

Town of Middlesex

Regular Meeting

January 8 , 2026

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

Absent: Leon Button, Council Member

Recording: Rebecca Moore, Town Clerk

Also Present: Ed Bronson Yates County Legislature
Dale Wilson, Noah Earl and Will XXXXXXXX

Middlesex Town Board Meeting

Attendance

Date: Jan 8, 2026

Please print your name clearly

1. Ed Bronson
2. Dale Wilson
3. Will [Signature]
4. Noah Earl
5. _____

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 7:00 PM

Hearing none

Close public comments 7:00 PM

Executive session called into order by Council Member Betts in the name of personnel– seconded by Council Member Liddiard @ 7:01 PM

Council Member Mitchell makes motion to exit executive session and seconded by Council Member Betts at 7:18 PM

REENTER OPEN SESSION AT 7:19 pm

Request to approve December 11, 2025 board meeting minutes was approved by Council Member Betts and Council Member Liddiard seconded approval, all in favor

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

Town Clerk Department Monthly Report

Date: 1/8/2026

Reporting Period: From 12/12/2025 to 1/8/2026

Major Tasks Completed

1. Received 2026 tax warrant from Yates County
2. Picked up 2026 taxes and mailed to townspeople
3. Tax payments received to date totals \$121,915.42
4. Completed 5 FOILS
5. Researched several death and marriage records
6. Maintained the website with updates to the page(s)
7. Completed Oath of Office for Code Enforcement Department as well as Planning Board. Going to meet with ZBA at their next meeting for their Oath of Offices
8. Yates county sent two different checks payable to past town clerk. Working with Yates county to get this updated as well as send new checks
9. Updated Middlesex Staff info and planning/ZBA members with Yates County for the 2026 County Booklet
10. Coordinated with Frontier to deliver and install Code Clerks office phone
11. Reconciled Town Clerk checking account

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

One outstanding Engineering Fee for R Jon Schick in the amount of \$918.00.

Address	Name	Engineer Invoice	Engineer Invoice date	Hours worked	Rate	TOTAL	Town Invoice Date	Payment Received	Amount Outstanding
1353 South Lake Road	Steve Harris	250088	11/23/2024	4	\$ 229.50	\$ 918.00	11/23/2025	\$ 918.00	\$ 0.00
180 South Lake Road	Donald Brown	250174	11/23/2024	4	\$ 229.50	\$ 918.00	11/23/2025	\$ 918.00	\$ 0.00
180 South Lake Road	Donald Brown	250175	11/23/2024	4	\$ 229.50	\$ 918.00	11/23/2025	\$ 918.00	\$ 0.00
1353 South Lake Rd	R Jon Schick	45847	11/23/2025	36.25	\$ 253.00	\$ 918.00	11/23/2025	\$ 0.00	\$ 918.00
1353 South Lake Rd	R Jon Schick	45848	11/23/2025	36.25	\$ 253.00	\$ 918.00	11/23/2025	\$ 0.00	\$ 918.00
1353 South Lake Rd	R Jon Schick	45849	11/23/2025	36.25	\$ 253.00	\$ 918.00	11/23/2025	\$ 0.00	\$ 918.00
						\$ 2,766.00		\$ 2,766.00	\$ 0.00

Total		\$1,233.40	Disposed			
Date	Name	Description	DEC	DL	ML	Other
12/17/25	MIDDLESEX TOWN	MIDDLESEX TOWN		10.00		
12/17/25	MIDDLESEX TOWN	MIDDLESEX TOWN		10.00		
12/17/25	MIDDLESEX TOWN	MIDDLESEX TOWN		10.00		
12/17/25	MIDDLESEX TOWN	MIDDLESEX TOWN				100.00
12/17/25	MIDDLESEX TOWN	MIDDLESEX TOWN				1440.00
12/17/25	MIDDLESEX TOWN	MIDDLESEX TOWN				100.00
12/17/25	MIDDLESEX TOWN	MIDDLESEX TOWN				50.00
12/17/25	MIDDLESEX TOWN	MIDDLESEX TOWN		10.00		1,017.40
12/17/25	MIDDLESEX TOWN	MIDDLESEX TOWN				50.00
12/17/25	MIDDLESEX TOWN	MIDDLESEX TOWN				100.00
Total:		\$1,233.40	0.00	00.00	0.00	3,185.40
Deposit Amount:		\$3,233.40				
Cash:		\$30.00				
Checks:		\$3,203.40				
Credit Card Amount:		\$0.00				

Upcoming/continued Projects

Scanning

Submitted By:

Signature: _____

Name: 01/08/2025

Title: _____

Date: _____

For Town Board Review – Monthly Meeting Date: 01/08/2026

Tax Assessor- Patrick Grimaldi

Sent out exemption forms

Highway/Buildings/Grounds

Highway Superintendent report submitted to the Town Board.

Highway Department Monthly Report

Date: 1/5/26

Reporting Period: From 12/11/25 to 1/08/26

Major Tasks Completed

1. Hauled CR2
2. Pick up various tree debris
3. Went out 19 days for snow/ice
4. Clean/Grease trucks

Order New 2027 International HX520

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

Serviced post pounder tractor

Upcoming Projects

Ditching
Haul stone for stock pile
Continue trimming brush
Snow fence weather permitting

Submitted By: Signature: *J. Bennett*

Name: Joshua Bennett

Title: Highway Superintendent

Date: 1/5/26

For Town Board Review - Monthly Meeting Date: 1/8/26

Prepared For:
 TOWN OF MIDDLESEX
 Josh Burnett
 1240 Mills Street
 Middlesex, NY 14507-9761
 (585)554 - 3188
 Reference ID: Air Ride 13 m

Presented By:
 REGIONAL INTL CORP
 Ken J Tronetti
 1007 LEHIGH STATION RD
 HENRIETTA NY 14467 -
 (585)359-2011

Thank you for the opportunity to provide you with the following quotation on a new International truck. I am sure the following detailed specification will meet your operational requirements, and I look forward to serving your business needs.

Model Profile
2027 HX520 SFA (HX520)

AXLE CONFIG:	6X4
APPLICATION:	Front Plow and Wing with Spreader
MISSION:	Requested GVWR: 66000. Calc. GVWR: 66000. Calc. GCWR: 80000 Calc. Start / Grade Ability: 39.58% / 2.92% @ 55 MPH Calc. Geared Speed: 71.1 MPH
DIMENSION:	Wheelbase: 224.00, CA: 134.00, Axle to Frame: 63.00
ENGINE, DIESEL:	{Cummins X15 470V} Productivity Series, EPA 2024, 470HP @ 1900 RPM, 1750 lb-ft Torque @ 900 RPM, 2000 RPM Governed Speed, 481 Peak HP (Max) {Fuller RTLO-18913A} 13-Speed Manual, Double Overdrive, Air Shift, Internal Lube Oil Pump {Eaton Fuller Advantage} Self-Adjusting, 15.5" Dia Two-Plate, Cast Angle Spring, Ceramic, 7-Spring Coaxial VCT Plus Damper with Pre-Damper, 2"-10 Tooth Splines, Mechanical Pull Type Control, 6-Button Disc, 1860-lb-ft Torque Capacity
TRANSMISSION, MANUAL:	{Meritor MFS-20-133A} Wide Track, I-Beam Type, 20,000-lb Capacity
CLUTCH:	{Meritor RT-46-160P} Single Reduction, 46,000-lb Capacity, with Lube Oil Pump, Driver Controlled Locking Differential in Forward-Rear and Rear-Rear Axle, 200 Wheel Ends Gear Ratio: 4.89
AXLE, FRONT NON-DRIVING:	Conventional, Day Cab
AXLE, REAR, TANDEM:	(2) 425/65R22.5 Load Range L XZY-3 (MICHELIN), 465 rev/mile, 65 MPH, All-Position (8) 11R24.5 Load Range H G182 RSD (GOODYEAR), 473 rev/mile, 75 MPH, Drive
CAB:	{Hendrickson PRIMAAX EX} 46,000-lb Capacity, 56" Axle Spacing, 9.0" Ride Height, with Shock Absorbers
TIRE, FRONT:	Cab schematic 100LY
TIRE, REAR:	Location 1: 0515, Dark Green (Prem)
SUSPENSION, REAR, AIR, TANDEM:	Chassis schematic N/A
PAINT:	

Josh

Financial Summary
2027 HX520 SFA (HX520)

January 06, 2026

Description	(US DOLLAR)	Price
Factory List Prices:		
Product Items	\$315,572.00	
Service Items	\$6,330.00	
Total Factory List Price Including Options:		\$321,902.00
PREP/DEL	\$0.00	
Spring Build /Ca. Wheel Covers	\$0.00	
prepay incentive 10k less if chassis is paid within 60 days of arriving at the body company	\$0.00	
Priced off the Onondaga Contract # 10914	\$0.00	
Total Preparation And Delivery:		\$0.00
Freight Charge		\$0.00
Total Freight:	\$0.00	
Total Factory List Price Including Freight:		\$0.00
Less Customer Allowance:		\$321,902.00
Total Vehicle Price:		(\$132,054.80)
Total Body/Allied Equipment:		\$189,847.20
Total Sale Price:		\$140,944.70
Total Per Vehicle Sales Price:		\$330,791.90
Net Sales Price:		\$330,791.90

Chassis Prepay option 10K Less \$179,847.20
\$320,791.90

Please feel free to contact me regarding these specifications should your interests or needs change. I am confident you will be pleased with the quality and service of an International vehicle.

Approved by Seller:

Official Title and Date

Authorized Signature

Accepted by Purchaser:

Firm or Business Name

Authorized Signature and Date

This proposal is not binding upon the seller without Seller's Authorized Signature

Official Title and Date

If you haven't added a planned maintenance service contract to your proposal yet, please get in touch with your local dealer, International or IC Bus Sales Representative to learn more about the benefits when ordering together with the vehicle.

International® Financial offers loans, a full line up of lease options, and can establish a line of credit for use towards the purchase of International and IC Bus vehicles. Ask your dealer, International® or IC Bus® Sales Representative about completing an International Financial credit application and any promotional offers that may be available. International Financial services are provided by Navistar Financial Corporation.

The TOPS FET Calculation is an estimate for reference purposes only. The seller is responsible for calculating and reporting/paying appropriate FET to the IRS.



Clives Corporation, dba
 Viking Clives (USA)
 14331 Mill Street
 Harrisville, NY 13648
 Phone: (315) 543-2321
 Fax: (315) 543-2366
 www.vikingclives.com

QUOTATION

Quote ID: MG00000770

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ONONDAGA 2013
 Catalog

ITEM NUMBER	QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
S79110F	4	INSTALL WING LIGHTS & DRIVING / TT LIGHTS		
S79115F	1	INSTALL SANDER / SPOT LIGHT		
S79117F	1	FACTORY INSTALL - REVOLVING OR STROBE LIGHT ON CAB		
S79118F	1	INSTALL ROOF BAR LIGHTS		
S79120F	1	INSTALL ON-SPOT TIRE CHAINS		
S79150F	1	INSTALL EXTRA VALVE SECTION (PER EACH SECTION)		
S79180F	1	INSTALL ELECTRIC SPEADER CNTRL (PIPED TO REAR OF CAB)		
S79210F	1	INSTALL DUMP BODY COMBINATION FRONT / REAR DISCH		
S79310F	1	INSTALL TARP SYSTEM SEMI-AUTOMATIC OR ELECTRIC		
SFFP01	1	FRONT OF FLOW COLOR - STANDARD ORANGE		
SRPP01	1	MATCH FRONT OF FLOW		
SFWP01	1	FRONT OF WING COLOR - STANDARD ORANGE		
SRWP01	1	REAR OF WING COLOR - MATCH FRONT OF WING		
SDBP03	1	NO PAINT ON BODY - STAINLESS STEEL		
Quote Total:				\$201,021.00
30.00% Discount:				(\$60,306.30)
Total Cost For Equipment:				\$140,714.70
Delivery to Region 1 Charges				\$230
Total Due				\$140,944.70

The following options may be added:

ITEM NUMBER	QUANTITY	DESCRIPTION	PRICE EACH	AMOUNT
		Change body to Auger		\$4,500.00

Customer must fill out the information below before the order can be processed.

Accepted by:	
Date:	
P.O. number:	

The price and terms on this quotation are not subject to verbal changes or other agreements unless approved in writing by the Home Office of the Seller. All quotations and agreements are contingent upon strikes, accidents, fires, availability of material and all other causes beyond our control. Prices are based on costs and conditions existing on date of quotation and are subject to change by the Seller before final acceptance.

- Typographical and stenographic errors subject to corrections. Purchaser agrees to accept either overage or shortage not in excess of ten percent to be charged pro-rata. Purchaser assumes liability for patent and copyright infringement when goods are made to Purchaser's specifications. When quotation specifies material to be furnished by the purchaser, ample allowance must be made for reasonable spoilage and material must be of suitable quality to facilitate efficient production.
- Conditions not specifically stated herein shall be governed by the established trade customs. Terms inconsistent with those stated herein which may appear on Purchaser's formal order will not be binding on the Seller.
- Unless otherwise stated, Installation charges do not include modifications to exhaust systems, cab protectors or bumpers.

*Live edge blades that scrapes the road and uses 30% less salt. It is sold by the foot and totals \$3,330.00 for a 10 wheeler. These blades last twice as long. Goal is to outfit a new truck with the blades each year. Next replacement isn't until February.

*Currently, already met last years salt usage for the whole winter. Definitely been plowing and salting more this winter season compared to last winter season.

*requesting to purchase the manual truck due to cheaper cost and more control of truck. Payment for truck will be into next year. Need to place order now in order to get at later date.

Water District Superintendent – Alan Williams

Pipe delivered for water project

Code Enforcement Officer – Alan Pierce

Code Enforcement report submitted to the Town Board.

Town of Middlesex Code Enforcement Monthly Report

Date: 1/7/26

Reporting Period: From 12/1/25 to 12/31/25

Code Enforcement Activities

- Number of Applications Received: 15
- Number of Permits Issued: 5
- Number of Permits Declined: 10 need more data
- Total Fees Accepted: \$ 6000

Major Tasks Completed

1. Meeting with homeowners for concept plans
2. Address's being assigned
3. Demo Permit/Re-build Fence Determination
4. Adding parcel data to software
5. Process of Zoning Board of Appeals

Items to Note

Adding environmental location (topography) to Lake Residential will distinguish whether a dwelling is seasonal or not to town code

Upcoming Projects

Several driveways being added Newell RD, Upper Hill RD Warren RD.
Houses being built. Several barns being constructed.
Lake houses new art additions

Planning Board Updates

Lafles New House/Barn
Ford Demo/Rebuild East Lake RD
Several Concept Plans

Zoning Board Updates

Spelman/Fields

Alan Pierce

Historian – Amberle Kelly

Yates County Legislature – Ed Bronson

David Adam, Supervisor

Set date for public hearing for the February Public Hearing regarding the Local Law Solar Moratorium as well as Tax Cap override - determined date is next board meeting on 2/12/26 @ 7 PM

Discuss 2nd distribution ESD Infrastructure Grant application for Yates County Town's & Villages – up to \$500k – reaching out to see what new playground would look like

Discuss hiring ChalifouxLaw, pc effective 12/16/2025 for legal guidance for the Zoning Board of Appeals upcoming projects due to current attorney conflict of interest

Williamson Law Book Co annual Town Clerk Plus software support contract

Notice of Intent from the Town of Potter to be the lead agency for SEQRA Purposes for adoption of short-term rental facility regulations local law – no opposition, therefore, no action

**TOWN OF ITALY
COUNTY OF YATES**

**Notice of Intent To Be Lead Agency For SEQRA Purposes
For Adoption of Short-Term Rental Facility Regulations Local Law**

TO: Yates County Legislature
Yates County Planning Board
Town of Jerusalem, Town Clerk
Town of Middlesex, Town Clerk
Town of Naples, Town Clerk
Town of Prattsburgh, Town Clerk
Town of Pulteney, Town Clerk
Town of Potter, Deputy Town Clerk
Ontario County Board of Supervisors
Steuben County Board of Supervisors
New York State Department of Parks, Recreation and Historic Preservation
New York State Department of Environmental Conservation
New York State Department of Transportation

From: Town Board of the Town of Italy
Date: December 20, 2025
Re: Lead Agency Intent

This Notice is sent at the direction of the Town Board of the Town of Italy. The Town Board of the Town of Italy is commencing the process for adoption of a Local Law establishing regulations for Short-term Rental Facilities in the Town of Italy.

The Town Board has determined that the proposed adoption of this Local Law is a "Type I" Action pursuant to the NYS Environmental Quality Review Act (SEQRA). Accordingly, a Full Environmental Assessment Form (FEAF) will be prepared, reviewed and adopted. The Town Board hereby declares its intent to seek "Lead Agency" status under the SEQRA regulations with respect to this Action.

Pursuant to the provisions of SEQRA, unless your agency submits a written objection to the Town Clerk of the Town of Italy at 6060 Italy Valley Road, Naples, NY 14512, within thirty (30) days of the date of the mailing or delivery hereof the Town Board of the Town of Italy will assume the role of "Lead Agency".

Enclosed herewith please find Part 1 of the Full Environmental Assessment Form (FEAF) as well as a copy of the proposed Short Term Rental Facility Regulation Local Law.

Debbie Craig – Town Clerk
Town of Italy
6060 Italy Valley Road
Naples, NY 14512

Ted Carman's ZBA Candidate – Pat Stringer

David,

This is to submit Pat Stringer for consideration and approval as a candidate for the Middlesex Zoning Board of Appeals.

Pat is an engaged resident of Middlesex residing with her husband Gordie at 731 East Lake Road. Pat is an active and key volunteer at the Friendship House having served as treasurer and in its operation and outreach to the community.

Her work experience and background include decades of work in the legal field in various capacities with different firms in the multi county area. Her experience includes work in real estate, trusts and estates along with litigation preparation. She recently retired from the legal field and is seeking a challenging opportunity and a larger role in the community.

Pat has an associate's degree plus additional education in accounting and other areas.

For background I have interviewed Pat and feel she would make a good candidate for the Zoning Board of Appeals.

Respectfully,

Edward H. Carman

Chairperson Middlesex ZBA

Discuss Oath of Office for the Town of Middlesex

FEMA update- completed with lake and crewwork. Simply waiting for the payment for admin work to be received.

MONTHLY REPORT OF SUPERVISOR

TO THE TOWN BOARD OF THE TOWN OF MIDDLESEX:

Pursuant to Section 125 of the Town Law, I hereby render the following detailed statement of all moneys received and disbursed by me during the month of December 2025.

DATED: January 8, 2026


 SUPERVISOR

	Balance 11/30/2025	Increases	Decreases	Balance 12/31/2025
A GENERAL FUND - TOWNWIDE				
CASH - CHECKING	44,676.76	87,072.95	2,328.61	129,421.10
CASH - MONEY MARKET 9144	1,479,241.86	19,094.47	87,072.95	1,411,263.38
PETTY CASH	162.04	0.00	0.00	162.04
TOTAL	1,524,080.66	106,167.42	89,401.56	1,540,846.52
DA HIGHWAY FUND				
CASH - CHECKING	54,846.67	372,839.92	415,321.75	12,364.84
CASH - SAVING	906,697.21	313,442.73	443,564.92	776,575.02
HWY EQUIPMENT RESERVE	81,364.64	257.13	0.00	81,621.77
TOTAL	1,042,908.52	686,539.78	858,886.67	870,561.63
HA ROAD REPAIR CAPITAL PROJECT				
CASH - CHECKING	1,508.89	0.00	0.00	1,508.89
SAVINGS	-92,217.00	66,000.00	0.00	-27,217.00
TOTAL	-90,708.11	66,000.00	0.00	-25,708.11
L MUNICIPAL LIBRARY				
CASH - CHECKING	7,771.94	2,876.15	6,493.11	4,154.98
CASH SAVINGS	49,322.08	130.58	2,876.15	46,576.49
TOTAL	57,094.00	3,006.73	9,369.26	50,731.47
PN CEMETERY				
CASH - CHECKING	0.00	2,328.61	2,328.61	0.00
CASH - SAVINGS 9144	0.00	2,328.61	0.00	2,328.61
TOTAL	0.00	4,657.22	2,328.61	2,328.61
SF FIRE PROTECTION DISTRICT				
	0.00	0.00	0.00	0.00
TOTAL	0.00	0.00	0.00	0.00
SL LIGHTING DISTRICT				
CASH - CHECKING	2,137.51	0.00	0.00	2,137.51
SAVINGS	5,100.00	0.00	0.00	5,100.00
TOTAL	7,237.51	0.00	0.00	7,237.51
SW WATER DISTRICT				

Year end Balance Change	Beginning Balance	Ending Balance	Difference	Interest Earned
	1-Jan-25	31-Dec-25		Year to Date
General Checking	\$ 346,926.55	\$ 54,462.01	\$ (292,464.54)	
General MMA	\$ 1,062,929.82	\$ 1,423,228.88	\$ 360,299.06	\$ 50,713.08
Highway Checking	\$ 198,670.38	\$ 56,786.27	\$ (141,884.11)	
Highway Savings	\$ 562,136.27	\$ 749,358.02	\$ 187,221.75	\$ 40,684.68
Highway Reserves		\$ 81,621.77	\$ 81,621.77	\$ 1,621.77
Health Insurance		\$ 7,479.59	\$ 7,479.59	
Water Checking	\$ 15,867.50	\$ 30,891.19	\$ 15,023.69	
Water Savings	\$ 387,096.25	\$ 421,405.67	\$ 34,309.42	\$ 14,793.27
Trust & Agency	\$ 11,442.65	\$ 40,304.16	\$ 28,861.51	
Total for all accounts	\$ 2,585,069.42	\$ 2,865,537.56	\$ 280,468.14	\$ 107,812.80

Attn: Board Members

Above is a list of the Jan 1 to December 31, 2025 beginning/ending balances for the actual bank account

Dec-25	Beginning Balance	Ending Balance	Difference	Interest Earned
	1-Dec-25	31-Dec-25		
General Checking	\$ 57,680.26	\$ 54,462.01	\$ (3,218.25)	
General MMA	\$ 1,484,341.86	\$ 1,423,228.88	\$ (61,112.98)	\$ 4,536.89
Highway Checking	\$ 57,779.21	\$ 56,786.27	\$ (992.94)	
Highway Savings	\$ 814,480.21	\$ 749,358.02	\$ (65,122.19)	\$ 2,400.74
Highway Reserves	\$ 81,364.64	\$ 81,621.77	\$ 257.13	\$ 257.13
Health Insurance	\$ 8,200.57	\$ 7,479.59	\$ (720.98)	
Water Checking	\$ 34,977.08	\$ 30,891.19	\$ (4,085.89)	
Water Savings	\$ 421,819.11	\$ 421,405.67	\$ (413.44)	\$ 1,331.36
Trust & Agency	\$ 8,770.22	\$ 40,304.16	\$ 31,533.94	
Total for all accounts	\$ 2,969,413.16	\$ 2,865,537.56	\$ (103,875.60)	\$ 8,526.12

Attn: Board Members

Above is a list of the December 2025 beginning/ending balances for the actual bank accounts.

Water Department Monthly Report

Date: 12/31/2025

Reporting Period: From 12/01/2025 to 12/31/2025

Major Tasks Completed


1. Added Late Fees to unpaid Accounts in November
 2. Entered Meter Readings
 3. Printed and Mailed water bills for Jan 1, 2026
 4. Collected \$2,500.86 in Water during November
 5. Collected \$1,029.06 in Water during December
-

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

Upcoming Projects

Expect to start receiving water payments coming in early January.

Submitted By:

Signature: 

Name: Denise Adam

Title: Water Clerk

Date: 12/31/2025

For Town Board Review – Monthly Meeting Date: 1/8/2026

Bookkeeper Department Monthly Report

Date: 12/31/2025

Reporting Period: From 11/14/2025 to 12/31/2025

Major Tasks Completed

1. Payroll 11/21/25, 12/5/2025, 12/19/2025 and 1/2/26 Completed
 2. Entered Invoices
 3. Completed Reconciliations for November and December
 4. Worked with Ted and Jan at Williamson to prepare for the end the year.
 5. Worked with Donna Wollschleger to make sure books were ready for the Annual Report
 6. Completed Line-Item Transfers
-
-

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

The last payroll landed on January 2, 2026, I normally move funds into Trust and Agency on a Thursday and payroll goes out on a Friday. Thursday was a holiday, I so I did the transfer on Wednesday December 31, 2025. This caused the system to show overbudget in 2025, we could have made adjustments to roll it in 2026, but 2026 will actually end up with 27 pay periods causing 2026 to be over budget. I have completed the line-item transfers.

Upcoming Projects

Submitted By:

Signature: 

Name: Denise Adam

Title: Bookkeeper

Date: 12/31/2025

For Town Board Review – Monthly Meeting Date: 12/31/25

Open PUBLIC COMMENTS @ 7:56 PM

Dave Wilson- asked if we were putting up snow fence this year. Highway Superintendent replied that it will be put up next week as it is already on the schedule. Dave Wilson asked why it isn't put up sooner. Highway Superintendent replied that they went directly from paving to plowing in the same week and they hadn't stopped until this week and the ground was too soft and incredibly unsafe due to the fast unthaw and rain.

Hearing no other comments;

Close PUBLIC COMMENTS at 7:59

Motions

Motion to adopt A, B, C & D in one motion on operations for the Town of Middlesex:

A. TOWN BOARD MEETING DATES:

The second Thursday of each month at 7:00 PM be set as the regular Town Board meeting dates and accept rules of procedure for those meetings.

B. DESIGNATION OF OFFICIAL TOWN NEWSPAPER:

The Canandaigua Daily Messenger be designated as the official newspaper for the Town of Middlesex.

C. ATTORNEY FOR THE TOWN:

Jeff Graff be appointed Attorney for the Town of Middlesex.

D. HEALTH OFFICER FOR THE TOWN:

The Robert J. Ostrander MD be appointed as Health Officer for the Town of Middlesex

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

RESOLUTIONS

SUPERVISOR APPOINTMENTS

Resolution # 1-26

RESOLVE that Paul Mitchell, Board member, be appointed Deputy Supervisor.

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 2-26

RESOLVE that Denise Adam be appointed Bookkeeper/ Water Bill Collector.

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

TOWN CLERK APPOINTMENTS:

Resolution # 3-26

RESOLVE that Denise Adam will be appointed Deputy Town Clerk.

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

CODE ENFORCEMENT APPOINTMENTS:

Resolution # 4-26

RESOLVE that Alan Pearce to be appointed Code Enforcement Officer

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

WATER APPOINTMENTS:

Resolution # 5-26

RESOLVE that Alan Williams to be appointed Water Superintendent

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

HISTORIAN APPOINTMENTS:

Resolution # 6-26

RESOLVE that Amberlee Kelly to be appointed Town Historian

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

HIGHWAY SUPERINTENDENT APPOINTMENTS:

Resolution # 7-26

RESOLVE that Tim Soles be appointed Deputy Highway Superintendent

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell
Nays 0

TOWN HALL CUSTODIAN APPOINTMENTS:

Resolution # 8-26

RESOLVE that Amberlee Kelly to be appointed Town Hall cleaner

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell
Nays 0

APPOINTMENTS/POLICIES – RELATED TO COURTS:

Resolution # 9-26

RESOLVE that Debbie Craig be appointed court clerk for Justice Randolph.

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell
Nays 0

Resolution # 10-26

RESOLVE that the town Justice’s records and docket were audited and no issues were found. We hereby resolve to approve the town justice records and docket.

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

Roll Call:

David Adam	Aye
Austin Liddiard	Aye
Stephaine Betts	Aye
Paul Mitchell	Aye

APPOINTMENTS/POLICIES – RELATED TO PLANNING BOARD/ZBA:

Resolution # 11-26

RESOLVE that Elizabeth Altemus be appointed as PB/ZBA Clerk

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 12-26

RESOLVE that following be appointed for the Planning Board:

Case Smeenk Chairman

Nathan Duffy Planning Board Member

Gordon Stringer Planning Board Member

Terry Mott Planning Board Member

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 13-26

RESOLVE that following be appointed for the Zoning Board of Appeals

Edward Carman Chairman

Richard DeMallie ZBA Member

Win (Robert) Harper ZBA Member

David Wilson ZBA Member

Patricia Stringer ZBA Member

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

APPOINTMENTS/POLICIES – RELATED TO FISCAL RELATED ISSUES:

Resolution # 14-26

RESOLVE that the Supervisor and Deputy Supervisor be authorized to pay vouchers before the Town Board meeting. (Includes but is not limited to utilities, fuel, insurance, etc.)

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 15-26

RESOLVE that the Town Clerk and Deputy Clerk are hereby authorized to sign checks related to the Town Clerk, Tax Collection, Water Bills, and escrow accounts.

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 16-26

RESOLVE that the Standard Work Day be: 8:00 AM – 5:00 PM (8 hours)

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

DESIGNATION OF OFFICIAL TOWN DEPOSITORY:

Resolution # 17-26

RESOLVE That Lyons National Bank is designated as official depository for the Town of Middlesex, with the Supervisor and Deputy Supervisor authorized to sign checks and other financial papers.

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0



END of Annual Organizational resolutions



Resolution # 18-26

RESOLVE to hire attorney ChalifouxLaw, pc effective December 16, 2025 to represent the Town of

Middlesex Zoning Board of Appeals for legal guidance for upcoming projects due to current attorney conflict of interest

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 19-26

RESOLVE to sign Williamson Law Book Co annual Town Clerk Plus software support contract for 1/1/26 to 12/31/26

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 20-26

RESOLVE to appoint Pat Stringer for a Zoning Board of Appeals Board member effective January 1, 2026 with a four year term until 12/31/2030 with recommendation from ZBA Chair, Ted Carman

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 21-26

RESOLVE to AMEND resolution 19-26 to appoint Pat Stringer for a Zoning Board of Appeals Board member effective January 1, 2026 with a four year term until 12/31/2029 with recommendation from ZBA Chair, Ted Carman

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 22-26

RESOLVE to move overflow amount of \$25,708.11 from DA Fund Balance to HA Fund Balance due to \$65,000.00 being budgeted to pay the BAN

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 23-26

RESOLUTION TO RATIFY PRIOR BOARD ACTIONS

WHEREAS, Leon Button was elected as a Town Board member at the November 7, 2023 election to serve a four-year term beginning January 1, 2024; and

WHEREAS, Town Law §25 requires every town officer to file with the Town Clerk an oath of office within 30 days after the commencement of his or her term of office and Public Officers Law §30 provides that an office shall be vacant upon an elected officer’s “refusal or neglect to file his official oath . . . before or within thirty days after the commencement of the term of office for which he is chosen, if an elective office”; and

WHEREAS, Leon Button did not file an oath of office within 30 days after the commencement of his term of office that began on January 1, 2024, which made his office vacant; and

WHEREAS, despite his office having become vacant, Leon Button continued to sit with the Town Board and cast votes with the Town Board during 2024 and 2025 despite not filing his oath of office and his office becoming vacant; and

WHEREAS, any votes cast in 2024 and 2025 by Leon Button with the Town Board are invalid and cannot be counted as an official vote of the Town Board; and

WHEREAS, the Town Board now seeks to revisit and rectify certain past votes taken at the October 9, 2025 Town Board regular meeting that included Leon Button’s vote as a deciding vote, such votes affecting Resolutions #40 – 46, to ensure proper governance and legal standing.

NOW, THEREFORE, BE IT RESOLVED that the Town Board hereby revisits Resolution #40-25 and votes to ratify Resolution #40-25 and approve, retroactive to October 9, 2025, to grant permission for the CanLake Ultras Race on October 11 to race through Middlesex on the following race route: West Ave, SR 364, South Vine Valley Rd, South Lake Rd, Vine Valley Rd, North Vine Valley Rd, and Bare Hill Rd.; and be it further

RESOLVED that the Town Board hereby revisits Resolution #41-25 and votes to ratify Resolution #41-25 and to approve, retroactive to October 9, 2025, to pay audit of claims. October, 2025:

- o Highway Fund claims Nos. 177-193 in the amount of \$37,789.93 as set forth in abstract No 010 dated 10/09/2025
- o Water District claims Nos. 28-30 in the amount of \$26,653.45 as set forth in abstract No 010 dated 10/09/2025
- o General Fund – Townwide claims Nos. 233-255 in the amount of \$13,417.18 as set forth in abstract No 010 dated 10/09/2025; and be it further

RESOLVED that the Town Board hereby revisits Resolution #42-25 and votes to ratify Resolution #42-25 and approve, retroactive to October 9, 2025, acquisition on part of 22.02-1-34.1, 1078 Lincoln Avenue, in the amount of One Dollar (\$1.00); and be it further

RESOLVED that the Town Board hereby revisits Resolution #43-25 and votes to ratify Resolution #43-25 and approve, retroactive to October 9, 2025, for the Town of Middlesex to enter into a one-year lease agreement with the Vine Valley Store LLC as of January 1, 2026 until December 31,2026; and be it further

RESOLVED that the Town Board hereby revisits Resolution #44-25 and votes to ratify Resolution #44-25 and approve, retroactive to October 9, 2025, to enter into agreement and sign the contract for the 2025-2026 Snow & Ice Control Agreement with Yates County; and be it further

RESOLVED that the Town Board hereby revisits Resolution #45-25 and votes to ratify Resolution #45-25 and approve, retroactive to October 9, 2025, to publicly post Standard work day and reporting resolution for elected and appointed officials for a minimum of 30 days for the following NYSLRS members:

- o Council Member Stephaine Betts
- o Town Clerk Rebecca Moore
- o Highway Superintendent Joshua Burnett; and be it further

RESOLVED that the Town Board hereby revisits Resolution #46-25 and votes to ratify Resolution #46-25 and approve, retroactive to October 9, 2025, to move \$6,000.00 to Supervisor contract services for 2026 budget.

I, Rebecca Moore, Town Clerk of the Town of Middlesex do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Middlesex on January 8 2026, by the following vote:

	<u>Aye</u>	<u>Nay</u>
David Adam	_X_	_____
Austin Liddiard	_X_	_____
Paul Mitchell	_X_	_____
Stephanie Betts	_X_	_____

Resolution # 24-26

RESOLUTION TO FILL A VACANCY ON THE TOWN BOARD

WHEREAS, Leon Button was elected as a Town Board member at the November 7, 2023 election to serve a four-year term beginning January 1, 2024; and

WHEREAS, Town Law §25 requires every town officer to file with the Town Clerk an oath of office within 30 days after the commencement of his or her term of office and Public Officers Law §30 provides that an office shall be vacant upon an elected officer’s “refusal or neglect to file his official oath . . . before or within thirty days after the commencement of the term of office for which he is chosen, if an elective office”; and

WHEREAS, Leon Button did not file an oath of office within 30 days after the commencement of his term of office that began on January 1, 2024, which made his office vacant; and

WHEREAS, Town Law § 64 5. empowers the Town Board to fill vacancies in any town office and if “the appointment be made to fill a vacancy in an elective office, the person so appointed shall hold office until the commencement of the calendar year next succeeding the first annual election at which the vacancy may be filled”; and

WHEREAS, NYS has switched local, town elections to be held in even years such that the next annual election will be November 3, 2026, and

WHEREAS, should the Town Board appoint someone to fill this vacancy, such person would serve through December 31, 2026 and there would need to be an election for the remainder of this vacant term (being calendar year 2027), pursuant to Public Officers Law § 42, at the November 3, 2026 election.

NOW, THEREFORE, BE IT RESOLVED that the Town Board finds that Leon Button is qualified to hold the office of town council member; and be it further

RESOLVED that the Town Board hereby appoints Leon Button to fill the vacancy in the vacant town council position until the commencement of the calendar year next succeeding the first annual election at which the vacancy may be filled.

I, Rebecca Moore, Town Clerk of the Town of Middlesex do hereby certify that the aforementioned resolution was adopted by the Town Board of the Town of Middlesex on January 8 2026, by the following vote:

	<u>Aye</u>	<u>Nay</u>
David Adam	<u> X </u>	_____
Austin Liddiard	<u> X </u>	_____
Paul Mitchell	<u> X </u>	_____
Stephanie Betts	<u> X </u>	_____

Resolution # 25-26

RESOLVED to pay audit of claims. December 31, 2025:

- Highway Fund claims Nos. 226-234 in the amount of \$42,912.54 as set forth in abstract No 013 dated 12/31/2025
- Water District claims Nos. 37-38 in the amount of \$13,176.95 as set forth in abstract No 013 dated 12/31/2025
- General Fund – Townwide claims Nos. 303 - 317 in the amount of \$10,749.63 as set forth in abstract No 013 dated 12/31/2025
- Trust & Agency claims Nos. 11 in the amount of \$4,328.53 as set forth in abstract No 013 dated 12/31/2025

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 26-26

RESOLVED to pay audit of claims. January 8, 2026:

- Highway Fund claims Nos. 1-9 in the amount of \$51,537.69 as set forth in abstract No 001 dated 01/08/2026
- Water District claims Nos. 1-2 in the amount of \$22,509.50 as set forth in abstract No 001 dated 01/08/2026
- General Fund – Townwide claims Nos. 1-8 in the amount of \$12,790.69 as set forth in abstract No 001 dated 01/08/2026

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 27-26

RESOLVE to approve LINE ITEMS TRANSFERS for December 31, 2025

Line Item Transfers 12/31/2025

\$ 21,397.01 from DA5148.1 Serv Other Personnel Services to DA5110.1 Repairs Personnel Services
\$ 1,484.04 from DA9060.8 Medical Insurance to DA9030.8 Social Security
\$ 389.50 from DA5142.4 Snow Town Contractual to DA9730.7 BAN Anticipated Interest
\$ 919.47 from SW8310.2 Administrative Equipment to SW8310.1 Administration - Personnel Services
\$ 75.23 from SW8310.2 Administrative Equipment to SW8310.4 Administration Contractual
\$ 58.63 from SW9010.8 Retirement to SW9030.8 Social Security
\$ 267.00 from A1910.4 Contingent to A1010.1 Town Board Personnel Services
\$ 514.33 from A1110.4 Justice Contractual to A1110.1 Justice -Personnel Services
\$ 182.50 from A1110.4 Justice Contractual to A1110.11 Justice Clerk Personnel Services
\$ 393.55 from A1910.4 Contingent to A1220.1 Supervisor Personnel Services
\$ 106.09 from A1910.4 Contingent to A1325.1 Bookkeeper Personnel Services
\$ 278.99 from A1330.2 to A330.1 Tax Collector Personnel Services
\$ 162.08 from A1910.4 Contingent to A1340.1 Budget Personnel Services
\$ 1,780.00 from A1910.4 Contingent to A1340.11 Budget Clerk Personnel Services
\$ 547.67 from A1410.11 Town Clerk Deputy Personnel Services to A1355.1 Assessor Personnel Services
\$ 535.10 from A1410.11 Deputy Personnel Services to A1410.1 Town Clerk Personnel Services
\$ 255.51 from A1620.4 Buildings Contractual to A1620.1 Buildings Personnel Services
\$ 2,240.00 from A5132.4 Garage Contractual to A5010.1 Supt Highways Personnel Services
\$ 3,767.04 from A1910.4 Contingent to A8010.11 Code Office Personnel Services
\$ 1,144.70 from A9060.8 Hospital to A9030.8 Social Security
\$ 6,563.69 from A1440.4 Engineer Contractual to A8010.4 Zoning Contractual
\$ 3,615.59 from A1420.4 Attorney Contractual to A8020.4 Planning Contractual

\$ 46,677.72

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Resolution # 28-26

RESOLVE to approve ordering the 2027 HX520 SFA for the amount of \$320,791.90

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

ADOPTED: Ayes 4 Adam, Liddiard, Betts, Mitchell

Nays 0

Adjourn

With no further business to discuss, a motion was made by Council Member Betts – seconded by Council Member Liddiard, with all in favor to adjourn the regular meeting of the Town Board of the Town of Middlesex at 9:11 PM.