedule. Superintendent Viscardi stated that Pilon Construction will be placing a sign on Drake Road that advises work in the area. The sign is movable so it will be placed wherever the current work site is located.

**NYS Canal Grant** – The application was sent out on November 14<sup>th</sup> along with letters of support from President of SUNY Brockport, Heidi Macpherson; Monroe County Executive, Adam Bello; County Legislator, Jackie Smith and Supervisor for the Town of Murray, Gerald Rightmyer. Deputy Culhane stated a decision is expected in January.

**The Pirate Toy Fund** – A collection box for toys has been placed at the Town Hall, along with many locations around the county, in support of the Toy Drive.

**Town Board Reports**

**Historic Preservation Commission** - Councilperson D'Amuro stated that the Historic Preservation Commission has submitted their annual report to the State Historic Preservation Office. Clarkson will be featured in their post of local governments and states. They have requested several pictures of our district. He wishes to thank the Town Clerk, Susan Henshaw for providing pictures of the Town Hall and surrounding historic homes, as well as preparing a binder for the annual report. The binder will be placed on the counter at the Town Hall for public viewing. Councilperson D'Amuro stated he is happy for a successful first year for the commission and he is looking forward to the future.

**2024-11-26**

**Town Clerk** – Susan Henshaw briefly mentioned she met Mike Slattery, Vice President, Pirate Toy Fund, who dropped off the box for the toy collection earlier today. This box will remain until December 23. /\* The Holiday Food Drive is going fantastic, and we will continue collection until December 13. Keep those donations coming in whatever form possible.

**Building Inspector** - Kevin Moore is excused, however he provided a December report that was read by Deputy Supervisor John Culhane. He mentioned the Stormwater permit that took effect in January has been a major focus for his department. It requires new and updated mapping, public education participation, discharge detection and elimination, along with enforcement response. Currently new or post-dated construction procedures are being introduced. There are 6 Minimum Control Measures with 1-3 complete, 4 & 5 in progress and Measure 6 is currently being completed and maintained by the Highway Department. On December 11, Kevin will meet with the DEC for follow up on the program.

**Highway** - Superintendent Viscardi just wanted to remind everyone to drive safely this holiday weekend, as we expect our first snowfall. Drive safely and have a Happy Thanksgiving.

**RESOLUTION #290**

**MOTION TO APPROVE 11-12-2024 MEETING MINUTES**

Introduced by Councilperson D'Amuro

Seconded by Councilperson Mattison

Motion to approve 11-12-2024 meeting minutes.

**VOTE OF THE BOARD**

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

NAYES: None

ABSENT: Supervisor Liotta

**RESOLUTION #291**

**AUDIT 11-26-2024**

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

To authorize payment of audit 11-26-2024 totaling \$763,300.72, AA General \$15,745.51, BB General- Outside Village \$10,636.46, DA Highway – Town Wide \$27,091.03, DB Highway-Outside Village \$12,186.75, HH- Capital Projects \$697,364.75, SL – Lighting \$249.93, SS-Sewer \$26.29 and Distribution of checks: Joint Checking #4998-5034.

**VOTE OF THE BOARD**

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

NAYES: None

ABSENT: Supervisor Liotta

**RESOLUTION #292**

**MOTION TO ADJOURN**

Introduced by Councilperson D'Amuro

Seconded by Councilperson Mattison

Motion to adjourn at 6:14pm.

**VOTE OF THE BOARD**

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

NAYES: None

ABSENT: Supervisor Liotta

Respectfully submitted,

*Susan Henshaw*

Town Clerk

Approved 2024-12-10