

TOWN OF CLARKSON  
TOWN BOARD MEETING  
April 8, 2025

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, April 8, 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

\*\* 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.

**HISTORICAL MOMENTS**

Historian Leanna Hale mentioned that since her last report, the Clarkson Historical Society helped Tyler Deichsel a student from SUNY Brockport prepared a video on a historical site, of the Clarkson Academy. He also received a grant from the William Pomeroy Foundation to obtain information on the 6 historical markers around Clarkson. National Historic Marker Day will be held on Friday, April 25. It might be fun to drive around Clarkson and search for these markers. A great project for our local Boy Scouts would be to give attention to those markers in need of care. Superintendent Viscardi mentioned that Jim Fallon and Allan Barry are currently in the process of taking down the markers and painting them. They will leave a few up for National Historic Marker Day. /\* Leanna will be attending the Whitehall Mansion fundraiser for the Morgan Manning House Sunday, April 13 from 2:00pm – 4:00pm. / \* Leanna mentioned she would like to do a project involving the history of the names of certain roads in Clarkson and where they derived from. / \* The Erie Canal is celebrating its 200<sup>th</sup> Anniversary in 2025. She is looking for suggestions and ideas for a celebration at Sans Souci Park, our town park on the canal.

**OPEN FORUM**

**DiscGolfPark** - Supervisor Liotta introduced our guests Avery Jenkins from DiscGolfPark and Phil DiTramontos from Greater Rochester Disc Golf Club. Avery mentioned that he has over 40 years of experience and grew up in a family playing disc golf. He has traveled all over the world as a junior player, then amateur and is now considered a professional player. He works for a Company that manufactures discs as well as designs and installs disc golf courses. He described the differences in the actual discs, while showing a short video on the proposed Multi Golf at Kimball Park. Multi Golf uses shorter fairways, saves time, money, space and with being ADA compliant it is more conducive to all families. There are 3 types of golf including disc, park golf, which is played with a plastic club and ball, and foot golf which is played using a soccer ball. Kimball Park is currently used as a multi activity park with a playground, lodge, dog park and sports fields. It is an ideal location with many features such as trees, fencing and lighting, especially for a night course. He would bring in additional obstacles to enhance the course, such as large rocks and additional trees. He is looking to build an 18-hole course in the area of the existing ball fields. He would use Greater Rochester Disc Golf to help usher in the entire project from advertising, design, mapping and full installation. Design and implementation of the final product would take approximately one week. There are roughly 10 multi golf courses in the US.

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*Susan Hoffman, 101 Sugar Tree Circle*, asked what is underneath the surface of the tee area?

*A. Jenkins*- we will be pouring a cement tee pad with turf on top as it is best for longevity.

*S. Hoffman* – what are the dimensions of the tee box and green?

*A Jenkins* - the tee pads are 5x10 ft and turf would sit on top. The greens would be a square at 8x8 with turf on top as well.

*S. Hoffman* – will you be maintaining the fencing over by the ball field?

*Superintendent Viscardi* – we will be leaving them as they are to make an obstacle for the course. We may add some gates to them.

*A Jenkins* - the fencing will add a defensive challenge to the course. The more trees the better.

*S. Hoffman* - asked how they would keep regular golfers off the greens?

*A Jenkins* - we will post tee signs that will state in bold- **NO METAL CLUBS**. We are posting and promoting foot golf and disc golf, advising this is not a standard golf course.

*S. Hoffman* – asked if there will be any changes to the fenced area that is used as a dog park.

*Supervisor Liotta* - that area will stay as is.

*Martha Clasquin, 34 Sherwood Drive*, mentioned how she was on a trail in Parma Park hiking and realized she was on a course that went up down and over around trees, and feels this new course is very flat and boring. She was wondering if there were plans to plant more trees. Avery stated once the design is in place he will implement more trees, tunnel shots, and rocks with natural features.

*John Donnelly, 125 St. Katherine Way*, asked where you would find the equipment to play park golf since it is not in this country yet? Avery mentioned the sport is played in Europe and they make the equipment there. However, there are companies in the US that have equipment.

Councilperson Culhane inquired about the removal of items during the winter months. Avery advised that everything stays in place. Disc golfers are not fair weather, they do not mind the challenges of change of seasons. Supervisor Liotta mentioned that prior to the meeting, she and Superintendent Viscardi, Councilpersons Culhane and D'Amuro and Emilio Moran from MRB Group walked the proposed area at Kimball Park. Certain areas it is more wet than others. Avery mentioned that the south ball field area is the driest. They are looking at starting the work later in the fall. Avery mentioned UDisc, which is the app for disc golfers to map out every course throughout the world. It will track how many people have played at each course, how many rounds played, hours spent and other informational features. Superintendent Viscardi mentioned many local nurseries offer trees at a discount in the fall. He asked Avery to review where to specifically plant new trees so he could place a stake in the ground. Avery stated the more trees the better and does not matter their placement. No pines trees.

*Dave Virgilio, 17 Lynnwood Drive*, asked if reservations are needed for tee times. Avery mentioned it is not that type of course that you need to reserve. You just show up and play. Perhaps a clubhouse, food, vending machines will be in the future.

Historian Leanna Hale asked if you would have to bring your own equipment. Avery stated when we build it, we will be installing everything from T-pads, baskets and golf holes. A golfer needs to bring only a disc that can be purchased at any sporting goods store. The average cost is \$10.00 - \$15.00 each. You can have custom discs made with a stamp of Town of Clarkson noted on them. A vending machine that supplies some of these items was mentioned. Avery stated that the average time to play a round of 18 holes with a foursome, in one hour.

Supervisor Liotta mentioned how the town board is happy to be working with both Avery and Phil DiTramontos and that we are committed to this project. Avery wished to mention that Clarkson would be the first multi-golf course in NYS with the next closest course being in Iowa.

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**OLD BUSINESS**

**WIBA#1** – Supervisor Liotta mentioned that the updated meeting on the WIBA#1 project was held today, it is complete. Payment #6 has been authorized for \$365,523.66. Supervisor Liotta read the Resolution.

**RESOLUTION #118**  
**AUTHORIZING PAYMENT #6 TO PILON CONSTRUCTION CO., INC. of**  
**\$365,523.66 TOWN OF CLARKSON WATER IMPROVEMENT BENEFIT AREA**  
**NO. 1**

Introduced by Councilperson D’Amuro  
Seconded by Councilperson Mattison

**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 sold \$4,700,000.00 in Bond Anticipation Notes to Greene County Commercial Bank with the proceeds being received by the Town on November 14, 2024; and.

**WHEREAS**, Pilon has requested a progress payment in the amount of \$365,523.66; and

**WHEREAS**, MRB Group, the Town’s Engineer for this project has reviewed the request and recommended payment in the amount of \$365,523.66; 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 and.

**WHEREAS**, after reviewing the request and the Engineer’s recommendation this Board has determined that the request by Pilon for a progress payment in the amount of \$365,523.66 should be approved;

**THEREFORE, Now, BE IT RESOLVED**, that the Town Board authorizes the payment of \$365,523.66 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 and Mattison

NAYES: none

ABSENT: Councilperson Wexler

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**Intermunicipal Agreement** – Supervisor Liotta mentioned that in 2024 Monroe County Executives Bello offered money towards the installation of sidewalks in the town. An application was submitted, and we were awarded and approved for \$223k, which is half the cost of the project. We will provide Monroe County with an approved sidewalk plan that MRB Group will prepare for us and then will apply for the permit through Monroe County.

**RESOLUTION#119**  
**East Avenue Sidewalk**  
**Monroe County Intermunicipal Agreement**

Introduced by Councilperson Culhane  
Seconded by Councilperson D’Amuro

**WHEREAS**, the Town Board of the Town of Clarkson had previously made application to the County of Monroe for a Municipal Sidewalk grant in furtherance of the East Avenue Sidewalk project; and

**WHEREAS**, a grant of \$223,000.00 was awarded by the County of Monroe to the Town of Clarkson to used for the construction of the East Avenue Sidewalk project which would involve installing approximately 2,100 linear feet of sidewalk; and

**WHEREAS**, the County of Monroe has authorized the grant monies and acceptance of the grant requires the Town to enter into an intermunicipal agreement with the County of Monroe

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

**Section 1.** That the Town Board of the Town of Clarkson accepts the grant funds from the County of Monroe for the East Avenue Sidewalk project grant and authorizes the Supervisor to sign the Intermunicipal Agreement with the County of Monroe which was authorized by Monroe County Legislature Resolution #86 of 2025.

**VOTE OF THE BOARD**

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

NAYES: none

ABSENT: Councilperson Wexler

**NEW BUSINESS**

**RESOLUTION #120**  
**Approve Professional Services Agreement– MRB Group**  
**Town Hall Site Plan**

Introduced by Councilperson Mattison  
Seconded by Councilperson D’Amuro

**WHEREAS**, the Town wishes to retain the services of a professional services provider to provide Site Development Plans and related services in connection with a proposed new Town Hall; and

**WHEREAS**, MRB Group has offered to provide such services to the Town.

**BE IT RESOLVED AS FOLLOWS:**

**Section 1.** That the Town Board of the Town of Clarkson authorizes the Supervisor to sign the Proposal for Professional Services Agreement with MRB Group to provide Site Development Plans and related services in connection with a proposed new Town Hall. Initial services are to be performed at a cost of \$35,000.00. Additional related services to be billed on a personnel time-charge basis as required.

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**VOTE OF THE BOARD**

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

NAYS: none

ABSENT: Councilperson Wexler

**RESOLUTION #121**

**Approve Professional Services Agreement– MRB Group**  
**Town Hall Architectural Services**

Introduced by Councilperson D'Amuro

Seconded by Councilperson Mattison

**WHEREAS**, the Town wishes to retain the services of a professional services provider to provide architectural concept drawings and related services in connection with a proposed new Town Hall; and

**WHEREAS**, MRB Group has offered to provide such services to the Town.

**BE IT RESOLVED AS FOLLOWS:**

**Section 1.** That the Town Board of the Town of Clarkson authorizes the Supervisor to sign the Proposal for Professional Services Agreement with MRB Group to provide architectural concept drawings and related services in connection with a proposed new Town Hall. Initial services are to be performed at a cost of \$12,000.00. Additional related services to be billed on a personnel time-charge basis as required.

**VOTE OF THE BOARD**

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

NAYS: none

ABSENT: Councilperson Wexler

MRB Group – Proposal for Professional Services regarding East Avenue Sidewalk will be tabled until further review.

**RESOLUTION #122**

**ACKNOWLEDGE RECEIPT OF SUPERVISOR'S MARCH FINANCIAL**  
**REPORT**

Introduced by Councilperson Mattison

Seconded by Councilperson Culhane

Acknowledge receipt of Supervisor's March Financial Report.

**VOTE OF THE BOARD**

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

NAYES: none

ABSENT: Councilperson Wexler

**Supervisors Report**

**Town Hall Lobby** – We have secured a painter and flooring company for the town hall entryway and stairs; painting is scheduled to be done this upcoming weekend.

**Goodwin Lodge** - The renovations are completed at Goodwin Lodge and re-opened on March 29 for rentals.

**Council of Governments Meeting** - On March 26, I participated in a zoom meeting for March's Council of Governments Meeting. It was presented by the Monroe County Aging Alliance team. Many towns and other community organizations were present; the focus was on the need for age-friendly or multi-aged living communities. 27% of Monroe County residents are over 60 years old and most residents want to stay in their own homes. 75% are currently living in their own homes. A 2024 Progress Report was given and Created a Community for a Lifetime. A survey was conducted in 2023 and showed that 21.1% of the Town of Clarkson's total population is 65 or older. While the town's total population has

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increased by 9.33% between 2013 and 2023. The age of residents is 65 and older has increased by 55.69%. The Monroe County Aging Alliance did a study that in 2020, in conjunction with AARP, found that more affordable housing is needed. Inclusivity for older residents in the communities where they live. Ex: a spray park accessible to ALL; 25% of residents over the age of 60 need or want to work. There are all sorts of age friendly resources that are available to help town leadership to move forward. More time will be spent on this in the future.

**Open Door Mission** - On March 27, I attended a fundraiser for The Open Door Mission, with 7 other local town supervisors. It was called "Grateful Hearts, Open Doors". It has been 73 years of restoring hope and changing lives. The 2024 Annual Report was given, and personal success stories were shared. In 2024, Open Door Mission saw a dramatic increase in the need for all their services. The plan for 2025 was presented and included a new homeless residential facility at 80 West Main Street. It continues services for more addiction recovery, permanent supportive housing, transitional housing for women and children, as well as emergency services for food, shelter, and clothing. The needs are real.

### **Town Board Reports**

Councilperson Culhane mentioned that Harold Mundy had passed away. He served on the Planning Board and helped work on the Comprehensive Plan and well as the Solar Law here in Clarkson. Harold was a great resident to the Town and was committed to the betterment of Clarkson.

**Town Clerk Report** - Susan Henshaw mentioned on Thursday, April 10 will be the voting machine demo at Kimball lodge from 4:30- 6:30p. / \* Clarkson/Hamlin Rabies Clinic will be Thursday, May 1 from 5:30p - 7:30p at the Hamlin Dog Shelter, 80 Railroad Ave., Hamlin You must make an appointment directly with the Hamlin Town Clerk. Please register before it is full. / \* My Deputy, Carla Ward passed her passport test a few weeks ago and we await the results from her notary test. In the meantime, I have renewed my notary license for another 4 years. We do notary services here at the Town Hall quite frequently. It is a much-needed service. /\* My office is working on its 11<sup>th</sup> FOIL request of the year. In 2024 we had a total of 15. Requests are for many different things but mostly are related to individual properties.

**Highway Report** - Superintendent Viscardi mentioned that the NYS bid for the one lane County Line Road bridge will be fixed and completed in 2026. Soon after, the Route 19 bridge will be fixed as well. The first big County project of the year will be to grind and re-pave Lawrence Road. It will take about 1 week to process and put down oil and stone a month later. We have used this process many times on other roads, and it has worked out well. *Dave Virgilio, 17 Lynnwood Drive*, asked if they were planning on re-paving the intersection at Route 19 and 104. Supervisor Liotta stated that they are NYS roads. You can contact NYSDOT at 585-352-3471 with complaints or you may email [NHTS@dot.ny.gov](mailto:NHTS@dot.ny.gov) / \* Supervisor Liotta discussed a complaint received regarding a turning lane with no turning arrow at Sweden Walker Road and 104. Advised resident to file a complaint with NYS. She provided him with the link and number to contact. After discussion with town board members, it was suggested possibly Assemblyman Steve Hawley could address it as well. / \* Superintendent Viscardi mentioned highway is in the process of breaking winter equipment down ex: snow fences and getting ready for Spring. Also, as mentioned, the guys did a wonderful job on the Goodwin Lodge, it looks great. It has a brand-new kitchen in which we have added a pass-through window, a new ceiling, and fresh paint. He suggested if you have not seen it, to take a look.

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**RESOLUTION #123**

**MOTION TO APPROVE 3-25-2025 MEETING MINUTES**

Introduced by Councilperson Culhane

Seconded by Councilperson D'Amuro

Motion to approve 3-25-2025 meeting minutes.

**VOTE OF THE BOARD**

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

NAYES: None

ABSENT: Councilperson Wexler

**RESOLUTION #124**

**AUDIT 4-08-2025**

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

To authorize payment of audit 4-08-2025 totaling \$422,223.88, AA General \$22,001.68, BB General - Outside Village \$2,637.77, DA Highway – Town Wide \$20,671.26, DB Highway - Outside Village \$1,348.79, HH - Capital Projects \$370,719.68, SL - Lighting \$4,499.83, SS - Sewer \$344.87. Distribution of checks: Joint Checking # 5368-5411.

**VOTE OF THE BOARD**

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

NAYES: None

ABSENT: Councilperson Wexler

**RESOLUTION #125**

**MOTION TO ADJOURN**

Introduced by Councilperson Culhane

Seconded by Councilperson Mattison

Motion to adjourn at 7:06 P.M.

**VOTE OF THE BOARD**

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

NAYES: None

ABSENT: Councilperson Wexler

Respectfully submitted,

*Susan Henshaw*

Town Clerk

Approved 2025-04-17