

TOWN OF CLARKSON
TOWN BOARD MEETING
February 25, 2025

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, February 25, 2025, 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
Tammy Baker	Assessor

**excused

Supervisor Liotta opened the meeting. She 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.

OPEN FORUM

Martha Clasquin, 34 Sherwood Dr, wanted to thank the board for the committed time and their dedication to the town. She mentions that she realizes we live in different political worlds and that she enjoys coming to the board meetings to know what is going on and to offer her assistance any way she can. That no matter our political affiliation, to be as informed as possible and listen to other news than we are accustomed to. That it is important that we all become informed. She thanked the board for their consideration.

OLD BUSINESS

WIBA#1 – a Letter of Conditions has been issued from the USDA to the Town, regarding the funding for the water project. The Town has over-expended the \$8,000 miscellaneous administrative amount by \$959.39 and expects to incur additional costs. Therefore, an additional \$2,000 is asked to be moved from Project Contingency to cover these expenses.

RESOLUTION #92

AUTHORIZE SUPERVISOR TO SIGN MISCELLANEOUS ADMINISTRATIVE EXPENSES FOR THE WIBA#1 PROJECT

Introduced by Councilperson D'Amuro

Seconded by Councilperson Mattison

WHEREAS, the Town of Clarkson Town Board (hereinafter referred to as Town Board) is installing water main for the Water Improvement Area No. 1; and

WHEREAS, the Town received funding from the USDA in the form of grant and loan. The USDA has issued a Letter of Conditions for the Town of Clarkson; and

WHEREAS, the miscellaneous administrative expenses amount was initially projected to be \$8,000; however, the Town has over-expended this amount by \$959.39 and expects to incur additional costs for miscellaneous administrative expenses; and

WHEREAS, the Town currently has \$482,430.00 remaining in contingency for the Water Improvement Benefit Area No. 1 project; and

2025-2-25

NOW, THEREFORE, BE IT RESOLVED that the Town Board accepts and approves the additional \$2,000.00 in miscellaneous administrative expenses to be moved from Project Contingency and to cover the additional miscellaneous administrative expenses. The total project costs will not change.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D’Amuro and Mattison

NAYS: none

ABSENT: Councilpersons Culhane and Wexler

Stormwater – Town attorney Keith O’Toole mentioned that the government has created Phase 2 Stormwater regulations, regarding Stormwater Pollution Prevention. It is designed to collect and clean stormwater. Laws were created and regulated through the DEC, Department of Environmental Conservation, and all towns are expected to adopt a set of laws that mirrors the DEC.

RESOLUTION # 93
SCHEDULE PUBLIC HEARING FOR PROPOSED LOCAL LAW:
INTRODUCTORY LOCAL LAW #1 of 2025
TOWN OF CLARKSON

A Local Law for Construction, Stormwater Pollution Prevention
and Erosion and Sediment Control

Introduced by Councilperson Mattison

Seconded by Councilperson D’Amuro

WHEREAS, the Town Board has before it proposed Introductory Local Law 1 of 2025 which would amend the existing regulations relating to Construction, Stormwater Pollution Prevention and Erosion and Sediment Control within the Town of Clarkson. By way of example, these regulations include: requiring stormwater erosion and sediment controls and pollution prevention plans on construction projects and provides for a permitting process.

WHEREAS, in order to adopt said Local Law, the Town Board of the Town of Clarkson is required to hold and conduct a public hearing thereon;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. That the Town Board of the Town of Clarkson shall hold and conduct a Public Hearing on the 11th day of March, 2025, at 6:00 p.m. at the Town Hall, 3710 Lake Road, Town of Clarkson, New York, 14430 to consider the changes which are contained on the attached Local Law; at which Public Hearing all interested persons will be heard concerning the subject matter thereof.

SECTION 2. That the Town Clerk shall cause due notice of such public hearing to be published as required by law.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D’Amuro and Mattison

NAYS: none

ABSENT: Councilpersons Culhane and Wexler

RESOLUTION #94
SCHEDULE PUBLIC HEARING FOR PROPOSED LOCAL LAW:
INTRODUCTORY LOCAL LAW #2 of 2025
TOWN OF CLARKSON

A Local Law for Design and Management of Post-Construction Stormwater Pollution
Prevention Measures

Introduced by Councilperson D’Amuro

Seconded by Councilperson Mattison

2025-2-25

WHEREAS, the Town Board has before it proposed Introductory Local Law 2 of 2025 which would amend the existing regulations relating to Design and Management of Post-Construction Stormwater Pollution within the Town of Clarkson. By way of example, these regulations include inspection and maintenance of stormwater pollution prevention facilities after their construction.

WHEREAS, in order to adopt said Local Law, the Town Board of the Town of Clarkson is required to hold and conduct a public hearing thereon;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. That the Town Board of the Town of Clarkson shall hold and conduct a Public Hearing on the 11th day of March, 2025, at 6:00 p.m. at the Town Hall, 3710 Lake Road, Town of Clarkson, New York, 14430 to consider the changes which are contained on the attached Local Law; at which Public Hearing all interested persons will be heard concerning the subject matter thereof.

SECTION 2. That the Town Clerk shall cause due notice of such public hearing to be published as required by law.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D'Amuro and Mattison

NAYES: None

ABSENT: Councilpersons Culhane and Wexler

RESOLUTION #95
SCHEDULE PUBLIC HEARING FOR PROPOSED LOCAL LAW:
INTRODUCTORY LOCAL LAW #3 of 2025
TOWN OF CLARKSON

A Local Law to ensure the health, safety and general welfare of citizens and protect and enhance the water quality of watercourses and water bodies in a manner pursuant to and consistent with the Federal Clean Water Act

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

WHEREAS, the Town Board has before it proposed Introductory Local Law 3 of 2025 which would adopt regulations relating to Prohibiting Illicit Discharges, Activities and Connections to Separate Storm Sewer Systems within the Town of Clarkson. By way of example, these regulations include: Reducing pollutants in stormwater discharges, prohibiting nonstormwater discharges to the storm drain system and prohibiting stormwater discharges to sanitary sewers within the Town of Clarkson.

WHEREAS, in order to adopt said Local Law, the Town Board of the Town of Clarkson is required to hold and conduct a public hearing thereon;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. That the Town Board of the Town of Clarkson shall hold and conduct a Public Hearing on the 11th day of March, 2025, at 6:00 p.m. at the Town Hall, 3710 Lake Road, Town of Clarkson, New York, 14430 to consider the changes which are contained on the attached Local Law; at which Public Hearing all interested persons will be heard concerning the subject matter thereof.

SECTION 2. That the Town Clerk shall cause due notice of such public hearing to be published as required by law.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D'Amuro and Mattison

NAYES: None

ABSENT: Councilpersons Culhane and Wexler

2025-2-25

LGSS – Local Government Support Services is the same accounting service we had in 2024. After review and approval from our town attorney, Supervisor Liotta requests authorization to sign this letter for their continued service through 2025.

RESOLUTION #96

Letter of Engagement– LGSS– Local Government Support Services – Accounting Services

Introduced by Councilperson D’Amuro
Seconded by Councilperson Mattison

WHEREAS, the Town is required to perform various bookkeeping and accounting functions during the course of its fiscal year; and

WHEREAS, the Town wishes to retain an accounting firm to assist in these functions.

BE IT RESOLVED AS FOLLOWS:

Section 1. That the Town Board of the Town of Clarkson authorizes the Supervisor to sign the Letter of Engagement with LGSS– Local Government Support Services to provide bookkeeping and accounting services for the year ending December 31, 2025.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D’Amuro and Mattison

NAYS: none

ABSENT: Councilpersons Culhane and Wexler

Town Audit –Supervisor Liotta advised that Allied Financial Services was hired to do the 2023 annual Town audit, and she now needs approval to sign the letter of receipt.

RESOLUTION # 97

TOWN OF CLARKSON

Acknowledging Receipt of the Town Audit

Introduced by Councilperson Mattison
Seconded by Councilperson D’Amuro

WHEREAS, the Town’s independent auditor has completed its audit of the Town’s financial statements for the year ended December 31, 2023; and

WHEREAS, the Town acknowledges receipt of said audit and the representations contained therein;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. That the Town Board accepts the audit of its financial statements for the year ending December 31, 2023 conducted by its independent auditor Allied CPA, PC and the representations contained therein.

SECTION 2. That the Town Board authorizes the Supervisor to execute the management representation letter requested by said independent auditor.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D’Amuro and Mattison

NAYS: none

ABSENT: Councilpersons Culhane and Wexler

Highway Department surplus equipment – Superintendent Viscardi discussed the 3 pieces that he will send to the internet auction. He advises the estimated values to be approximately \$1,000 for each of the pick-up trucks and \$25,000-\$30,000 for the excavator. The trucks will be replaced with a new one, set to arrive sometime this year.

2025-2-25

RESOLUTION #98
TO AUTHORIZE HIGHWAY DEPARTMENT TO SELL EQUIPMENT AT
TIETSWORTH AUCTION IN MARCH

Introduced by Councilperson D'Amuro

Seconded by Councilperson Mattison

Motion to authorize the Highway Department to sell equipment at the Tietsworth Auction in March. Those items listed for sale include:

2009 Ford F250 pickup

2012 Frd F150 pickup

2019 New Holland mini excavator

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D'Amuro and Mattison

NAYS: none

ABSENT: Councilpersons Culhane and Wexler

RESOLUTION #99
MOTION TO APPROVE MERIT INCREASE FOR PART-TIME JUSTICE
COURT CLERK CODY STEFFEN

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

Motion to approve merit increase for Justice Court Clerk Cody Steffen from step 12 @ \$25.14 per hour to step 14 @ \$25.90 per hour retroactively to February 16, 2025.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D'Amuro and Mattison

NAYS: none

ABSENT: Councilpersons Culhane and Wexler

Supervisors Report

EMS Providers – on February 13, Supervisor Liotta and Councilperson Culhane attended a meeting called by the Brockport Fire District to meet with representatives from the 3 municipalities; Clarkson, Sweden and the Village of Brockport, to let us know of its concerns regarding response time by our EMS providers. That they have been called to too many EMS calls as of late, while not being equipped to assist in many instances. The wait time for EMS to arrive has increased and the volunteer fire personnel are tired. The fire district is hoping that the municipalities can help resolve this issue. On February 24, Supervisor Liotta and Councilperson Mattison attended a meeting with Monroe Ambulance representatives and the Village of Brockport and Town of Sweden to understand their perspective of the situation. With so much illness at this time of year, from November to present, often ambulances are held up at the hospitals with patients because the hospitals are over-flowing and cannot take the patients. This ties them up and increases the response time for other EMS calls. It's a complicated trickle-down issue that affects the fire department, and ultimately our residents. The 3 municipalities will attempt to work on a solution with Monroe to alleviate some of the stress on the Brockport Fire Department volunteers.

Sidewalk Grant – Legislator Jackie Smith had advised us that Monroe County has offered us monies for a sidewalk grant. The grant is for 2100ft of sidewalk along East Avenue, Mission Hill Drive and Wedgewood Court. The project would be an agreement between the town and county. The total project cost would be \$446k. The county would then reimburse the town in the amount of \$223k. The town has done their part as to providing all the information they needed to move it through the Legislator. Jackie has let us know that it is going through the committee today and then to full County Legislature approval on March 11. We are just one step closer.

CHIPS – We have received a notice from Assemblyman Steve Hawley's office regarding a press conference that is scheduled on February 28, to discuss the CHIPS program that is

2025-2-25

proposed through the Governor's budget. All the surrounding towns and villages have been invited. It will be held at the Orleans County Highway Department garage. They will discuss the need for greater investment in local roads, bridges, and culverts. We will send a representative from our town to attend the meeting.

ARPA Funds – Monroe County has sent us directions to use the remaining ARPA funds of \$75,575.38 in our town. These funds are to be allocated for youth and senior use. It has been discussed among the town board and it was decided that a bathroom at Hafner Park would benefit all ages. MRB Group will be preparing a rough estimate along with a concept plan of Hafner Park. We will then present it to Monroe County.

MRB Group – On February 26, they will hold a meeting to discuss and complete the design at Hafner Park. We have looked at the maps and we do have some suggestions along with some changes. We will also discuss the \$75k grant that will be going towards the new bathroom at Hafner Park as well as a site plan for the new Town Hall.

Town Board Reports

Historic Preservation Commission - Councilman D'Amuro mentioned they applied for a NYS grant to redo the Cultural Resource Survey, last updated in 1987. We had a zoom call with a State Historical Representative on February 20, and the average grants range from \$5 - \$10k. The goal is to have a new survey of the town, to place on our website where you will be able to do a virtual walking tour, or a google map that will locate the property. The paperwork for the grant has been submitted, we passed round 1 and are now moving to round 2. This grant we are applying for is not a state grant, it's through the Preservation Society of NYS. It tends to be more user friendly. We are looking into designating the garage at the Red Cross barn located at the northeast corner of Sweden Walker and Ridge Roads. However, we need more documentation so we can pinpoint the correct address. Supervisor Liotta asked Tammy Baker, the Town Assessor, if she would have abstracts so we can see how far back history goes. Tammy mentioned there are no abstracts. She has old deeds but nothing before the 1900's. She also has record cards that can show you when the structure was built.

Town Clerk – Susan Henshaw mentioned that she has secured a date with the Board of Elections to come and demonstrate the new voting machines. This will take place on Thursday, April 10 at the Kimball Lodge from 4:30pm – 6:30pm. They will supply us with 3 voting machines along with 2-3 demonstrators to assist anyone that is interested in viewing the machines before the primaries in June. /* She also performed her first marriage ceremony of the year on Valentine's Day here at the Town Hall.

Highway – Superintendent Viscardi mentioned they have been working on renovating the Goodwin Lodge. The renovations include painting, new appliances, new ceiling and tearing down a wall to make a pass through. We have 1 month to complete the renovations / * We did make it through our salt rationing period but got down to 300 tons. We had to ration for a couple of days, as the weather allowed us to do so. We are still owed about 400-500 tons. Once the snow stops, the salt mines will catch up. This cannot happen in the future, as there are a lot of surrounding towns that are struggling. The Town of Parma was out for a week. The salt orders are to be delivered within 3 days from when you call. However, we did have the ability to get 500 tons of emergency salt through OGS (Office of General Services). The salt mines are responsible for the overage cost to us, and that is \$15,000. Will be interesting to see how they are going to rectify the situation.

2025-2-25

RESOLUTION #100
MOTION TO APPROVE 2-11-2025 MEETING MINUTES

Introduced by Councilperson D'Amuro
Seconded by Councilperson Mattison
Motion to approve 2-11-2025 meeting minutes.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D'Amuro and Mattison
NAYS: none
ABSENT: Councilpersons Culhane and Wexler

RESOLUTION #101
AUDIT 2-25-2025

Introduced by Councilperson Mattison
Seconded by Councilperson D'Amuro
To authorize payment of audit 2-25-2025 totaling \$666,056.23, AA - General \$30,546.18, BB – General - Outside Village \$3,107.09, DA - Highway – Town Wide \$54,902.99, DB Highway - Outside Village \$10,144.63, HH - Capital Projects \$53,092.29, SF - Fire \$513,414.09, SL - Lighting \$715.70, SL - Sewer \$133.26. Joint Checking # 5258-5289.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D'Amuro and Mattison
NAYS: none
ABSENT: Councilpersons Culhane and Wexler

RESOLUTION #102
MOTION TO ENTER INTO EXECUTIVE SESSION

Introduced by Councilperson Mattison
Seconded by Councilperson D'Amuro
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 6:35pm.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D'Amuro and Mattison
NAYES: None
ABSENT: Councilpersons Culhane and Wexler

RESOLUTION #103
MOTION TO EXIT OUT OF EXECUTIVE SESSION

Introduced by Councilperson Mattison
Seconded by Councilperson D'Amuro
Motion to exit out of Executive Session at 6:47pm.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D'Amuro and Mattison
NAYES: None
ABSENT: Councilpersons Culhane and Wexler

RESOLUTION #104
To authorize the Tax Certiorari Settlement with 170 West Avenue, LLC, for 170 West Avenue.

AS ACTED UPON DURING A DULY NOTICED OPEN MEETING OF THE TOWN BOARD OF THE TOWN OF CLARKSON, COUNTY OF MONROE, STATE OF NEW YORK, HELD AT THE CLARKSON TOWN HALL AT 3710 LAKE ROAD, CLARKSON, NEW YORK ON FEBRUARY 25, 2025 AT 6:00 P.M.

2025-2-25

Introduced by Councilperson D'Amuro
Seconded by Councilperson Mattison

WHEREAS, 170 West Avenue, LLC previously commenced proceedings against the Town Assessor, the Board of Assessment Review, and the Town of Clarkson, County of Monroe, New York relating to real property tax assessment for the years 2018, 2019, 2020, 2021, 2022, 2023 and 2024 for premises located at 170 West Avenue in the Town of Clarkson, being more particularly identified as Tax Parcel No. 68.08-1-1./A on the Official Assessment Map of the Town of Clarkson; and

WHEREAS, negotiations have been had between the Town and 170 West Avenue, LLC in an attempt to settle and compromise said claims, and a tentative agreement was reached subject to the approval of the Town Board and the Supreme Court, all as reflected in the proposed "Stipulation and Consent Order" attached hereto; and

WHEREAS the Petitioner shall not challenge the assessment of the Subject Property for the period covered by this Stipulation and Consent Order provided that the assessment is set at the values specified; and

WHEREAS, upon due consideration of all facts and circumstances, the Town Board finds that the proposed compromise and settlement is fair and reasonable and should be approved.

THEREFORE, BE IT RESOLVED, that the proposed settlement of the tax certiorari proceedings brought by 170 West Avenue, LLC relative to the property at 170 West Avenue in the Town of Clarkson be approved, all in accordance with the attached Stipulation and Consent Order.

BE IT FURTHER RESOLVED, that the tax litigation attorney representing the Town be and hereby is directed to facilitate such settlement via Stipulation and Consent Order with the Supreme Court of the State of New York, and that upon finalizing such settlement, including upon approval by the Court, the Assessor of the Town of Clarkson be and hereby is directed to make the necessary adjustments in the Assessment Rolls for the Town of Clarkson.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D'Amuro and Mattison

NAYS: none

ABSENT: Councilpersons Culhane and Wexler

RESOLUTION #105
MOTION TO ADJOURN

Introduced by Councilperson D'Amuro

Seconded by Councilperson Mattison

Motion to adjourn at 6:50pm.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons D'Amuro and Mattison

NAYS: none

ABSENT: Councilpersons Culhane and Wexler

Respectfully submitted,

Susan Henshaw

Town Clerk

Approved 2025-3-11

