

Town of Middlesex

Regular Meeting

August 14 , 2025

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

Also Present: Sarah Purdy Yates County Legislature
Josh Burnett, Highway Superintendent

Middlesex Town Board Meeting

Attendance

Date: 8/14/25

Please print your name clearly

1. Diana Arnone
2. Steve Arnone
3. Jo
4. _____
5. _____
6. _____
7. _____

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 7:02 PM

Town of Middlesex 8/14

Boat Creek Restoration Project

Introduction

- A. Acknowledge Town Board Members, Supervisor David Adam
- B. Residents Steve & Diane Cerrone, 786 Newago Avenue

DEC Application Update

- A. Last Friday, August 9th marked the 1 year anniversary of the flooding of Boat Creek.
- B. Zoom Call Mtg with DEC on July 21st.
 - 1. Showed them the Updated Concept Plan (as requested)
 - 2. DEC was impressed by the **Flex MSE Wall Building and Vegetation system** that we are proposing. See the YouTube Video for more info.
 - 3. Next Step is for a Formal DEC on-site visit to inspect Boat Creek.
 - 4. DEC has requested a "Permission to Inspect" from property owners on the creek.
 - 5. We have been getting signatures from Property Owners on Glenn Avenue, Newago Cove, and Vine Valley Park. Also, anyone can sign that has been effected by the flooding.
 - 6. By the next Town Mtg, the DEC should have done the Inspection; and we should be moving to finalize our Concept Plans with the detailed drawings the DEC requests.
- C. Canandaigua Watershed Council "Make a Splash" campaign
 - a. If you have been to Wegmans-Cndga, you have seen the Map showing this campaign.

Make a Splash for Canandaigua Lake at Wegmans

"In collaboration with the Canandaigua Lake Watershed Council (CLWC) and the Canandaigua Lake Watershed Association (CLWA) – Wegmans is on a mission to raise awareness and funds for local projects and programs that protect and restore the watershed."

- b. The map shows five areas in Middlesex that are proposed. Two smaller boxes look like retention ponds and three rectangular boxes show repairing culverts, one specifically along South Lake Road.
- c. We'd like the Boat Creek Restoration Project to be part of these projects and future funding to the Town of Middlesex.

Close public comments 7:17 PM

Request to approve July 10 12, 2025 board meeting minutes was approved by Council Member Betts and Council Member Mitchell seconded approval, all in favor

Town Clerk Report Town Clerk report submitted to the Town Board.

Town Clerk Department Monthly Report

Date: 08/14/2025

Reporting Period: From 07/11/2025 to 08/13/2025

Major Tasks Completed

1. Discussion for supporting fellow municipalities in the 2026 Yates County continued Sales Tax sharing program as well as the Increased Summer Recreation and Lifeguard Staffing Assistance program (copies of each program provided to each board member)
2. Built (and confirmed) with code the engineering fee procedures.
3. _____

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

We are waiting for two different invoices to be sent to the Town from Lu Engineering. Communication was sent last week, 8/6/25 requesting invoices. Estimated cost for one is \$1325.00 and the other is \$900.00

Address	Name	Santec Invoice #	Santec Invoice date	Hours worked	Rate	TOTAL	Town Invoice Date	Payment Received	Amount Outstanding
1321 South Lake Road	Dawn Agilla	2316098	11/23/2024	4	\$ 160.00	\$ 640.00	3/7/2025	\$ 640.00 CK 2967	XXX
989 South Lake Road	David Secord	2362774	4/18/2025	6	\$ 160.00	\$ 960.00	3/7/2025	\$ 960.00 CK 1706	XXX
Bare Hill Road	Seventy Acres	2362772	4/18/2025	6	\$ 160.00	\$ 960.00	3/7/2025	\$ 960.00 Ck 9178	XXX
306 E Lake Road	Shenwood	2403467	6/2/2025	28.25	\$ 160.00	\$ 4,520.00	6/24/2025	\$ 4,520.00	
						\$ 7,080.00		\$ 7,080.00	\$

08/13/25
16:54:45

Town of Middlesex
Cash Book Transactions
For the period 07/11/25 through 08/13/25

Total: \$7,578.00

Deposited:

Date	Name	Description	DEC	DL	ML	Other
07/16/25	5940 WIDMAR ROAD	BUILDING PERMITS NACCA PER#2025-0541				389.00
07/16/25	HUTTAR-CATALANOTTO	MARRIAGE LICENSE 25003			40.00	
07/22/25	STILES, JACKIE	0000198MN RENEWAL 1900407		10.00		
07/22/25	PROCTOR	BUILDING PERMITS MITCHELL, RADIN, METHOD				150.00
07/23/25	1194 EMERSON TRACT	SITE PLAN REVIEW DEB BIERWORTH 2025-5-SP				100.00
07/23/25	5880 WIDMAR RD	SITE PLAN REVIEW JAMES FONZI 2025-3-SPR				100.00
07/23/25	258 E LAKE RD	SITE PLAN REVIEW RICHARD BOLTOIN 2025-4-				100.00
07/30/25	697 EAST LAKE ROAD	BUILDING PERMITS CHERYL VIS 2025-0542				25.00
07/30/25	1379 S LAKE RD	BUILDING PERMITS FLOYD RAYBURN 2025-0543				204.00
07/30/25	1379 S LAKE ROAD	BUILDING PERMITS FLOYD RAYBURN 2025-0544				142.50
07/30/25	SHERWOOD	ENGINEERING FEES ENGINEER FEE INV#240346				4,520.00
07/30/25	785 NEWAGO AVE	SITE PLAN REVIEW JUSTIN SPELMAN 2025-6-S				100.00
07/30/25	728 RT 364	SITE PLAN REVIEW KATHLEEN ADAMS				100.00
08/05/25	FAILING-BOWMAN	MARRIAGE LICENSE 25004			40.00	
08/12/25	728 RTE 364	APPL FOR MINOR SUBDIV KATHLEEN ADAMS				100.00
08/13/25	154 ROUTE 245	BUILDING PERMITS BLANKENBERG DANIEL				50.00
08/13/25	5500 SUNNYSIDE RD	BUILDING PERMITS OLD MILL 2025-0548				50.00
08/13/25	579 BAGLEY ROAD	BUILDING PERMITS WEAVER 2025-0545				557.50
08/13/25	579 BAGLEY ROAD	BUILDING PERMITS WEAVER 2025-0546				720.00
08/13/25	LAWRENCE DECLERCK	CERTIFIED COPIES 7 CERT COPIES				70.00
08/13/25	MARY BODINE	CERTIFIED COPIES MARRIAGE CERT COPY				10.00
Total:		\$7,578.00	0.00	10.00	\$0.00	7,488.00
Deposit Amount:		\$7,578.00				
Cash:		\$190.00				
Checks:		\$7,388.00				
Credit Card Amount:		\$0.00				

Upcoming Projects

Scanning
Tax Prep

Tax Assessor- Patrick Grimaldi

Tax Assessor report submitted to the Town Board.

Tax Assessment Department Monthly Report

Date: 8-13-2025

Reporting Period: From 7-10-2025 to 8-14-2025

Major Tasks Completed

1. Updated Property Sales file
2. Delivered File to Yates County for School tax processing
3. _____

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

Upcoming Projects

Continued work on 2026 Assessment update to be completed for March 1, 2026

Submitted By:

Signature: _____

Name: _____

Title: _____

Date: 8-13-2025

For Town Board Review – Monthly Meeting Date: 8-14-2025

Highway/Buildings/Grounds

Highway Superintendent report submitted to the Town Board.

*ADDED – stone and oil 8/19-8/20

Highway Department Monthly Report

Date: 8/6/25

Reporting Period: From 7/10/25 to 8/14/25

Major Tasks Completed

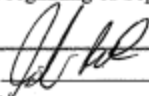
1. Hauled CR1 for stock pile
 2. Put gravel on Valley View, Button cross and Charland rd
 3. Wedge mertz, spike, newell, townline and south hill
 4. Dust oil gravel roads
 5. continued mowing roadsides
 6. put driveway pipe in on Charland rd
 7. Fix water main leak on 245 by gray rd
-

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

Truck 5 has coolant leak work done at the county
Truck 6 went to regional for sensor

Upcoming Projects

Ditching
Oil and stone
Wedge upperhill rd
Paving Elwell end of August
Nova Chip Pave on Mertz beginning of September
Clean up Day august 16th

Submitted By: Signature: 

Name: Josh Burnett

Title: Highway Superintendent

Date: 8/6/25

For Town Board Review – Monthly Meeting Date: 8/14/25

Water District Superintendent – Alan Williams

Leak at Grey Road Thursday, August 7

Code Enforcement Officer – Alan Pierce

Remaining busy

August 6, 2025

Lifeguard Staffing Update:

This season, we have a team of five lifeguards. Four of them are returning from last season, bringing valuable experience and familiarity with our operations. One new lifeguard has joined the team this year and has been a great addition to the team. Additionally, one of the five lifeguards is scheduled to work weekends only.

Looking ahead to next season, I recommend increasing staffing to at least five full-time lifeguards, ideally six. This will help ensure consistent coverage, especially when accommodating time-off requests.

Health Department Permit Update:

All required paperwork and compliance steps for the operating permit were completed, and the permit was successfully issued. As part of the process, we were required to purchase and display two safety signs: one stating "**No Lifeguards, No Swimming**" and the other "**No Diving.**"

The Health Department also raised a concern about a tree at the beach that obstructs the lifeguards' view of the swimming area. In response, we installed temporary fencing to improve visibility. While the fencing is acceptable for now, the department has indicated that the tree should ultimately be removed for full compliance.

Additionally, the Health Department recommended replacing the **head restraint on our safety board**, as part of it is not functioning properly. Yates County mentioned that, depending on remaining funds in their budget, they may be able to provide a replacement at no cost to us.

Swim Lessons:

Yates County offered free swim lessons at our facility from **July 7th to July 25th**, held on **Mondays, Wednesdays, and Fridays** from **5:00 PM to 5:45 PM**. Two of our lifeguards assisted with these lessons, helping to support water safety education and build swimming skills for local children.

Historian – Amberle Kelly

History Department Monthly Report**Date:** August 2025**Reporting Period:** From July 2025 to August 2025

1. I met with Nancy Middlebrook at Middlesex Airport for a "genealogy chat" about the Middlebrook's on July 11th. She was able to provide me with dates, locations and names for several pictures in our archives and added stories of her family.
2. We held the 150th Anniversary of Overacker's Family Fun Day on July 12th. It was a huge success with around 70+ people in attendance.
3. MHG held their quarterly board meeting on July 16th.
4. Members of MHG and I spoke for an hour at the Vine Valley Community House about the history of Vine Valley on Thursday, July 17th. It went very well with around 30-40 people in attendance.
5. I attended a class held by Dave Bloom on the proper restoration of tombstones on July 19th, 10-1:30pm.
6. August 2nd: Met with Ralph Buglass (Country School Association of America) at Overacker's Schoolhouse. We will be featured in their 2026 Annual Conference, which is being hosted in the Finger Lakes region.
7. August 3rd: Citizen Appreciation Day was a success. Around 80 people were in attendance. Willie Reifsteck, Don Liddiard and Dan Robeson were honored.
8. I am attempting to start a small "committee" of people who are dedicated to cleaning and restoring our local cemeteries. This is in partnership with the Rushville History Department. If you know anyone who might be interested in helping us, please let me know! 😊

Upcoming:

1. August 30th, 2-4pm: Seneca Heritage Day @ Overacker's Schoolhouse; Theme this year is "Iroquois Creation Story"
2. Fall Season: tombstone cleaning days
3. Inventory Project
4. 5 year "Capturing Middlesex" project: I will be going around to local homes and businesses to document Middlesex as it looks today. I will be doing this project every 5 years for our archives.

Submitted By:

Signature: _____

Name: _____

Title: _____

Date: _____

For Town Board Review – Monthly Meeting Date: _____**Yates County Legislature – Sarah Purdy**

REPORT FOR MIDDLESEX

1. At its meeting on Monday, the Legislature authorized the Chair to sign a license agreement with Wayne Dunton that will allow the County to inspect the seepage on the parking lot without needing to stay solely on the County's portion of the property. The Board also authorized the use of Ground Penetrating Radar to conduct this inspection. The next steps are finalizing the agreement and scheduling the work.
2. The Ad Hoc Public Safety Facility Committee has extended the deadline for responding to the Construction Management Request for Proposals by one month due to the number of questions received from potential respondents. The Committee now plans to have a recommendation on the selection of a firm for the October Legislature meeting. The selected firm would work with the architectural firm to develop and cost out alternatives for addressing the Public Safety Building needs.
3. The County will hold a tax delinquent properties auction on August 25 at 6 p.m. in the auditorium of the County Building. There are 15 properties for auction, one of which is on Rte. 364 in Middlesex (Tax Map #13.37-1-6).
4. The Household Hazardous Waste Day is Saturday, September 13 at the County Fairgrounds from 9 a.m. to noon. Registration is required, and the form can be found in the Planning Department tab of the County website.
5. For the sales tax update, the amount received as of August 13 is \$2,090,905, which is \$394,679 more than at this time last year. The total received thus far this year is \$11,903,341, which is \$105,958 more than at this time last year.
6. Finally, the County received notice from the NYSDOT about the Rte. 364 bridge over the West River replacement. There will be an Eminent Domain Procedure Law public hearing here next Monday at 7 p.m.

David Adam, Supervisor

August Budget reminder (8/28 @ 7PM)

Plan Sept Budget workshop with Board members – Sept 23 @ 7PM

Policy Discussion – procurement: sat down with comptroller on 8/13 to ensure the Town of Middlesex is on the correct track. Sending to the attorney as final step before submitting the final policy

South Lake Road Assessment update – received two partial payments (minus the 25% hold back that will come later)

LNB Credit Card discussion with limit amount approval and list signors – Credit card limit being set to \$3,000.00 with Supervisor Adam and Council Member Mitchell as signors

Discuss SCT Computers renewal contract on Sept 8, 2025 – setting up a meeting with SCT to meet as well as asking other towns who they use for services.

Library meeting update - Supervisor Adam asked the library if they would like an audit, the library board declined. Librarian asked for a camera above the door. Supervisor requested for different types of camera options to be presented

Standard work day determination for NYS retirement: 6 hours vs 8 hours – after discussion, 6 hours, see resolution 33-25

Review two quotes for water pipe project for 466 Rt 245 – both were reviewed by the board. Due to the cost as well as the drastic differences, it was concluded that a RFP needs to be submitted

Open for public comments 8:11 PM

Hearing none

Close public comments 8:12 PM

RESOLUTIONS

Resolution # 30- 25

Resolution to open LNB Credit Card in the amount of \$3,000.00 with the following signors: David Adam and Paul Mitchell

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

ADOPTED: Ayes 5 Adam, Button, Mitchell, Betts, Liddiard

Nays 0

Resolution # 31-25

RESOLVED to pay audit of claims. August, 2025:

- Highway Fund claims Nos. 140-158 in the amount of \$134,742.82 as set forth in abstract No 007 dated 08/14/2025
- Water District claims Nos. 24 in the amount of \$60.00 as set forth in abstract No 007 dated 08/14/2025
- General Fund – Townwide claims Nos. 174-204 in the amount of \$9,046.36 as set forth in abstract No 0008 dated 08/14/2025

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

ADOPTED: Ayes 5 Adam, Button, Mitchell, Betts, Liddiard

Nays 0

Resolution # 32-25

RESOLVED to authorize a municipal official to sign in agreement to amend the estimated expenditure for the 24/25 municipal snow and ice agreement regarding adding funding due to exceeding the estimate expenditure

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

ADOPTED: Ayes 5 Adam, Button, Mitchell, Betts, Liddiard

Nays 0

Resolution # 33-25

RESOLVED that the standard work day for all part time employees at the Town of Middlesex for NYS retirement is six hours

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

ADOPTED: Ayes 5 Adam, Button, Mitchell, Betts, Liddiard

Nays 0

Executive session called into order by Council Member Betts – seconded by Council Member Button @ 8:17 PM - recorder Rebecca Moore and any others except Board members David Adam, Paul Mitchell, Leon Button, Austin Liddiard and Stephaine Betts

Council Member Mitchell makes motion to exit executive session and seconded by Council Member Button @ 8:37 PM

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 8:39 PM.