

TOWN OF CLARKSON
TOWN BOARD MEETING
June 24, 2025

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, June 24, 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
Thomas Guarino	Councilperson
Sharon Mattison	Councilperson
Susan Henshaw	Town Clerk
Robert Viscardi	Highway Superintendent
Keith O’Toole	Attorney

Supervisor Liotta opened the meeting. Supervisor Liotta 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.

PRESENTATION

Common Ground Health - Age Friendly Livable Community - Guest speaker Melissa Wendland mentioned this group has been servicing our community for over 50 years. They are the only health planning agency that has survived over the years in the county. They come together as a joint initiative to support older adults and to ensure they are getting the services they need to feel safe, and needs are met no matter the age. Everyone should have accessibility to buy healthy foods, enjoy public places, and to be able to work or volunteer if they choose. Age Friendly Livable Communities look at those that are 50 and older and are getting close to retirement. The older population want to stay in their communities where they feel safe, comfortable, where they have worked, raised families, voted, and become part of a volunteer program within their community. Common Ground Health works on analysis to supply data to address the health and age of our population and support their well being. We are an aging county and the second oldest in the state. We are planning the future for older adults to learn more about the age-friendly characteristics of each village, town, and city. These communities are in public spaces that have housing, transportation, health services, communication, along with information on engagement and work. New York State is the first state to achieve age friendly designations. By July 7, their priority is to focus on groups of 50 and older and have a comprehensive plan to update and recognize the older aging in the community. The Monroe County Aging Alliance is conducting a Livable Community questionnaire that is available for Monroe County residents that are 50 years of age and older. Information can be found on our counter, lobby and by calling (585) 240-2890 or e-mailing at melissa.wendland@mcagingalliance.org. Melissa looks forward to engaging residents and local government in the near future.

PUBLIC HEARING

Local Law #4-2025-Amending the Town of Clarkson's list of Designated Historic Landmarks-Supervisor Liotta read the legal notice for the public hearing. The proposed local law would include adding 2 addresses after the first Local Law was made in 2024. They are to include 7538 Ridge Road and 2892 Sweden Walker Road.

RESOLUTION #169

INTRODUCTORY LOCAL LAW #4 - 2025 - CLOSE PUBLIC HEARING

Introduced by Councilperson D’Amuro

Seconded by Councilperson Mattison

BE IT RESOLVED AS FOLLOWS:

That the Town Board of the Town of Clarkson closes the public hearing for Introductory Local Law #4 - 2025.

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VOTE OF THE BOARD

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

NAYES: none

RESOLUTION #170

INTRODUCTORY LOCAL LAW #4 - 2025 -- SEQR

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

BE IT RESOLVED AS FOLLOWS:

Section 1. That the Town Board of the Town of Clarkson classifies Introductory Local Law #4 - 2025 as a Type II action under the State Environmental Quality Review Act and 6NYCRR615.5(c)(26) and not subject to review pursuant to SEQRA.

VOTE OF THE BOARD

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

NAYES: none

RESOLUTION #171

INTRODUCTORY LOCAL LAW #4 – 2025—RESOLUTION OF ADOPTION

Amending the Town of Clarkson's list of designated historic landmarks.

Introduced by Councilperson D’Amuro

Seconded by Councilperson Mattison

BE IT RESOLVED AS FOLLOWS:

Section 1. That the Town Board of the Town of Clarkson adopts Introductory Local Law #4 of 2025 entitled “A local law amending the Town of Clarkson's list of designated historic landmarks” to include: 7538 Ridge Road and 2892 Sweden Walker Road.

Section 2. That upon its authority and discretion as a legislative body and that upon review and consideration of the full record before it, including the recommendation of the Town of Clarkson’s Historic Preservation Commission, the Town Board has determined that the list of properties recommended for designation as landmarks meet the criteria for designation as landmarks as described in section 11 of local law No. 2 of the year 2023 and are deserving of protection.

Section 3. That upon filing with the Secretary of State, the Town Clerk is authorized to assign a final “Local Law” number so that the Local Law is filed in numerical sequence as required by law. An appropriate entry to this effect shall be made by the Town Clerk in the Clerk’s records.in the Clerk’s records.

VOTE OF THE BOARD

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

NAYES: none

OLD BUSINESS

2025 Non-Agricultural Nonpoint Source MS4 Stormwater Mapping Grant- Supervisor Liotta mentioned that the grant is for a maximum of \$75k. The Town Board does agree that they will provide a 10% contribution.

RESOLUTION#172

Town of Clarkson

To Approve Support & Authorization for the Town of Clarkson

2025 Non-Agricultural Nonpoint Source MS4 Stormwater Mapping Grant

Introduced by Councilperson Culhane

Seconded by Councilperson Guarino

WHEREAS, the Town of Clarkson, Monroe County, supports the submission of a 2025 Consolidated Funding Application (CFA) on behalf of the Town, for the Non-Agricultural Nonpoint Source MS4 Mapping Grant to complete comprehensive stormwater mapping; and

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WHEREAS, the New York State Department of Environmental Conservation (DEC) provides a competitive statewide grant program to assist in completing stormwater mapping; and

WHEREAS, the Town of Clarkson considers this project a priority to address changing MS4 General Permit requirements; and

NOW THEREFORE BE IT RESOLVED, the Town Board, on behalf of the Town, identifies the Supervisor as the authorized representative for the project, able to execute necessary documents relative to and as required for this application; and

BE IT FURTHER RESOLVED, the Town Board does hereby accept that they shall provide at least a 10% match of the total of any grant funding awarded as a local match in the form of in-kind services or cash contributions hereby appropriated and obligated from the Town of Clarkson General Fund; and

BE IT FURTHER RESOLVED, that the Town of Clarkson recognizes and fully supports the submission of the CFA for a Non-Agricultural Nonpoint Source MS4 Stormwater Mapping Grant by MRB Group to complete stormwater mapping.

VOTE OF THE BOARD

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

NAYES none

RESOLUTION #173

**TOWN OF CLARKSON TOWN BOARD TO APPROVE
NYS DEC NPS MS4 MAPPING PROJECT PLANNING STUDY**

SEQR RESOLUTION – TYPE II ACTION

Introduced by Councilperson Guarino

Seconded by Councilperson Mattison

WHEREAS, the Town of Clarkson Town Board, (hereinafter referred to as The Board) is considering completing an application through the New York State Consolidated Funding Application (CFA) under New York State Department of Environmental Conservation (DEC), for the preparation of MS4 Mapping; and

NOW, THEREFORE, BE IT RESOLVED THAT, the Board does hereby classify the above referenced Action to be a Type II Action under Section 617.5 (c)[23] of the State Environmental Quality Review (SEQR) Regulations; and

BE IT FURTHER RESOLVED THAT, Type II Actions are not subject to further review under Part 617 of the SEQR Regulations; and

BE IT FINALLY RESOLVED THAT, the Board in making this classification has satisfied the procedural requirements under SEQR and directs this Resolution to be placed in the file on this Action

VOTE OF THE BOARD

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

NAYS: none

NEW BUSINESS

Seymour Library- Supervisor Liotta mentioned Councilperson Thomas Guarino agreed to be appointed as the library liaison after the passing of Councilperson Evan Wexler.

2025-6-24

RESOLUTION #174
APPOINTMENT OF LIAISON FROM TOWN BOARD TO SEYMOUR
LIBRARY BOARD OF TRUSTEES

Introduced by Councilperson D'Amuro

Seconded by Councilperson Mattison

Whereas, the joint operating agreement for the Seymour Library authorizes the Town of Clarkson to appoint a member of the Town Board to serve as a liaison to the Seymour Library Board of Trustees; and

Whereas, the Town Board wishes to avail itself of this opportunity;

Whereas, Town Board member Tom Guarino has agreed to serve as liaison.

BE IT RESOLVED AS FOLLOWS:

Section 1. That Tom Guarino of the Town Board of the Town of Clarkson, New York, be and is hereby appointed as the Town Board's liaison to the Seymour Library Board of Trustees.

Section 2. That this resolution shall take effect immediately.

VOTE OF THE BOARD

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

NAYES: none

RESOLUTION #175
TO AUTHORIZE 1 YEAR MERIT INCREASE FOR THE DEPUTY TOWN
CLERK CARLA WARD

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

To authorize a 1-year merit increase for the Deputy Town Clerk Carla Ward from Clerk II, Step 15 at \$20.94/hour to Clerk II, Step 17 at \$21.57/hour effective July 8, 2025.

VOTE OF THE BOARD

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

NAYS: none

RESOLUTION #176
MOTION TO APPROVE MERIT INCREASE FOR HIGHWAY EMPLOYEE
MICHAEL BARTEK

Introduced by Councilperson Culhane

Seconded by Councilperson Mattison

Motion to approve merit increase for highway employee Michael Bartek from MEO step 11 @ \$26.50/hr to MEO step 13 @ \$27.30/hr effective immediately.

VOTE OF THE BOARD

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

NAYS: none

Supervisor Liotta would like to mention that this will complete Michael Bartek's 2.5 years of service.

RESOLUTION #177
MOTION TO APPROVE HIGHWAY FOREMAN MICHAEL FARRELL WITH
80 HOURS OF VACATION ROLLOVER

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

Motion to approve Highway Foreman Michael Farrell with 80 hours of vacation rollover.

VOTE OF THE BOARD

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

NAYS: none

Supervisor Liotta stated that on your anniversary date, an employee is allowed to rollover a maximum of 80 vacation hours from the previous year.

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Supervisors Report

WIBA#1 - On June 11, we were given the 3-month WIBA update by Scott Mattison, MRB Engineer. The update was printed in the Westside News on June 15 and made available on our website as well as in our foyer. This morning, a 2-week update meeting was held. Pilon Construction is continuing to make progress on Ireland Road.

All Hands-on Deck Meeting - Councilperson Culhane mentioned it was great to see everyone. The meeting was productive, and we played a little Clarkson trivia amongst employees.

Remote Access Lodges- Councilperson Culhane received the keyless access quotes in lieu of a key for the lodges. He will prepare both sets of quotes and send information to the board members for review.

RESOLUTION #178

MOTION TO APPROVE 6-10-2025 MEETING MINUTES

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

Motion to approve 6-10-2025 meeting minutes.

VOTE OF THE BOARD

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

NAYES: none

RESOLUTION #179

AUDIT 6-10-2025

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

To authorize payment of audit 6-10-2025 totaling \$39,815.23, AA General \$7,678.16, BB General- Outside Village \$4,873.99, DA Highway– Town Wide \$18,501.34, DB-Highway– Outside Village \$5,894.52, SS – Sewer \$2,867.22. Distribution of checks: Joint Checking #5564-5590.

VOTE OF THE BOARD

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

NAYES: none

RESOLUTION #180

MOTION TO ENTER INTO EXECUTIVE SESSION

Introduced by Councilperson Guarino

Seconded by Councilperson Mattison

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 6:45 PM.

VOTE OF THE BOARD

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

NAYES: none

RESOLUTION #181

MOTION TO EXIT OUT OF EXECUTIVE SESSION

Introduced by Supervisor Liotta

Seconded by Councilperson Guarino

Motion to exit out of Executive Session at 7:45 PM.

VOTE OF THE BOARD

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

NAYES: none

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RESOLUTION #182
MOTION TO ADJOURN

Introduced by Councilperson D’Amuro

Seconded by Councilperson Culhane

Motion to adjourn at 7:46 P.M.

VOTE OF THE BOARD

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

NAYES: none

Respectfully submitted,

Susan Henshaw

Town Clerk

DRAFT