

**Town of Middlesex
Regular Meeting
May 12, 2022**

Present: David Adam, Supervisor
Leon Button, Councilman
Austin Liddiard, Councilman
Paul Mitchell, Councilman

Also Present: Todd Conaway, Highway Superintendent
Patrick Grimaldi, Assessor
Dawn Kane, Code Enforcement Officer
Bruce St. Lawrence, Project Manager

Recording Secretary: Lynnette Miller, Clerk

Call to Order & Pledge

Supervisor Adam called the meeting to order at 7:00 p.m. at the Town Hall, 1216 State Route 245, Middlesex. He led the Pledge of Allegiance.

Public Comments - none

Approval of Minutes

Supervisor Adam asked the Board for comments or corrections to the minutes from the April 14, 2022 regular meeting. There were none. On a motion by Councilman Button, seconded by Councilman Liddiard, the minutes were approved.

*All in favor; none opposed. Motion carried.

Assessor – Pat Grimaldi

- The tentative assessment roll is complete.
- The Board of Assessment Review will meet May 26, 2022 at the Town Hall from 4-8:00 p.m.

Library –

- Supervisor Adam reported that extra books were moved to the cold storage barn. The Library Director Beth Garlock and the Library Board of Directors will be sorting them before Clean-Up Days. He thanked Superintendent Conaway for the help getting books moved and old files taken out of the back office.
- It was also reported that Code Officer Kane, who is a member of the Library Board of Directors is looking into the condition of the small room downstairs off the library office. This room is historically damp and its availability for storage is in question.

Highway/Buildings/Grounds – Todd Conaway

- Town Hall gutters/downspouts – Superintendent Conaway gave an explanation of the work completed. An underground drainage pipe had collapsed at the waterline into the fire department and at a second spot. Code Officer Kane will look into getting a quote to repair the brick on the corner of the building. She will also get a quote for gutters.
- The 2014 grader is back after repairs. The invoice was less than expected, identifying work done with no explanation of why. The grader has been being used this week and it is working fine.
- All Town equipment seems to be in working order.
- The side windows on the CAT excavator need to be replaced due to cloudiness/distortion. There is an invoice to be signed tonight.

Presentations – none

Code Enforcement Officer – Dawn Kane

- There are currently six new homes being built in the Town; five on South Lake Rd., one on East Lake Rd. Also, there is a significant amount of remodeling, sheds being built and pools installed.
- Eight letters were recently sent to Town residents regarding clean-up needed at their property. For each of them, a complaint had been made to the Town's Code Enforcement Office. The Board members were copied in on the letters and copies were given to Board members this evening. The letter states that they have 30 days to respond with a plan. After 60 days the Town Attorney will be contacted.
- Regarding the Vine Valley Beach, the docks are in. The beach looks good. Four lifeguards have been hired. Dawn is hopeful to hire more. The beach will open part-time on Friday, Saturdays, Sundays & Monday holidays. The beach will be open for Memorial Day weekend.

Planning Board –

- Code Officer Kane reported that newly appointed Co-Chair Case Smeek conducted his first meeting of the Planning Board in May. The Planning Board had a full agenda with some difficult projects.

ZBA –

- Code Officer Kane reported on the Spelman project at Overackers Cemetery.

Water District –

- Supervisor Adam reported on a waterline break recently on Route 245 near the bottom of Pierce Hill Rd.

Historian/Heritage Group – Win Harper

- The Heritage Group is working on Citizens Appreciation Day to be held on August 7.
- The plans for Seneca Heritage Day are also coming along.
- Lawn mowing is needed at the Overackers Corners Schoolhouse. Councilman Leon Button suggested talking to Alan Button.

Legislator's Report – Patrick Killen/Doug Paddock (via written items in his absence)

- The Legislature will hold a Public Hearing on a redistricting plan on June 13th at 1:15 p.m. in the Legislature Chambers and by Zoom. The Town of Middlesex is unaffected.
- A three-hour customer service training was provided to County employees emphasizing that the County is customer service-based, serving members of the public with courtesy and respect.
- There will be a Public Hearing on June 13th at 1:10 p.m. regarding a local law creating the Department of Emergency Services which is a name change from the Department of Emergency Management.
- Peace Officers' Memorial Day is May 15th. This day recognizes the contributions of law enforcement, corrections and other public safety related personnel.
- The Legislature approved a resolution to reduce the sales tax on gasoline and diesel fuels from June 1st through December 31st.
- USDA has approved the changes to the Broadband project that were submitted in November. A resolution was approved to purchase fiber. The project will start in Italy and Middlesex.
- Properties with delinquent taxes have until July 25th to make payments. Foreclosed properties will be auctioned in October.
- The Legislature approved using Canandaigua Driving School to train new Highway employees for the Commercial Driver License (CDL).
- COVID shots and boosters are available on the first and fourth Thursdays in the County Auditorium from 2:00 – 4:00 p.m. Pre-registration is encouraged; however, walk-ins will be accommodated.
- A household hazardous waste collection day will be held in conjunction with Schuyler County on July 23rd in Watkins Glen. Registration is required and forms will be available in the Planning Department portion of the County website.

- A nationwide suicide prevention and intervention hotline will soon be available similar to 911. The new telephone number will be 988.
- Real ID driver's license or a passport will be needed for domestic flights starting May 2023.

Town Clerk – Lynnette Miller

- The 2022 Town/County tax reconciliation yet to be completed with the County. Clerk Miller met with Yates County Treasurer Marsha Devine. There is a discrepancy in the final amount owed to the County from taxes collected. Supervisor Adam, as well as Legislator Ed Bronson have been informed. Clerk Miller will continue to work with Treasurer Devine to get a settlement. She will report back to the Board in June

Supervisor's Report – David Adam

- South Lake Road – Bruce St. Lawrence updated the Board on the South Lake Rd. project. Bruce gave details of two proposals. The first is from Pavilion for two sites of box beams/guide rails. Pavilion is ready to proceed as soon as the Board gives the go-ahead. The decision this evening is to use new or used materials. A discussion ensued. GSI is coming in next week to discuss additional sites for repair. Bruce recommends approving both sites this evening, with new material for the north site and used material for the southern site. The second proposal is from Lu Engineers for mapping and drainage work for Phase 2 and Phase 3. Kevin Olvany will use the information to get further grant money. Drainage work would be done after Labor Day. The paving work would go out to bid with Phase 2 taking place in the spring of 2023. The tentative plan for Phase 2 would start at Tom Hansen's property, south beyond Ron Pappa's property to Linda Sheive's property.
- Supervisor Adam reported that he met with NYSEG/Genesee/FL Regional Planning Council's representatives for sites in the Town for an EV charging station. In the process of visiting sites in the Town, including the Friendship House, Board Member & Volunteer Jim Loomis asked if the Town would be willing to help repair the driveway at the Friendship House. There is a significant drainage issue that involves water coming from an adjacent property. Supervisor Adam gave Board members a photograph showing property lines between the Friendship House, the Town & a private residence. In addition, Friendship House Board Member and Volunteer Patricia Stringer gave Board members a report showing the services of the Friendship House. She reported that the numbers of people being served by the Friendship House has grown immensely. The Friendship House is an open-door pantry, meaning people from other communities are welcome. Jim Loomis thanked Superintendent Conaway and the highway employees for helping them out as much as possible. He recommends that a swale be built to divert water coming off the adjacent property. A lengthy discussion ensued. Supervisor Adam wrapped up the discussion by saying the Board will continue the conversation with the interest of working cooperatively with the Friendship House to help where possible.
- SCT Computer Maintenance Agreement – New computers have been purchased from SCT for the Town. Some adjustments need to be made since the code office computer is slower than the previous computer. Supervisor Adam provided Board members with a copy of the service maintenance agreement from SCT. He recommends that we sign the agreement for a 3-year quarterly maintenance agreement when the time is appropriate. The Town is currently waiting for a server that has been on order. A motion was made by Councilman Mitchell, seconded by Councilman Liddiard to allow Supervisor Adam to sign the quarterly agreement when he feels the time is right.
*All in favor; none opposed. Motion carried.
- The boiler in the Town barns has stopped working. Water Superintendent Alan Williams recommends a replacement. Supervisor Adam will request a couple more bids.
- Town Cemeteries – Supervisor Adam called the Division of Cemeteries and was told the Town's obligation is to mow the cemeteries in the Town three times each year. Any further maintenance is at the discretion of the Town. After a discussion, it was decided that some additional minimal maintenance would be done each year.
- The clerk to the Planning Board and ZBA has resigned.

- NYSEG/Genesee/Finger Lakes Regional Planning Council – referring to the above aforementioned charging stations, Supervisor Adam was informed that grant dollars will most likely not be available for the long-term. He asked for input from the Board. Legislator Patrick Killen commented that the County has installed charging stations between the County buildings and the library. Joe Reed, head of the County’s building and grounds would be able to provide further information. After a discussion, the Board recommended that Supervisor Adam proceed with getting information.

Resolutions

Resolution #17-22

2022 Town Mowing Agreement with Jason Scales

On a motion by Councilman Liddiard, seconded by Councilman Button, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

RESOLVED to enter into the 2022 Town of Middlesex Mowing Agreement with Jason Scales to include mowing Town lawns weekly, flowers & mulch at the Town Hall and the Town triangle as well as flowers in the fall.

Resolution #18-22

Pavilion Drainage Supply Co. Guide Rail Purchase – 1230 South Lake Rd.

On a motion by Councilman Button, seconded by Councilman Liddiard, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

RESOLVED to approve the purchase and installation of guide rails from Pavilion Drainage Supply Co.

AMMEND RESOLUTION #18-22

On a motion by Councilman Liddiard, seconded by Councilman Mitchell, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

RESOLVED to approve the purchase and installation of new guide rails from Pavilion Drainage Supply Co.

Resolution #19-22

Pavilion Drainage Supply Co. Guide Rail Purchase – 1485 South Lake Rd.

On a motion by Councilman Button, seconded by Councilman Liddiard, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

RESOLVED to approve the purchase and installation of used guide rails from Pavilion Drainage Supply Co. pending Supervisor Adam’s visit to view them.

Resolution #20-22

Lu Engineer Contract for South Lake Road Phase 2 and Phase 3 Rehabilitation Design

On a motion by Councilman Liddiard, seconded by Councilman Mitchell, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

RESOLVED to enter into a professional services contract with Lu Engineers for purposes of the South Lake Road Phase 2 and Phase 3 Rehabilitation Design.

Resolution #21-22

Highway Superintendent Conaway Letter to Yates County regarding Petition by South Lake Road Residents to Lower the Speed Limit.

On a motion by Councilman Mitchell, seconded by Councilman Liddiard, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

RESOLVED for Highway Superintendent Todd Conaway to send a letter to the Yates County Highway regarding the petition by South Lake Road residents to lower the speed limit to 25 miles per hour.

Resolution #22-22

Resignation of Laura Ann Chamberlain, Clerk to the Planning Board and ZBA

On a motion by Councilman Liddiard, seconded by Councilman Button, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

RESOLVED to accept the resignation of Laura Ann Chamberlain as clerk to the Planning Board and Zoning Board of Appeals, effective May 11, 2022.

Resolution #23-22

Audit of Claims

On a motion by Councilman Button, seconded by Councilman Liddiard, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

RESOLVED that the bills contained in the May 2022 Abstract have been reviewed by the Town Board and are authorized for payment in the following amounts.

General Fund	Vouchers # 80 – 99	\$ 14,216.29
Highway Fund	Vouchers # 64 – 83	\$ 51,652.46
Water District	Vouchers # 14 – 16	\$ 1,360.60
Library Fund	Vouchers # 8	\$ 105.32

Public Comments - none

Executive Session

On a motion by Councilman Button, seconded by Councilman Liddiard, the Board entered Executive Session at 9:13 p.m.

*All in favor; none opposed. Motion carried.

Regular Meeting Resumed at 10:05 p.m.

Resolution #24-22

Resurface Lindsey Road

On a motion by Councilman Liddiard, seconded by Councilman Mitchell, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

Resolved to accept a bid from SUIT KOTE Corp. to resurface Lindsey Road.

Resolution #25-22

Resurface A Portion of Bare Hill Road and Loomis Road Between Bagley Road and State Route 245

On a motion by Councilman Liddiard, seconded by Councilman Button, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

Resolved to accept bids to resurface a portion of Bare Hill Road and Loomis Road between Bagley Road and State Route 245.

Resolution #26-22

Appoint Sarah Parshall as Clerk to the Planning Board and ZBA

On a motion by Councilman Liddiard, seconded by Councilman Mitchell, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

RESOLVED to appoint Sarah Parshall as clerk to the Planning Board and Zoning Board of Appeals.

Resolution #27-22

Rate of Pay for Clerk to the Planning Board and ZBA

On a motion by Councilman Liddiard, seconded by Councilman Mitchell, the following resolution was

ADOPTED Ayes 4 Adam, Button, Liddiard, Mitchell
 Nays 0

RESOLVED for the rate of pay for the clerk of the Planning Board and Zoning Board of Appeals not to exceed \$20.00/hr.

Adjourn

With no further business, on a motion by Councilman Button, seconded by Councilman Liddiard, the regular meeting of the Town Board of the Town of Middlesex was adjourned at 10:20 p.m.



Lynnette F. Miller, Town Clerk.