

TOWN OF CLARKSON  
TOWN BOARD MEETING  
July 8, 2025

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

**HISTORICAL MOMENTS**

Historian Leanna Hale discussed that through the years, the NYS Troopers have had 3 consecutive sub-stations in Clarkson. One was at the current Brockport School of Dance; a Barber Shop on Ridge Road and the first one was a house at 3770 Lake Road. This home was demolished by a gas explosion back in July 1956 where 4 men were injured. The gas leak was caused by the local DPW crew that hit a natural gas line while digging a pit for a gas tank, just north of the building. The gas seeped into the basement of the home and exploded. Three of the troopers were blown clear of the blast. The 2-story home was eventually leveled and cost \$28,000 to rebuild. She also discussed back in 1931, the local cock fights that were in the area. Twenty-five NYS Troopers raided a party at the Burch Liberty Farm in Brockport. Twenty-nine participants were arrested, along with 19 birds being confiscated. Each participant was charged \$10 by the local judge. Leanna will leave the scrapbook containing both stories on the counter for anyone interested.

**OPEN FORUM**

*Bob Rejewski, 246 Gina Way*, discussed his concern regarding the speed of traffic on Gilmore Road and Gina Way. He advised that many residents walk the neighborhood, many with their dogs. They walk Gina Way to Amy Lane and around the block onto Gilmore Road. He feels Amy Lane tends to be a “racetrack”. That neighborhood has approximately 50 homes. He is suggesting an additional stop sign on the northwest corner of Gina Way and Amy Lane. Councilperson Guarino advised he would contact Mr. Rejewski to further review the concerns. Superintendent Viscardi mentioned there are currently 3 stop signs in that neighborhood but could add additional if needed. It is imperative to make everyone in the vicinity aware of any additional signs through FB and every means possible. Councilperson Culhane mentioned that Clarkson should be receiving a dedicated NYS Sheriff at some time during this summer of 2025.

*Martha Clasquin, 34 Sherwood Drive*, inquired about the new Town Hall development plan. She understands some of the future plans but would like more clarification on a few items and requests the possibility of more community involvement. She wishes to inquire about the funding of the new Town Hall and would like more publicity in the matter. Supervisor Liotta mentions that up-to-date information is noted in the quarterly newsletters. She reviewed the possibility of the current Town Hall becoming the Clarkson Post Office. We await further information from the USPS in the matter. Councilperson D’Amuro reminded all that Hafner Park surveys and the feasibility study were done last summer, along with the public’s opportunity to offer some insight in what they wish the future of Hafner Park to look like.

**2025-07-08**

Martha would like some refreshed feedback on that study, which is also noted on our website. Councilperson D’Amuro advised that Clarkson will continue to own the current town hall building. It is designated a historical landmark and with it being the cornerstone of the Town, it opens up more grant options for the future. It is still early in determining what will be the exact future of the current town hall. Councilperson Culhane briefly mentioned how the feasibility plan discusses the costs of the new town hall and that existing solar money and grants are assisting in securing the funds needed for the future campus at Hafner Park. There is a vision for the park, however, it is still a work in progress. Supervisor Liotta mentioned that the feedback from the residents is very positive and feels that a new building on one campus is a good decision for the future of the town. Further discussion will be shared on our website and newsletters as we work through the plans and design options.

**OLD BUSINESS**

**RESOLUTION #183**  
**AUTHORIZING PAYMENT #9 TO PILON CONSTRUCTION CO., INC. of**  
**\$244,838.89 TOWN OF CLARKSON WATER IMPROVEMENT BENEFIT AREA**  
**NO. 1**

Introduced by Councilperson Mattison  
Seconded by Councilperson D’Amuro

**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 \$244,838.89; and

**WHEREAS**, MRB Group, the Town’s Engineer for this project has reviewed the request and recommended payment in the amount of \$244,838.89; 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 \$244,838.89 should be approved.

**THEREFORE, Now, BE IT RESOLVED**, that the Town Board authorizes the payment of \$244,838.89 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.

**2025-07-08**

**VOTE OF THE BOARD**

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

NAYES: none

**NEW BUSINESS**

**RESOLUTION #184**

**MOTION TO APPROVE DEPUTY TOWN CLERK CARLA WARD WITH 3.5 HOURS OF VACATION ROLLOVER**

Introduced by Councilperson Culhane

Seconded by Councilperson Guarino

Motion to approve Deputy Town Clerk Carla Ward with 3.5 hours of vacation rollover.

**VOTE OF THE BOARD**

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

NAYES: none

**Supervisors Report**

**WIBA#1** -This morning we had the WIBA waterline update meeting. The contractors completed Ireland Road and are moving on to Clarkson Parma Townline Road. The project is 60% completed, and still on track to be in service by 8/31, with clean-up by 10/31. The next update meeting is set for July 22 @ 9:30a.

**Accounting** - We have transitioned to our new financial services company, and they will be preparing our monthly reports starting with June and are becoming acquainted with our record system. They have requested an extension of time to our July 22 meeting to provide us with the report.

**Town Clerks’ Office** - Our Town Clerk, Susan, has provided the town board with her office’s quarterly report for April-June; some of the transactions dovetail with the permits issued by the building department. She also provided the 2025 Town and County Tax Spreadsheet.

**Town Board Reports**

**Broadcast Meetings** – Councilperson D’Amuro discussed the transition from FB to YouTube to broadcast the town board meetings. Anyone can watch using a smart TV, YouTube ap, then share it on FB. This adds another option for viewing the meetings.

**Video Broadcast** – Councilperson D’Amuro discussed his desire to continue making short videos of each of the individual town departments, as compiled 2 years ago of the Highway Department. It is a nice way to promote and share the day-to-day operation of our town.

**Canal Event** – Friday, September 26, the Seneca Chief boat will be arriving on the canal in Clarkson, for the possibility of a quick visit, on its voyage from Medina, then Albion and finally to the Village of Brockport. A request for a visit to Sans Souci Park where we will hold a small event. More information to follow.

**Town Clerk** – Susan Henshaw mentioned she is gathering information for AED emergency units at each of the town’s buildings.

**Building Department** – Supervisor Liotta advised on behalf of Kevin Moore, the following action items:

- |                            |                             |
|----------------------------|-----------------------------|
| 5 Fire/Life safety permits | 11 Code Violations          |
| 1 Operating permit         | 29 Building Permits         |
| 1 Stop work order          | 74 Construction Inspections |

**2025-07-08**

The Planning Board has three Public Hearings scheduled for the July 15 meeting. /\* The Seymour Library is set to discuss the addition of a pavilion. Kevin met with the Director of the Seymour Library and two board members on June 25, to discuss the location of the pergola and town code requirements. Also on the agenda is Section 9 of Clarkson Meadows for an 18-lot subdivision. /\* The Zoning Board had one area variance application for an accessory structure. /\* The 18-month stormwater certification is in progress. This is due by October 1, 2025. This should be completed by the end of August. /\* Kevin is meeting with a developer on vacant land in RS-10 district off Lake Road. /\* Kevin attended the 4-hour Land Use Decision Making training at MCC. The topic “Community for All Ages” was very insightful. Topics covered ranged from comprehensive plans, zoning districts, zoning codes, transportation, locations of services, etc. He also attended the monthly Monroe County Stormwater Coalition meeting as well as the Monroe County Stormwater Education Task group meeting. /\* The annual inspection of the Maple Ridge Mobile Home Park was completed.

**Highway Department** – Superintendent Viscardi advised that the parks crew is getting caught up on trimming and lawn mowing. /\* Several drainage projects are being tended to. /\* The second phase of Lawrence Road work starts tomorrow with chip seal, stone then followed by a third layer of the same. Oil will then be placed as a seal. /\* On July 23, the highway department will assist Monroe County on East Ridge Road in Irondequoit with milling and paving.

**RESOLUTION #185**

**MOTION TO APPROVE 6-24-2025 MEETING MINUTES**

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

Motion to approve 6-24-2025 meeting minutes.

**VOTE OF THE BOARD**

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

NAYES: none

**RESOLUTION #186**

**AUDIT 7-08-2025**

Introduced by Councilperson Mattison

Seconded by Councilperson D’Amuro

To authorize payment of audit 7-08-2025 totaling \$317,489.68 AA General \$31,733.20, BB General- Outside Village \$54.45, DA Highway– Town Wide \$1,687.01, DB-Highway– Outside Village \$1,642.06, HH- Capital Projects \$278,158.40, SL- Lighting \$4,058.77, SS – Sewer \$155.79. Distribution of checks: Joint Checking #5591-5621.

**VOTE OF THE BOARD**

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

NAYES: none

**RESOLUTION #187**

**MOTION TO ADJOURN**

Introduced by Councilperson D’Amuro

Seconded by Councilperson Mattison

Motion to adjourn at 6:37 P.M.

**VOTE OF THE BOARD**

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

NAYES: none

Respectfully submitted,

*Susan Henshaw*  
Town Clerk

Approved 2025-07-22