

Town of Middlesex

Regular Meeting

June 12, 2025

Present: David Adam, Supervisor
Leon Button, Council Member
Paul Mitchell, Council Member
Stephanie Betts, Council Member

Absent: Austin Liddiard, Council Member

Also Present: Doug Paddock Yates County Legislature
Josh Burnett, Highway Superintendent
Amberle Kelly, Historian
Bruce St. Lawrence
Steve and Diane Cerrone, Joan Paddock towns people

Recording: Rebecca Moore, Town Clerk

Call to Order/Pledge

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

Open Public Comments 7:01 PM

Steve Cerrone – first draft blueprints to give to DEC for the restoring. Looking to use material FLEX msb – going to dig out part of the creek bed to allow better flow and then use the FLEX MSB to build up a wall and it is all organic and will grow plants off the wall.

Close public comments 7:06 PM

Request to approve May 8, 2025 board meeting minutes was approved by Council Member Mitchell and Council Member Betts seconded approval, all in favor

Revenue for dog license and/or certified copies has been slow. No marriages. There are 4 dog license renewals for the month of June. There are 2 outstanding dog licenses from May, I have sent out late renewal notices.

06/11/25
16:09:30

Town of Middlesex
Cash Book Transactions
For the period 05/10/25 through 06/12/25

Total: \$3,199.50		Deposited:				
Date	Name	Description	DEC	DL	ML	Other
05/20/25	PELLETT, HELEN	0000198AM RENEWAL 1900384		10.00		
05/20/25	KINTZEL, ULF	0000305FU RENEWAL 1900392		18.00		
05/20/25	MILLER, DONALD I	0000306FS RENEWAL 1900393		10.00		
05/21/25	TODD RATH AND KM DIMAGGIO	0000334FS ORIGINAL		10.00		
05/21/25	BUILDING PERMIT #BP25-0536	BUILDING PERMITS 1321 S LAKE RD APRILE				250.00
05/21/25	BAVE HILL ROAD/SWEET LOU	ENGINEERING FEES SANITIC INV # 2302772				960.00
05/21/25	889 SOUTH LAKE ROAD/SECONI	ENGINEERING FEES SANITIC INVOICE # 2302777				960.00
05/28/25	QUINCHENBUSH, BENJAMIN	0000142AM RENEWAL 1900385		10.00		
05/28/25	KUENENKOUDEWYN	BUILDING PERMITS 1513 S LAKE RD P#BP25				50.00
05/28/25	VIEWS & VINES HOMES/	MISCELLANEOUS REVENUE: PERMIT# 2025-01 #6				40.00
06/03/25	NOLT, JUDITH	0000319AM RENEWAL 1900386		18.00		
06/03/25	1187 CHURCH ST /DUNTON SURV	BUILDING PERMITS PERMIT# BP25-0537				50.00
06/03/25	1133 RT 246 /DUNTON, DAVID	BUILDING PERMITS PERMIT# BP25-0538				50.00
06/09/25	BEHNSMAN	CERTIFIED COPIES PERKINS-AMES FUNERAL -3				30.00
06/10/25	BRAWNAGAN, SCOTT	0000326AM RENEWAL 1900387		18.00		
06/10/25	BRAWNAGAN, SCOTT	0000327AM RENEWAL 1900388		18.00		
06/10/25	ALLENBACHER, NERRA	0000328AM RENEWAL 1900389		10.00		
06/10/25	1321 S LAKE ROAD	ENGINEERING FEES DAWN AFFILE ST INV # 23				640.00
06/10/25	HUTTAR-CATALANDOTTO	MV/SALE LICENSE 25002			40.00	
06/10/25	FOIL COPY PAYMENT	MISCELLANEOUS REVENUE				27.50
Total:		\$3,199.50	0.00	122.00	40.00	3,037.50
Deposit Amount:		\$3,199.50				
Cash:		\$60.00				
Checks:		\$3,139.50				
Credit Card Amount:		\$0.00				
DISBURSEMENTS						
PAID TO SUPERVISOR FOR GENERAL FUND						842.00
PAID 50% TO COUNTY TREASURER FOR DOG LICENSES						27.00
PAID TO NYS ANIMAL POPULATION CONTROL PROGRAM						10.00
PAID TO NYS HEALTH DEPT FOR MARRIAGE LICENSES						22.50
TOTAL DISBURSEMENTS						901.50

Upcoming Projects

- From my conference, I learned a few processes that we do not have in place, nothing major, that I will need to implement. I need more time to write those up and get those costs together. I will keep you posted.
- I will be beginning scanning in the office once taxes are completed. I will be outlining in policies our required retention guidelines based off of document type. I will need to order more banker boxes eventually so I can start storing boxes up stairs with destruction dates one them. I will ALSO be planning on (future based) scanning what's upstairs as

well. I will be working on most current and my day to day filing first, then work my way back into the future dates.

Submitted By:

Signature: _____

Name: __Rebecca Moore_____

Title: __Town Clerk_____

Date: __6/11/2025_____

For Town Board Review – Monthly Meeting Date: __6/12/2025_____

Highway/Buildings/Grounds

Highway Superintendent report submitted to the Town Board.

Highway Department Monthly Report

Date: 6/4/25

Reporting Period: From 5/8/25 to 6/12/25

Major Tasks Completed

1. Hauled 1As for stock pile for stone and oil
 2. Replaced 2 cross culverts on Elwell Rd.
 3. Replaced 3 driveway culvert pipes
 4. Ditching on charland, west ave, viewboard and wolfhanger
 5. Started mowing roadsides
 6. Banners and flags up in town
 7. Cleaned culverts on SLR with mini excavator
 8. Water main break on 245 (same spot as always)
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Items to Note (unexpected costs, repairs, staffing updates)

Excavator back from woodstone
Truck 6 is at Newcombs for coolant leak

Upcoming Projects

Start wedging to get ready for stone and oil
Replace cross culvert on mertz
Ditching
Finish Grading gravel roads
Put gravel on some of our dirt roads
Dust oil gravel roads

Submitted By: Signature: 

Name: Josh Burnett

Title: Highway Superintendent

Date: 6/4/25

For Town Board Review – Monthly Meeting Date: 6/12/25

Water District Superintendent – Alan Williams

200-300 feet of line around the ambulance building to 'fix' as it is a continued leak

Code Enforcement Officer – Alan Pierce

Code Enforcement Officer report submitted to the Town Board.

Code Department Monthly Report

Date: 6/12/2025

Reporting Period: From 4/15 to 6/12

Major Tasks Completed

1. Understanding the Office Operations
2. Figuring out software for permits
3. Introducing a new Permit Application
4. On track with Assessor's guidance on creating a form for address & software for parcel data

Items to Note (unexpected costs, repairs, staffing updates, revenue updates)

1. Number of hours needed to catch up are many
2. New Computer
3. Figuring out fees for permits
- 4.

Sherwood Project has consumed many of the town's resources. Both Planning & Zoning CEO office & town's attorney.

Upcoming Projects

- Issuing approved permits to CoFO's for new builds
- Digital copies need to have memor & sent to county.

Submitted By:

Signature: Alan Pearce

Name: Alan Pearce

Title: CEO

Date: 6/12/25

For Town Board Review - Monthly Meeting Date: 6/12/25

Town Board 6/12/2025

I Alan Pearce am having a hard time getting acquainted with all that's expected of any Code/Zoning Officer. I'm trying to figure out the office and procedures as I go. It's taking longer than I thought but I do feel like progress has been made. The software hasn't been updated in years. I now know the tech people by a first name basis. I'm working on creating a more streamlined system. I need some extra support with the town's website. Another source for our fellow inhabitants is that we should have more up to date information. Creating the one-page front and back building permit application that hopefully you can approve tonight and then that can be uploaded to our website. The accumulation of papers is taxing being 7 pages for current application. I've been sending it to homeowners when I can. The permit fees should be reviewed and updated. We should have a residential solar fee along with a generator fee, electrical and plumbing. To keep it simple call them \$50 for each. Still working with Beth on creating a more up to date Planning Board application. I thank everyone for their patience while I'm organizing my new computer digitally with the influx of emails from both old and new projects. I know it's the busiest time of year right now and it will slow down, and I'll catch up. I called back ten people on Monday. I'm trying not to make phone calls on the weekends because I don't want people to call after hours or on the weekend. It's safe to say that I've been BUSY!

Your acting Code Enforcement Official

Alan Pearce

Historian – Amberle Kelly

ADDED: 7/12 is the 150th anniversary at the Overackers School House – free event- posters are up and requesting for website appearance. *need volunteers*

Historian report submitted to the Town Board.

History Department Monthly Report

Date: June 2025

Reporting Period: From May 2025 to June 2025

Projects

1. Overackers 150th Anniversary & Family Fun Day: July 12th, 2025; 1-4pm
 - a. Community Picnic 12-1pm; Event 1-4pm
 - b. Complete List of Activities: Free Food, Games, Prizes, Door Raffle, Petting Zoo, Historical Reenactor, Scavenger Hunt, Face Painting, Storytelling, Craft Table, and Vendors
 - c. We would love to have at least 2 more volunteers “on call” for the event; I have exactly enough volunteers to pull it off, but a couple more on standby would put us in a great spot in case anyone is unable to make it last minute; this could be a fun gig for a teenager
 2. Citizen Appreciation Day: August 3rd, 2025; 2-4pm; We held our first meeting this past Wednesday to make nominations; Dan Robeson will be honored. We have nominated Don Liddiard as well. Sadly, he has since passed away, so we have nominated Willie Reifsteck in case Don’s family would like the year to grieve. If not, we will honor both Don and Willie.
 3. Other Upcoming Events:
 - a. Seneca Heritage Day: August 30th, 2025
 - b. I am also planning to hold a couple cemetery cleaning days in the Fall
 4. I am purchasing the original Civil War Discharge paperwork for Robert D. Blauvelt (Middlesex Civil War Veteran). This will be put in our collection (\$60)
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Yates County Legislature – Doug Paddock

broadband project phase 1B – system is scheduled to start 6/17. Project 3.6 million contribution from yates.

Successful open house for highway office of emergency services on Benton – cleaning up some punch list items

Recognized 100 Archer Martin 100 years old WWII vet.

Resolutions – law enforcement agreement completed – public hearings 7/14 – youth hunting –to allow 123 yr old to carry firearms and crossbow local law 2 – renewal occupancy tax in yates county.

Requests DSS to fill position in DMV due to retirement.

Millings available for up to 10 loads per municipality

Tax Assessor- Patrick Grimaldi

Tax Assessor -5 people showed up at the assessment review and all is in good shape

David Adam, Supervisor

Plan June Budget workshop with Board Members – date picked is 6/25 @ 7 P.M. – 8 P.M.

Policy Discussion – to start procurement with the request of a draft to submit to the board by July

FEMA Grant – Bruce did get notification 5/1 that smaller of 2 projects is now obligated to payout \$28201.00 – state is paying \$21,000.00 to the town. Category 2 was in the amount of \$92,780.00 – hazard mitigation team is reviewing the request, then insurance, then FEMA directly before obligation to pay out.

August Clean up Days – August 16th

Close Community Bank accounts no longer is use

Highway department has requested to observe June 19th National Holiday

Open for public comments 7:50 PM

Hearing none

Close public comments 7:50 PM

Motions:

Motion to grant Middlesex Highway Department to observe the National Holiday on June 19th adopted by Council Member Mitchell – seconded by Council Member Betts, the following motion was adopted:

ADOPTED: Ayes 4 Adam, Button, Mitchell, Betts

Nays 0

Motion to approve the following library positions:

- Chris Mays – Board Member
- Gordon Stringer – Board President
- Bonnie Olswold – Board Vice President
- Joey Aaron – Board Secretary
- John O'Shaughnessy – Board Treasurer

adopted by Council Member Betts – seconded by Council Member Mitchell, the following motion was adopted:

ADOPTED: Ayes 4 Adam, Button, Mitchell, Betts

Nays 0

Motion to approve lifeguard for Vine Valley Beach Summer 2025 at the following rates:

- Gabe Johnson \$17.25
- Lily Burnett \$16.00

adopted by Council Member Mitchell – seconded by Council Member Button, the following motion was adopted:

ADOPTED: Ayes 4 Adam, Button, Mitchell, Betts

Nays 0

Motion to increase Lifeguard rates previously approved from May 8 2025 Town Board meeting for Vine Vally Beach summer 2025 to the following rates:

- Natile Cotroneo (head lifeguard) \$18.00
- Maddie Chrisiaansen \$17.25
- Whitney Cotroneo \$16.75
- Abigal Aaron \$16.75

adopted by Council Member Betts – seconded by Council Member Button, the following motion was adopted:

ADOPTED: Ayes 4 Adam, Button, Mitchell, Betts

Nays 0

Motion to set up cleanup days for August 16th from 8-5 WITH electronics adopted by Council Button– seconded by Council Member Betts, the following motion was adopted:

ADOPTED: Ayes 4 Adam, Button, Mitchell, Betts

Nays 0

Motion to appoint Dave Wilson for ZBA Board Member adopted by Council Button – seconded by Council Member Mitchell, the following motion was adopted:

ADOPTED: Ayes 4 Adam, Button, Mitchell, Betts

Nays 0

Motion to move to move \$80,000.00 Highway reserve checking account to a Money Market account adopted by Council Betts – seconded by Council Member Button, the following motion was adopted:

ADOPTED: Ayes 4 Adam, Button, Mitchell, Betts

Nays 0

RESOLUTIONS

Resolution # 25- 25

Resolution to pay audit of claims for June 2025

On a resolution by Council Member Betts – seconded by Council Member Mitchell, the following resolution was adopted:

ADOPTED: Ayes 4 Adam, Button, Mitchell, Betts

Nays 0

Resolution # 26-25

Resolve to close all accounts the Town of Middlesex has with Community Bank

On a resolution by Council Member Mitchell – seconded by Council Member Betts, the following resolution was adopted:

ADOPTED: Ayes 4 Adam, Button, Mitchell, Betts

Adjourn

With no further business to discuss, a motion was made by Council Member Betts – seconded by Council Member Button, with all in favor to adjourn the regular meeting of the Town Board of the Town of Middlesex at 8:03 PM.

Motion made to re-open regular meeting of the Town Board of the Town of Middlesex by Council Member Mitchell – seconded by Council Member Betts, with all in favor to enter executive session at 8:09 PM

Executive session called into order by Council Member Button– seconded by Council Member Betts @ 8:10 PM - recorder Rebecca Moore and any others except Board members David Adam, Paul Mitchell, Leon Button and Stephaine Betts

Council Member Button makes motion to exit executive session and Council Member Button seconded by Council Member Betts @ 8:35 PM

With no further business to discuss, a motion was made by Council Member Button – seconded by Council Member Betts, with all in favor to adjourn the regular meeting of the Town Board of the Town of Middlesex at 8:36 PM.