

This Clarkson Town Board Meeting agenda is in development and as such is not to be construed as complete at the time of its posting.

TOWN BOARD AGENDA

July 22, 2025

6:00 P.M.

PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

OPEN FORUM

OLD BUSINESS

1. Resolution – Authorize Supervisor to execute General Security’s Proposals for installation of remote access security equipment at Goodwin Lodge & Kimball Lodge

NEW BUSINESS

2. Resolution – Approve construction of pavilion at Seymour Library
3. Resolution – Approve 3-yr. merit increase for Kelly Sprague, Asst. to Highway Superintendent
4. Resolution – Approve 1-yr. merit increase for Liam McGuire, Highway MEO
5. Resolution – Approve Supervisor’s financial report for June 2025
6. Resolution – Authorize Supervisor to sign documents to effectuate the USDA bond and grant re: Water Improvement Benefit Area No. 1 (WIBA #1)
7. Resolution – Approve Professional Services Agreement - MRB Group – Ralph C. Wilson Foundation Grant

REPORTS

- Supervisor
- Town Board
- Town Clerk
- Building Inspector
- Attorney
- Highway Superintendent

MINUTES

- 2025-07-08

AUDIT

- \$45,644.67

EXECUTIVE SESSION

MOTION TO ADJOURN

1. RESOLUTION #XXX
Approve General Security's Proposal for Remote Access for Park Lodges

Introduced by Councilperson
Seconded by Councilperson

WHEREAS, in order to provide recreational opportunities to the residents of the Town of Clarkson, the Town authorizes rentals of Goodwin Lodge at Hafner Park (3645 Lake Road) and Kimball Lodge (8000 Ridge Road); and

WHEREAS, in order to reduce the Town's labor costs and to improve security at the Lodges, the Town has solicited proposals to install remote access security equipment along with monthly monitoring services at each of the Lodges; and

WHEREAS, General Security has offered to provide such security equipment and monitoring services to the Town.

BE IT RESOLVED AS FOLLOWS:

Section 1. That the Town Board of the Town of Clarkson authorizes the Supervisor to execute the proposals dated June 13, 2025, from General Security for a one-time charge to install remote access security equipment at Goodwin Lodge and Kimball Lodge, along with a monthly monitoring service at each of the Lodges. The one-time charge for installation and activation is \$1,668.12 for Goodwin Lodge and \$1,590.84 for Kimball Lodge. The monthly monitoring service fee to be \$38 per lodge.

VOTE OF THE BOARD

AYES:

NAYS:

ABSENT:

2. RESOLUTION #XXX

APPROVE CONSTRUCTION OF PAVILION AT SEYMOUR LIBRARY

Introduced by Councilperson

Seconded by Councilperson

WHEREAS, the Town of Clarkson, the Town of Sweden and the Village of Brockport established the Seymour Library under an Inter-Municipal agreement to serve the residents of the three founding communities; and

WHEREAS, demand for library services has increased and the Seymour Library Board of Trustees wishes to erect an outdoor Pavilion on Library property to expand services to the founding communities; and

WHEREAS, the Seymour Library has secured donations to purchase the proposed Pavilion at no cost to the founding communities; and

WHEREAS, the Seymour Library is located within the jurisdiction of the Town of Clarkson and the Pavilion project came before the Town of Clarkson Planning Board for review; and

WHEREAS, the Planning Board approved the project with no further site plan review required; and

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. That the Town Board of the Town of Clarkson, New York, approves the construction the Pavilion on the grounds of the Seymour Library subject to final approval of the Town of Clarkson Building Inspector under the New York State Uniform Fire Prevention and Building Code and the Americans with Disabilities Act (ADA) and other applicable law; and

Section 2. To the extent that labor and equipment is reasonably available, the Superintendent of Highways is authorized to assist with the installation of the crushed stone pad for the Pavilion and related site work; and

Section 3. That this resolution shall take effect immediately.

VOTE OF THE BOARD

AYES:

NAYS:

ABSENT:

3. RESOLUTION #XXX
AUTHORIZE 3-YEAR MERIT/STEP INCREASE FOR THE ASSISTANT TO HIGHWAY
SUPERINTENDENT KELLY SPRAGUE

Introduced by Councilperson

Seconded by Councilperson

To authorize a merit/step increase for the Assistant to Highway Superintendent Kelly Sprague from Clerk 1, Step 14 at \$25.90/hour to Clerk 1, Step 16 at \$26.68/hour effective August 8, 2025.

VOTE OF THE BOARD

AYES:

NAYS:

4. RESOLUTION #XXX
MOTION TO APPROVE MERIT INCREASE OF 1-YEAR ANNIVERSARY REVIEW AND
PROBATIONARY PERIOD FOR HIGHWAY EMPLOYEE LIAM MCGUIRE

Introduced by Councilperson

Seconded by Councilperson

Motion to approve merit increase of 1-year anniversary review and probationary period for highway employee Liam McGuire, from MEO step 2 @ \$23.18/hr. to MEO, Step 4 @ \$23.88/hr. effective 8/05/25.

VOTE OF THE BOARD

AYES:

NAYES:

5. RESOLUTION #XXX
ACKNOWLEDGE RECEIPT OF SUPERVISOR'S JUNE FINANCIAL REPORT

Introduced by Councilperson

Seconded by Councilperson

Acknowledge receipt of Supervisor's June Financial Report.

VOTE OF THE BOARD

AYES:

NAYES:

ABSENT:

6. RESOLUTION #XXX
RESOLUTION AUTHORIZING SUPERVISOR TO SIGN DOCUMENTS NECESSARY TO
EFFECTUATE USDA BOND AND GRANT
TOWN OF CLARKSON WATER IMPROVEMENT BENEFIT AREA NO. 1

Introduced by Councilperson

Seconded by Councilperson

WHEREAS, on March 14, 2023 this Board authorized the creation of the Town of Clarkson Water Improvement Benefit Area No. 1 (WIBA No 1); and

WHEREAS, the funds for the construction of WIBA No. 1 are being provided by a USDA 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 issued \$4,700,000.00 in Bond Anticipation Notes to Greene County Commercial Bank; and

WHEREAS, the construction of WIBA No 1. has progressed such that the proceeds of the Bond Anticipation Notes will be exhausted; and

WHEREAS, this will allow the Town to issue the bond to the USDA, using the proceeds to pay off the Bond Anticipation Notes, and to receive the grant funds in accordance with USDA Rural Development rules and regulation; and

WHEREAS, this Board, by Bond Resolution made on March 28, 2023 authorized the sale and issuance of the Bonds;

THEREFORE, Now, BE IT RESOLVED, that the Town Board authorizes the Supervisor and the Town Clerk to sign any and all documents necessary to sell and issue the bonds and to receive the proceeds of the USDA grant; and be it

FURTHER RESOLVED, that prior to signing, such documents shall be first reviewed and approved by Richard J. Olson, the Town's Attorney assigned to WIBA No. 1; and be it

FURTHER RESOLVED, that this Resolution take effect immediately.

VOTE OF THE BOARD

AYES:

NAYS:

ABSENT:

7. RESOLUTION # XXX
Approve Professional Services Agreement– MRB Group
Ralph C. Wilson Foundation Grant

Introduced by Councilperson
Seconded by Councilperson

WHEREAS, the Town wishes to retain the services of a professional services provider to prepare a grant application for the Ralph C. Wilson Foundation Grant relating to the development of Hafner Park; 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 prepare a grant application for the Ralph C. Wilson Foundation Grant relating to the development of Hafner Park. Initial services to be performed at a cost of \$2,500. Additional related services to be billed on a personnel time-charge basis as required.

VOTE OF THE BOARD

AYES:

NAYS:

ABSENT: