TOWN OF CLARKSON

 TOWN BOARD MEETING

March 14, 2023

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

February 14, 2023 at the Clarkson Town Hall, 3710 Lake Road, Clarkson, NY at 6:00 P.M.

PRESENT:

 Christa Filipowicz Supervisor

 \*\* Nick D’Amuro Councilperson

 John Culhane Councilperson

 Tom Guarino Councilperson

 Leslie Zink Councilperson

 Susan Henshaw Town Clerk

 \*\* Robert Viscardi Highway Superintendent

 Keith O’Toole Attorney

 Kevin Moore Building Inspector

 \*\* Tammy Baker Assessor

 Mike Farrell Highway Foreman

\*\* excused

Supervisor Filipowicz 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.

**HISTORICAL MOMENTS**

Leanna Hale spoke about the Tales of the Four Corners and how the Town Hall is the oldest building located here. She mentioned the Simeon Jewitt house that was built in 1820 and became the Bowman homestead. In 1850, John Bowman built the Portico a few houses down, for his future bride. The Portico was a Bed and Breakfast for many years, and currently is privately owned. The great-grandson of Mr. Bowman stayed at the Portico at one point. It is said that the future Mrs. Bowman, who always wore black, envisioned herself living in this big brick house and entertaining the Clarkson ladies. Mr. Bowman went on a trip, and lost his nerve to marry, and never returned. His future bride could never glance at the house from that point forward. Mr. Bowman eventually moved to New York City and met Kate Bellinger. He later moved to Michigan and met someone else and started a family. Ms. Hale had the opportunity to meet with the great grandson of Bowman and shared this story with him.

**OPEN FORUM**

Lee Hicks of Big Time Service, 7978 Ridge Road, inquired if any decisions have been made regarding the zoning for his business. Supervisor Filipowicz advised that the comprehensive plan/zoning process is still being reviewed and worked through. Councilperson Zink agreed that they are reviewing all the information and the codes, and no decision has been reached. Lee Hicks advised this is a time-consuming project to change zoning. Attorney Keith O’Toole mentioned there are other options if auto sales are not permitted currently. The zoning must fit the Comprehensive Plan and the vision of the town. Councilperson Culhane wants to take the time to compare Clarkson’s zoning with other towns.

**COMMUNICATIONS**

**Seymour Library -** the review of the facility previously prepared by Chad Fabry about six years ago, is being updated by David Strabel, so all three municipalities can prepare for capital expenditures.

**3-14-2023**

**NEW BUSINESS –**

**RESOLUTION #101**

**MOTION TO ROLLOVER 80 VACATION HOURS FOR KEVIN MOORE**

Introduced by Councilperson Zink

Seconded by Councilperson Guarino

Motion to rollover 80 vacation hours for Kevin Moore.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**RESOLUTION #102**

**MOTION TO ROLLOVER 9 VACATION HOURS FOR COURTNEY MILLER**

Introduced by Councilperson Guarino

Seconded by Councilperson Zink

Motion to rollover 9 vacation hours for Courtney Miller

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**RESOLUTION #103**

**MOTION TO APPROVE MERIT INCREASE OF 5% FOR COURTNEY MILLER FROM $21.19/HR TO $22.25/HR**

Introduced by Councilperson Culhane

Seconded by Councilperson Guarino

Motion to approve merit increase of 5% for Courtney Miller from $21.19/hr to $22.25/hr effective March 25, 2023.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**Employee Handbook**- Section 2.11 Code of Professional Conduct was created and approved by the employees at the “All Hands” Meeting.

**RESOLUTION #104**

**MOTION TO APPROVE THE EMPLOYEE HANDBOOK SECTION 2.11**

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

Motion to approve the Employee Handbook section 2.11.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**RESOLUTION #105**

**MOTION TO ESTABLISH THE CREATION OF THE TOWN OF CLARKSON WATER IMPROVEMENT BENEFIT AREA #1**

Introduced by Councilperson Culhane

Seconded by Councilperson Zink

Motion to establish the creation of the Town of Clarkson Water Benefit Area #1.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**3-14-2023**

**RESOLUTION #106**

**ACKNOWLEDGE RECEIPT OF SUPERVISOR’S FEBRUARY FINANCIAL REPORT**

Introduced by Councilperson Guarino

Seconded by Councilperson Zink

Acknowledge receipt of Supervisor’s February Financial Report.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**Spectrum** – Supervisor Filipowicz discussed the need for an upgrade to our phone systems for Town Hall, highway and the Courthouse. This upgrade would result in higher quality and better technology.

**RESOLUTION #107**

**MOTION TO PROCEED WITH THE SPECTRUM UPGRADE QUOTE**

Introduced by Councilperson Zink

Seconded by Councilperson Culhane

Motion to proceed with the Spectrum upgrade quote.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**Security Cameras** – Councilperson Guarino and Courtney Miller visited with the Town of Sweden to view their security camera placement and day to day operation. Both felt the equipment was excellent. Discussion regarding how many cameras to purchase for the town ensued. Packets were handed out to the board members with options of types of cameras.

**OLD BUSINESS**

**RESOLUTION #108**

**MOTION FOR THE PURCHASE OF SECURITY CAMERAS**

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

Motion not to exceed $5270.01 for the purchase of security cameras from Pinpoint.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**Payroll Systems –** Tabled.

**Supervisors Report**

**All Hands Meeting** – was held on March 2. Leadership Logic attended the meeting and collectively the staff discussed and approved proposed changes to Section 2.11 of the Employee Handbook.

**WIBA#1** – Vote was held on March 6 and the district vote was approve 98-51. The project will move forward. Thanks to Dick Olson and Courtney Miller for coordinating all aspects of the vote.

**Solar Eclipse** – meeting was held on March 8 at SUNY Brockport. Focus was on programming and involvement surrounding the campus. MC County Legislator Jackie Smith is coordinating a future meeting with State and County DOT, Monroe Ambulance, Brockport Fire Department, MC Sheriff’s and NYS Police to attempt a coordinated review of traffic for April 2024.

**3-14-2023**

**Town Board Reports**

**All Hands Monthly Meeting –** Councilperson Guarino will be hosting the upcoming meeting on Thursday, March 23.

**Zoning Code** – Councilperson Zink advised she has an upcoming meeting and updates continue on the zoning codes to match the comprehensive plan.

**Good Neighbor Days** – Councilperson Zink advised she is continuing to work on the event details for entertainment, fireworks and logistics.

**DISC Assessment –** Councilperson Culhane advised that he has worked with a few more employees with their personal assessment. His goal is to discuss employee styles and potential growth within their jobs.

**Building Inspectors Report** – Kevin Moore advised he is currently attending training for his state certifications. He has sent out code violation letters to residents and permit applications are starting to pick up.

**Town Clerk Report –** Susanadvised of an upcoming Rabies Clinic scheduled for Thursday, May 4 from 5:30p – 7:30p at the Hamlin Library. Any board members wishing to volunteer, please advise. Shred day will be announced soon, and we can anticipate a June date. Deputy Town Clerk Stacey Yanklowski has completed her Notary Public course and will be taking her test soon. We have collected $5.5 million in taxes of the $6.3 million needed.

**Superintendent Report –** Highway Foreman Mike Farrell spoke about his attendance at Advocacy Day in Albany. Many of the towns were requesting an increase of $200 million in CHIPS funding and $70 million for extreme winter weather recovery for local towns through-out the state. Local towns are responsible for 25% of all state roads across New York. He advised that Clarkson is 300 tons away from our minimum in salt. He mentioned highway is working on clearing out dead trees in the back fields near Hafner Park. The guys have been able to catch up with their annual training. Councilperson Zink inquired about the dip in the road on Ridge Road between Redman and Drake Roads and how it appears to be sinking. He advised that low spot is from snowmobile crossing and he would contact the state, as it is a state road, regarding the need to fix the area.

**RESOLUTION #109**

**APPROVE MINUTES 2-28-2023**

Introduced by Councilperson Zink

Seconded by Councilperson Culhane

To approve minutes from 2-28-2023.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**RESOLUTION #110**

 **AUDIT 3-14-2023**

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

To authorize payment of audit 3-14-2023 totaling $112,025.09 AA General $10,696.16,

BB General- Outside Village $1,254.70, DA Highway - Town Wide $69,657.91, DA Highway – Outside Village $1,995.08, HH- Capital Projects $24,551.75, SL – Lighting $3,735.20, SS – Sewer $83.89, TA – Agency $50.40 and Distribution of checks: Joint Checking #0003239-0003273 and Trust and Agency #0006285.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**3-14-2023**

**RESOLUTION #111**

**MOTION TO ENTER INTO EXECUTIVE SESSION FOR A PERSONEL MATTER AND PER TOWN ATTORNEY REQUEST**

Introduced by Councilperson Zink

Seconded by Councilperson Culhane

Motion to enter into executive session for a personnel matter related to the appointment, promotion, demotion, discipline or removal of a particular person or corporation under section 105F.

**Whereas**, Section 108(3) of the Public Officers Law exempts "any matter made

confidential by federal or state law" from the provisions of the Open Meetings Law; and **Whereas**, Section 4503 of the New York State Civil Practice Law and Rules provides for confidential and privileged communications between an attorney and his or her client in the course of professional employment; and

**Whereas**, the Town Attorney has requested the opportunity to discuss legal matters with his client, the Town Board;

**Now, therefore**, be it resolved

That the Town Board enter into a private session with its attorney to discuss legal matters at 6:45 PM.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**RESOLUTION #112**

**MOTION TO EXIT OUT OF EXECUTIVE SESSION**

Introduced by Councilperson Zink

Seconded by Councilperson Culhane

Motion to exit out of executive session at 7:10 PM.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

**RESOLUTION #113**

**MOTION TO ADJOURN**

Introduced by Councilperson Culhane

Seconded by Councilperson Guarino

Motion to adjourn at 7:11 PM.

VOTE OF THE BOARD

AYES: Supervisor Filipowicz, Councilpersons Culhane, Guarino and Zink

ABSENT: D’Amuro

NAYES: None

Respectfully submitted,

Susan Henshaw

Town Clerk

Approved 3-28-2023