

TOWN OF CLARKSON  
TOWN BOARD MEETING  
September 25, 2018

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, September 25, 2018 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 6:00 PM.

PRESENT:

Gerald Underwood	Supervisor
Allan Hoy	Councilperson
Christa Filipowicz	Councilperson
Patrick Didas	Councilperson
Jackie Smith	Councilperson
Sharon Mattison	Town Clerk
Robert Viscardi	Highway Supt.
Richard Olson	Attorney for the Town

ALSO:

** Kristin Coon	Director of Finance
Chad Fabry	Building Insp/Code Enf.
Elizabeth Spencer	Assessor
**excused	

Supervisor Underwood opened the meeting, and Sharon Mattison, Town Clerk led all those present in the Pledge of Allegiance. A moment of silence was observed for those serving in the military, our First Responders and our Historian, Leanna Hale, who lost her son over the weekend.

**OPEN FORUM**

No one spoke.

**RESOLUTION #208**

**SESSLER ENVIRONMENTAL SERVICES PROPOSAL FOR DEMOLITION OF  
8470 RIDGE ROAD**

Introduced by Councilperson Hoy

Seconded by Councilperson Smith

To authorize Supervisor Underwood to sign the contract with Sessler Environmental Services to demolish 8470 Ridge Road.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz, Didas and Smith

NAYS: None

**\*see attached contract**

**KIMBALL PARK TREE PROGRAM**

Councilperson Didas initiated the idea of a resident sponsored tree program at Kimball Park which would provide additional shade around the lodge. The trees would be planted in a 20-30-foot perimeter around the lodge, planting would take place in the fall. Sara's Farm Market has provided a price list of appropriate shade trees they agreed to sell at a considerable discount. The Town would purchase the tree and the sponsor would reimburse the Town. Councilperson Didas has offered to make the placard for the base of the tree, in addition a sponsor plaque will be displayed. The Town Board feels it is a great way to bring the community together and agreed to move forward with the program. An article promoting the program will be placed in the upcoming newsletter, Facebook page and Town website.

**09.25.18**

**RESOLUTION #209**  
**PROPOSAL FOR ARCHITECTURAL SERVICES**

Introduced by Councilperson Filipowicz

Seconded by Councilperson Smith

Approve spending \$1,200 to have David Strabel R.A. prepare a schematic design including construction cost estimates to convert the town hall meeting room and existing offices into a town departmental office suite on the first floor including toilet room(s). In this scheme public meetings will be held in the court building.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz, Didas and Smith

NAYS: None

**BOARD OF ASSESSMENT REVIEW**

Assessor, Liz Spencer requested an additional two members to serve on the 2019 Board of Assessment Review. An ad will be placed in Herald for two additional members.

**ELECTRIC CHARGING STATION**

Councilperson Didas stated New York State is offering rebates of up to 80% of the \$4,000 installation cost. There was much discussion on the pros and cons of moving forward with installing a charging station. C. Fabry will further research the idea.

**RESOLUTION#211**

**AUTHORIZING THE SUPERVISOR TO SIGN AND SUBMIT JUSTICE COURT ASSISTANCE PROGRAM GRANT APPLICATION**

Introduced by Councilperson Smith

Seconded by Councilperson Hoy

RESOLVED, that the Clarkson Town Board hereby authorizes the Supervisor of the Town of Clarkson, County of Monroe, State of New York to prepare, sign and submit a grant entitled **Justice Court Assistance Program** for equipment in the Town of Clarkson Justice Court in an amount not to exceed \$30,000, and to be the official representative acting in connection with the application and, as required, executing the contract.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz, Didas and Smith

NAYS: None

**TOWN CLERK REPORTS**

S. Mattison had nothing to report.

**BUILDING INSPECTOR REPORTS**

C. Fabry reported that his office is not too busy, just a few generator permits. Bassett started construction of their second building, working out a few foundation problems. Expressmart/Speedway planting shrubbery and will start construction of pergola soon.

**ASSESSOR REPORTS**

L. Spencer reported that the first seminar is this Thursday from 2-4:00 P.M. and the second one is scheduled for November 4<sup>th</sup> from 6-8:00 P.M. IVP's are almost complete. Busy working on values for the reassessment.

**HIGHWAY SUPT. REPORTS**

Supt. Viscardi reported on 2018 revenues to date and completed pickleball courts.

**09.25.18**

**RESOLUTION#212**  
**AUTHORIZING SUPERVISOR TO SIGN: INTERMUNICIPAL AGREEMENT**  
**FOR SNOW AND ICE CONTROL SERVICES**

Introduced by: Councilperson Hoy

Seconded by: Councilperson Filipowicz

**WHEREAS**, the Town Board has authorized the Supervisor of the Town of Clarkson, County of Monroe, State of New York to sign the Intermunicipal Agreement for Snow and Ice Control Services with the County of Monroe, for a term of one (1) year from October 1, 2018 through September 30, 2019, with annual renewals upon mutual consent for up to four (4) additional years.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz, Didas and Smith

NAYS: None

**RESOLUTION #213**  
**MERIT INCREASE-HEO/MECHANIC**

Introduced by Councilperson Filipowicz

Seconded by Councilperson Smith

Approve two-step merit increase for Jesse Cross, HEO/Mechanic as recommended by Highway Supt. R. Viscardi as follows;

Step 2 to Step 4 @ \$20.24 hourly, retroactive to pay period starting 9-17-18 and to include benefits granted after one-year probation period.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz, Didas and Smith

NAYS: None

Councilperson Filipowicz requested that the first 2 ½ years of written reviews are attached and available in the Supervisor's office.

**STORM RECOVERY PROJECT CERTIFICATION**

Supt. Viscardi reported that storm recovery project certification is a grant they applied for to recover some of the cost to replace damaged capital equipment used to clear brush off County roads during the March 2017 windstorm. The Town received the \$30,000 grant and the reimbursement should arrive shortly. The Board thanked Supt. Viscardi and U. Liotta for their efforts.

**RESOLUTION #214**  
**AUTHORIZE SALE OF TRUCKS AT AUCTION**

Introduced by Councilperson Didas

Seconded by Councilperson Hoy

To authorize the sale of 2004 GMC pickup and 2009 F-450 one-ton dump at Teitsworth Auction.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz, Didas and Smith

NAYS: None

**PLOWING OF TOWN SIDEWALKS**

Supt. Viscardi reported that the Town needs a new sidewalk plow, the current one is a 1971 and not capable of doing the job. There is one on an auction site that may sell for around \$30,000. The Town has approximately eight miles of sidewalk and will cost between \$2,500 to \$3,500 per mile annually to plow. There is currently a sidewalk policy allowing the Town to collect a maintenance fee from residents in each district. Supt. Viscardi will put together a cost projection and get back to the Board.

**09.25.18**

**RESOLUTION #215**

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

Introduced by Councilperson Didas

Seconded by Councilperson Smith

To acknowledge receipt of August Supervisor's Report.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz, Didas and Smith

NAYS: None

**\*see attached report**

**TOWN BOARD REPORTS**

Councilperson Smith gave an update on the recreation center and the Library Board meeting she attended. Library Board member, Christopher Wilcox announced that he will be stepping down from the Board in the near future. The Director will attend the October 9<sup>th</sup> Board meeting to review the budget. Awaiting a date for Narcan training.

**Councilperson Smith was excused at the conclusion of her report.**

Councilperson Filipowicz reported on MCC leadership training for employees and employee handbook updates. Attorney Olson to review handbook updates before moving forward.

**SUPERVISOR REPORTS**

Supervisor Underwood questioned how the "Little Library" gets replenished. C. Fabry stated that he will donate books and an article will go in the newsletter requesting book donations.

**RESOLUTION #216**

**MINUTES**

Introduced by Councilperson Didas

Seconded by Councilperson Hoy

To approve September 11, 2018 minutes.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Didas

NAYS: None

ABSENT: Councilperson Smith

**RESOLUTION #217**

**AUDIT—9-02-2018**

Introduced by Councilperson Hoy

Seconded by Councilperson Didas

To authorize payment of audit 9-02-2018 to include the following:

Vouchers 20180828-20180890; Total \$63,443.86; Gen. \$36,794.07; Hwy. \$19,796.15

For distribution checks from 33593 - 33648

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Didas

NAYS: None

ABSENT: Councilperson Smith

**RESOLUTION #218**

**EXECUTIVE SESSION**

Motion by Councilperson Didas

Seconded by Councilperson Hoy

To enter executive session at 6:55 P.M. to discuss a personnel matter.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Didas

NAYS: None

ABSENT: Councilperson Smith

**09.25.18**

**RESOLUTION #219**  
**RETURN TO REGULAR SESSION**

Motion by Councilperson Didas  
Seconded by Councilperson Filipowicz  
To return to regular session at 7:55 P.M.

**VOTE OF THE BOARD**

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Didas

NAYS: None

ABSENT: Councilperson Smith

**RESOLUTION #220**  
**ADJOURNMENT**

Introduced by Councilperson Filipowicz  
Seconded by Councilperson Didas  
To adjourn the Town Board meeting at 8:05 P.M.

AYES: Supervisor Underwood, Councilpersons Hoy, Filipowicz and Didas

NAYS: None

ABSENT: Councilperson Smith

Respectfully submitted,

*Sharon S. Mattison*  
Town Clerk

Approved 10-09-18



## CONTRACT

This agreement is made this 11th day of September 2018, and effective the 13th day of June 2018 by and between Sessler Environmental Services, LLC. (CONTRACTOR) and Town of Clarkson (CLIENT) to perform the work identified in Article 2 in accordance with the Project's Documents.

**PROJECT:** Building Demolition with Asbestos In-place

- 8470 Ridge Road West, Brockport, NY

**CLIENT:** Town of Clarkson

3710 Lake Road, PO Box 858  
Clarkson, NY 14430

**CONTRACTOR:** Sessler Environmental Services, LLC.

30 Vantage Point Drive,  
Suite 4 Rochester, New  
York 14624

### ARTICLE 1

**CONTRACT PAYMENT:** The Client agrees to pay the contractor for satisfactory performance of the work the sum of Twenty-eight thousand three hundred and four dollars (\$28,304.00).

The Client agrees pay the Contractor no later than thirty (30) days after satisfactory completion of work and receipt of billing statement.

### ARTICLE 2

**SCOPE OF WORK:** The Contractor agrees to commence the building demolition activities herein, and to perform and complete such work in accordance with this agreement and under the general direction of the Client. The scope of services and project conditions are defined in the Contractor's proposal enclosed in Attachment-1.

### ARTICLE 3

**SCHEDULE OF WORK:** Time is of the essence. Client shall provide the Contractor with any requested scheduling information. The Client's scheduling requests will be incorporated if possible, into the Contractor's work schedule. The project schedule may be revised by the Contractor as conditions require, and as the work progresses.

The Contractor shall coordinate its work with all other contractors and suppliers on the Project, so not to delay or damage their performance, work, or the project schedule.

### ARTICLE 4

**CHANGES:** The Client, without nullifying this Agreement, may direct Contractor in writing to make changes to the contractor's work. Adjustment, if any, in the contract price or contract time resulting from such changes shall be set forth in a Contract Change Order.

### ARTICLE 5

**FAILURE OF PERFORMANCE:** Should the Contractor fail to satisfy contractual deficiencies within three (3) working days from receipt of Clients written notice, then the Client, without prejudice to any right or remedies, shall have the right to take whatever

steps it deems necessary to correct said deficiencies and charge the cost thereof to the Contractor, who shall be liable for payment of same, including reasonable overhead, profit and attorney's fees.

**ARTICLE 6**

**INSURANCE:** The contractor shall procure and maintain in force for the duration of the Work. Worker's Compensation Insurance, Employer's Liability Insurance, Comprehensive General Liability Insurance and all insurance required of the subcontractor.

**ARTICLE 7**

**WARRANTY:** Contractor warrants its work against all deficiencies and defects in materials and/or workmanship and agrees to satisfy same without cost to the Client for a period of thirty (30) days from the date of Substantial Completion of our scope of work, or of the Project whichever is longer.

**ARTICLE 8**

**SPECIAL PROVISIONS:**

1. Pricing excludes NYS DOL variances
2. Pricing excludes utility disconnects
3. Pricing excludes demolition permits
4. Pricing excludes project abatement monitoring services.
5. Pricing excludes the importation of backfill.
6. Pricing excludes the disposal of the basement slab or foundation walls.
7. Pricing includes NYS DOL notification fee's
8. Pricing includes NYS Prevailing wage rates.
9. Project will be conducted during standard business hours Monday through Friday.
10. Pricing excludes all taxes. Applicable taxes will be added to the invoice if a tax-exempt certificate is not provided.

In witness whereof, the parties have executed this Agreement under Seal the day and year first written above.

CLIENT: CONTRACTOR:

Town of Clarkson Sessler Environmental Services, LLC.

\_\_\_\_\_  
(Firm) (Firm)

BY: BY:

Eric Hoban Sr. Project Manager

**ATTACHMENTS**

Attachment-1 SES Proposal for Demolition of Vacant Dwelling

SES Contract for Town of Clarkson – 8470 Ridge Rd West, Brockport, NY

**Attachment-1**  
SES Proposal for Demolition  
of Vacant Dwelling  
8470 Ridge Rd West, Brockport, NY



December 22, 2017

Mr. Robert Viscardi  
Village of Clarkson  
3623 Lake Road  
Brockport, NY 14420

RE: Demolition of Vacant Dwelling – Friable Asbestos  
In-Place 8470 Ridge Road West, Brockport, NY

Mr. Viscardi,

Sessler Environmental Services, LLC (SES) is pleased to provide this proposal to the Village of Clarkson for services related to building demolition with asbestos in place at the above-mentioned property. The following shall serve to detail the proposed scope, assumptions, exclusions and estimated costs of the project based on the information provided by the Village.

#### Pre-Mobilization Activities:

- SES will obtain a *'Letter of Condemnation'* from the owner or client for the structure.
- SES will draft and submit NYS DOL and EPA asbestos notifications 10 business days prior to commencement of the project.
- SES will post building occupancy notifications 10 days prior to the start of the project.
- SES will call in a Dig Safe to support demolition activities.
- SES will coordinate schedule the client and project monitoring company.
- Owner/Client will schedule and pay for utility disconnects and demolition permit. SES will extend assistance and guidance to ensure both are completed.

#### Task 1: Demolition of Structure

- SES will demolish the vacant dwelling in complete accordance with NYS DOL Industrial Code Rule 56.
- SES will utilize section **56.11.6 'Controlled Demolition with Asbestos in Place'** to complete the demolition, load out and final cleaning of the site.

#### Task 2: Slab & Foundation Reuse

- Once the demolition of the dwelling is complete and SES has passed final visual inspections as well as final air clearance sampling, SES will demolish the basement foundation and slabs and reuse in the excavation as clean fill.

#### Waste Disposal:

- Asbestos waste generated during demolition will be disposed of at an approved landfill via a waste shipment record, disposal receipts will be provided to the client with a closeout package.

#### Assumptions:

- Pricing assumes work can be conducted during standard business hours – Monday through Friday.
- Pricing includes NYS Prevailing Wage Rates.



Decommissioning Services • Remediation Services • Facility Services • Disaster Relief

- Pricing excludes NYS Sales Tax, client will need to provide Tax Exempt Form to SES prior to invoicing.
- Pricing assumes owners will complete utility disconnects at no-cost to SES.
- Pricing assumes the owners will obtain a demolition permit.
- Pricing is inclusive of transportation and disposal of abated asbestos materials, as well as construction debris generated during demolition activities.
- Pricing assume basement slab and foundation walls can be reused in the excavation as clean fill, if not, additional disposal costs will apply.

Exclusions:

- Pricing excludes importing or placing backfill.
- Excludes demolition permits.
- Excludes utility disconnects.
- Pricing excludes 3<sup>rd</sup> party project monitoring fees, Owner or General Contractor will need to hire the project monitoring firm direct in accordance with NYS ICR 56.

Estimated Project Cost:

The proposed cost to perform the proposed scope of work is presented in the table below.

8470 Ridge Road, Brockport, NY					
Item	Description	Units	Quantity	Unit Rate	Extended Costs
1	Demolition of a 2,165 sqft home with asbestos in place	LS	1	\$28,304.00	\$28,304.00

Estimated Project Costs  
 \$28,304.00 NYS Sales  
 Tax Exempt  
**Total Project Costs**  
**\$28,304.00**

SES appreciates the opportunity to provide this proposal, please feel free to call or email with any questions.

Respectfully,

Sessler Environmental Services, LLC

Eric Hoban  
 Sr. Project Manager

**TOWN OF CLARKSON  
AUGUST 2018  
EXECUTIVE SUMMARY**

**BALANCE SHEET**

- Bank accounts were reconciled as of 8/31/18.
- The Town has \$2,239,513.65 in the bank.

**REVENUES AND EXPENSES**

• **REVENUES**

- Total receipts for the month were: \$236,648.03
- Major receipts were:
  - Town Clerk Fees (July) - \$5,008.80
  - Justice Fees (July) - \$3,938.00
  - Sales Tax - \$131,447.69
  - Insurance Recovery - \$8,435.16
  - NYS Snow & Ice - \$66,474.62
  - County Snow & Ice - \$9,312.70
  - Monroe County Highway Jobs - \$10,261.13
  - Other Revenues - \$1,769.93

• **EXPENSES**

Expenditures through August on average should equal 66.64% of the annual budget.

General Fund Townwide:

- Year to date expenses are \$656,302.83 compared to the revised annual budget of \$1,073,804.38 or 61.12% of the annual budget.

General Fund Outside Village:

- Year to date expenses are \$456,194.75 compared to the revised annual budget of \$610,596 or 74.71% of the annual budget

Highway Townwide:

- Year to date expenses are \$703,247.36 compared to the revised annual budget of \$1,262,900 or 55.69% of the annual budget.

Highway Fund Outside Village:

- Year to date expenses are \$15,093.65 compared to the annual budget of \$136,425 or 11.06% of the annual budget

• **Other Matter**

- We have reconciled the accounts to date, with a couple unidentified differences that we will monitor.
  - Checking Accounts- There is an unidentified difference of \$95.43
  - Payroll Account – There is an unidentified difference of \$160.80