

TOWN OF CLARKSON
TOWN BOARD MEETING
October 14, 2025

The Town Board of the Town of Clarkson held their regular meeting on Tuesday, October 14, 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.

OPEN FORUM

Tammy Baker, Town Assessor, mentioned the last reassessment in Clarkson was done in 2023. Due to the housing market instability, the town lost substantial taxable revenue as the equalization rate dropped from 96% in 2024 to 84% in 2025. \$965,026 was lost from special franchises and \$1,798,049 from lost utility values. If a reassessment is not done in 2026, the equalization rate may drop to 75% or less, which would affect the exemption amounts, as well as state aid. Tammy feels an update will be an increase of 30% - 40%. She offered numerous examples of the discrepancy between the values of recently sold homes, vacant land and commercial properties vs. their assessed value. It has been 3 years in a row of double-digit trends. If Clarkson had done a reassessment update this year the school tax rate would have been approx. \$16.00 per \$1,000 instead of \$19.00 per \$1,000. Residents noticed the difference in their veterans, first responders and STAR exemptions as all gets multiplied by the equalization rate. Tammy would like to hold a public hearing to explain to the residents why a reassessment is needed to get the town at 100% equalization rate once again. She further advises that she takes directives from NYS on her market analysis and valid sales ratios. If the town board wishes to go forward with the update, the impact notices will go out to residents by March 1, showing potential tax increase amounts and property assessed values. Further discussion ensued on future reassessment options.

OLD BUSINESS

RESOLUTION #239
AUTHORIZING PAYMENT #12 TO PILON CONSTRUCTION CO., INC.
of \$421,280.16 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 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 \$2,955,000.00; and

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WHEREAS, the Town has fully expended the proceeds from the \$4,700,000.00 bond and will now use the USDA grant money to pay the remainder of the funds for the project.

WHEREAS, Pilon has requested a progress payment in the amount of \$421,280.16; and

WHEREAS, MRB Group, the Town's Engineer for this project has reviewed the request and recommended payment in the amount of \$421,280.16; 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 \$421,280.16 should be approved; and

WHEREAS, in accordance with the contract, this payment to Pilon Construction Co., Inc., may be payable before grant funds are received from USDA requiring the Town to advance funds to WIBA No. 1; and

WHEREAS, the Town Board authorizes these advances to WIBA No. 1 until grant funds are received; and

WHEREAS, the Town Board has determined the WIBA No. 1 shall be charged interest on the advances at the same rate as the Town receives from NYCLASS;

THEREFORE, Now, BE IT RESOLVED, that the Town Board authorizes the payment of \$421,280.16 to Pilon Construction Co., Inc.; and be it

FURTHER RESOLVED, that any funds advanced to WIBA No. 1 from the Town which are required to be paid from the General Fund, shall bear interest at the rate the Town receives on NYCLASS deposits, and are to be an expense of WIBA in connection with this project; and be it

FURTHER RESOLVED, that this Resolution take effect immediately.

VOTE OF THE BOARD

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

NAYS: none

NEW BUSINESS

RESOLUTION #240

**SETTING THE RATE OF INTEREST FOR WIBA #1 PAYMENTS MADE
DURING UNAVAILABILITY OF USDA GRANT FUNDS-TOWN OF CLARKSON
WATER IMPROVEMENT BENEFIT AREA NO. 1**

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

WHEREAS, the Town of Clarkson is in the process of completing the construction 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 bond in the amount of \$4,700,000.00 and a grant from USDA Rural Development in the amount of \$2,955,000.00; and

WHEREAS, the Town has fully expended the proceeds from the \$4,700,000.00 bond and will now use the USDA grant money to pay the remainder of the funds for the project; and

WHEREAS, due to the Federal Government shutdown, the Town has been informed that the USDA grant payments will likely be delayed; and

WHEREAS, the Town is contractually obligated to pay Pilon Construction, MRB Group, Richard J. Olson Esq. and others for the materials and services provided in connection with the completion of WIBA No. 1; and

WHEREAS, the Town Board authorizes these advances for WIBA No. 1 until grant funds are received; and

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WHEREAS, the Town Board has determined the WIBA No. 1 shall be charged interest on the advances at the same rate as the Town receives from NYCLASS;

NOW, THEREFORE, BE IT RESOLVED, that any funds advanced for WIBA No. 1 from the Town which are required pursuant to contract, are to be paid from the General Fund and shall bear interest at the rate the Town receives on NYCLASS deposits, and shall be considered an expense of WIBA No. 1 in connection with this project; and be it

FURTHER RESOLVED, that this Resolution take effect immediately.

VOTE OF THE BOARD

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

NAYS: none

RESOLUTION #241

MOTION TO ACCEPT THE 2026 TENTATIVE BUDGET

Introduced by Councilperson D’Amuro

Seconded by Councilperson Mattison

Motion to Accept the 2026 Tentative Budget.

VOTE OF THE BOARD

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

NAYS: none

RESOLUTION #242

SCHEDULE PUBLIC HEARING FOR PROPOSED LOCAL LAW:

INTRODUCTORY LOCAL LAW #7 of 2025

A Local Law to provide for an Override of the Real Property Tax

Levy Limit for Fiscal Year 2026.

Introduced by Councilperson Culhane

Seconded by Councilperson Guarino

WHEREAS, the Town Board has before it proposed Introductory Local Law #7 of 2025

which would authorize an override of the real property tax levy limit found in NYS General Municipal Law Section 3-c (5) for the year 2026; and

WHEREAS, in order to adopt said Local Law, the Town Board of the Town of Clarkson is required to hold and conduct a public hearing thereon;

NOW, THEREFORE, BE IT RESOLVED:

SECTION 1. That the Town Board of the Town of Clarkson shall hold and conduct a Public Hearing on the 28th day of October, 2025, at 6:00 p.m. at the Town Hall, 3710 Lake Road, Town of Clarkson, New York, 14430 to consider the changes which are contained in the Local Law; at which Public Hearing all interested persons will be heard concerning the subject matter thereof.

SECTION 2. That the Town Clerk shall cause due notice of such public hearing to be published as required by law.

VOTE OF THE BOARD

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

NAYS: none

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RESOLUTION #243
MOTION TO APPROVE MERIT INCREASE FOR HIGHWAY
WORKING FOREMAN JESSE CROSS

Introduced by Councilperson Mattison

Seconded by Councilperson D’Amuro

Motion to approve employee merit increase for highway employee Jesse Cross from Working Foreman, Step 19 @ \$34.10 per/hr. to Working Foreman Step 20 @ \$34.61 per/hr. effective 09/25/2025.

VOTE OF THE BOARD

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

NAYES: none

RESOLUTION #244
APPROVE EMERGENCY ENCLOSURE OF AN UNSAFE BUILDING

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

WHEREAS, there was a fire at property known as 4214 Redman Road in the Town of Clarkson and the Deputy Building Inspector/Code Enforcement Officer/Fire Marshal reports that the fire created dangerous conditions on the property which require immediate action to address; and

WHEREAS, the Deputy Building Inspector/Code Enforcement Officer/Fire Marshal has petitioned the Town Board, on an emergency basis, to retain a contractor to “board up” and otherwise secure the property at 4214 Redman Road

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

Section 1. That the Town Board finds that an emergency exists, and it approves and authorizes the Deputy Building Inspector to immediately cause repairs to the unsafe building at 4214 Redman Road by retaining the services of Emergency Enclosures Inc. to enclose the windows, doors and other relevant openings of said unsafe building in order to secure the premises; and

Section 2. That the expenses of such repairs shall be a charge against the land on which it is located and shall be assessed, levied and collected as provided in Town Code Section 48-12.

Section 3. That this resolution shall take effect immediately

VOTE OF THE BOARD

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

NAYES: none

Supervisor Liotta asked Attorney O’Toole if the insurance company will be picking up the expenses on the repairs of the property. Attorney O’Toole stated he was not certain as he had not received any notices. Chad Fabry Deputy Building Inspector/CEO has been in contact with the owner and insurance company on bills from Emergency Enclosure. Tammy Baker will check with the county on a deadline for the expenses to be added to property taxes.

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RESOLUTION #245
ACKNOWLEDGE RECEIPT OF SUPERVISOR’S SEPTEMBER
FINANCIAL REPORT

Introduced by Councilperson Guarino
Seconded by Councilperson Mattison
Acknowledge receipt of Supervisor’s September Financial Report.

VOTE OF THE BOARD

AYES: Supervisor Liotta, Councilpersons Culhane, D’Amuro, Guarino and Mattison
NAYES: none

Supervisors Report

Culverts – On September 19, we received an email stating that NYSDOT Region 4 is replacing and rehabilitating various culverts within its seven counties for its Culvert Resiliency on State Systems (CRoSS) Program. This Program consists of 10 projects and 69 Culverts with anticipated construction to occur from 2025 through the end of 2030.

CIN	PIN	NYSDOT Route	Town/Village	Traffic Impacts	Anticipated Construction Year	School District
C440017	4LC1.04	19 S of Lawton	Clarkson	3.Detour 6-10 wks.	2027-2029	BCSD
C460026	4LC2.02	272	Clarkson	1.Detour 4 wks.	2025-2026	KCSD
C440058	4LC2.04	104 between LandPro & MapleRidge	Clarkson	2.Detour 20 days	2026-2027	BCSD

Canal Event – On September 26, the Erie Canal event awaiting the arrival of the Seneca Chief was held. It was a good time with great music and good food. Assemblyman Steve Hawley presented us with a NYS Assembly Citation to commemorate the event. Thanks to Leanna Hale, Town Historian, Nick D’Amuro, and the Historic Commission for organizing the afternoon. We still have shirts available at town hall for \$5 each.

WIBA #1 – On September 30 and October 14, WIBA update meetings were held. Letters were recently mailed to residents in the water district who had not yet signed up for an account with the Monroe County Water Authority, whether they wished to connect for service at this time or not. The cost savings to sign up now is significant, and many residents have done so. As of today, the project is now 88% complete.

Hurricane IT – On October 1, Tammy and I had a meeting with Hurricane, our IT company for a status report of the town’s computer equipment. They have a 5-year plan for the town that is proactive, not reactive, so we can plan for some upgrades in 2026 as part of the proposed budget.

NYS Deferred Comp – On October 8, Mark Wallace, with NYS Deferred Compensation, met with all employees to discuss the benefits of enrolling in its program.

Pre Development – On October 7, a pre-development meeting was held for a gas station/convenience store in place of Sal’s College Service. A plan submission to the Historical Commission and the Planning Board is expected.

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Hafner Park – On October 10, we sent letters to Assemblyman Hawley, Senator Ortt, and Congressman Morelle, in our search for funding for the Hafner Park improvements project.

East Ave Sidewalk - In mid-September, MRB Group advised that they submitted the East Avenue sidewalk plans to Monroe County Department of Transportation. MRB received their response and were working to address MCDOT's comments.

Town Clerk's Office – Submitted its report of revenue activity for July – September, as well as a status report for school tax collection to date.

Town Board Reports

Erie Canal Bicentennial Event - Councilperson D'Amuro thanked everyone who came out to help with the event. It was a first for the Historic Commission.

Seymour Library - Councilperson Guarino mentioned he will be attending the meeting tomorrow. The Pavilion is expected to arrive on October 16, with more information to follow. Thanks to Highway Superintendent Viscardi and crew for clearing the land for the pavilion. Dave Virgilio mentioned he attended the Afterhours with Star gazing event on October 4, and it was a great time.

Town Clerk- Susan Henshaw mentioned she has collected about 85% of school taxes with about \$855k left to collect at this time.

Highway Department – Superintendent Viscardi mentioned the county project at East Ridge Road is complete. There is one last small milling and paving project for the county on the east side of the city in the future. /* Patching of the town roads is still upcoming. /* The new salt tent walls are up, and the old tent is coming down. It will take a few weeks to complete. /* New playground equipment arrived for Sans Souci Park today. /* The last of the multigolf equipment has arrived. They will begin preparations for the course at Kimball Park in November. /* Brush pick-up starts October 20. Junk days are October 24-25. /* The new roll-off truck seems to be working well. Discussion on the grants for upgrades to the transfer station was had.

RESOLUTION #246

MOTION TO APPROVE 9-23-2025 MEETING MINUTES

Introduced by Councilperson Culhane

Seconded by Councilperson Guarino

Motion to approve 9-23-2025 meeting minutes.

VOTE OF THE BOARD

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

NAYS: none

RESOLUTION #247

AUDIT 10-14-2025

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

To authorize payment of audit 10-14-2025 totaling \$543,699.34; AA- General \$26,572.73, BB- General Outside Village \$2,604.31, DA-Highway Town Wide \$21,818.43, DB-Highway Outside Village \$4,014.39, HH-Capital Projects \$483,821.83, SL-Lighting \$4,798.13, SS- Sewer \$69.52. Distribution of checks: Joint Checking #5808-5858.

VOTE OF THE BOARD

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

NAYES: none

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BUDGET DISCUSSION

Supervisor Liotta discussed being over tax cap and how several towns within the county are in the same situation. The major contributing factors are the new waterline, sewer lining upgrades on Sherwood and Valley View Drives and Lighting Districts. Each of these distinct areas noted will be allocated to those residents they affect. The board does not wish to take money out of reserve to pay for the above factors. That would be unfair to all residents. Laura Landers, Town Accountant, will continue to assist the board members on the 2026 budget and tax cap concerns.

RESOLUTION #248

**A MOTION TO SCHEDULE PUBLIC HEARING TO ACCEPT THE
PRELIMINARY 2026 BUDGET FOR OCTOBER 28, 2025-TOWN OF
CLARKSON**

Introduced by Councilperson Mattison

Seconded by Councilperson D'Amuro

A motion to schedule a Public Hearing to accept the Preliminary 2026 Budget for October 28, 2025.

VOTE OF THE BOARD

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

NAYES: none

RESOLUTION #249

MOTION TO ADJOURN

Introduced by Councilperson D'Amuro

Seconded by Councilperson Mattison

Motion to adjourn at 7:07 P.M.

VOTE OF THE BOARD

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

NAYES: none

RESOLUTION #250

MOTION TO RE-OPEN THE 2025-10-14 TOWN BOARD MEETING

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

Motion to adjourn at 7:18 P.M.

VOTE OF THE BOARD

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

NAYES: none

ABSENT: Councilperson Mattison

RESOLUTION #251

**MOTION TO VACATE THE ABOVE RESOLUTION #248 TO SCHEDULE
PUBLIC HEARING TO ACCEPT THE PRELIMINARY 2026 BUDGET FOR
OCTOBER 28, 2025**

Introduced by Supervisor Liotta

Seconded by Councilperson Guarino

Motion to vacate the above Resolution #248 to schedule Public Hearing to accept the Preliminary 2026 Budget for October 28, 2025.

VOTE OF THE BOARD

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

NAYES: none

ABSENT: Councilperson Mattison

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RESOLUTION #252
MOTION TO ADJOURN

Introduced by Councilperson Guarino

Seconded by Councilperson Culhane

Motion to adjourn at 7:20 P.M.

VOTE OF THE BOARD

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

NAYES: none

ABSENT: Councilperson Mattison

Respectfully submitted,

Susan Henshaw

Town Clerk

Approved 10-28-2025