



*a town for a lifetime*  
**IRONDEQUOIT** *New York*

**REGULAR TOWN BOARD MEETING**

**SEPTEMBER 16, 2025**

**7:00 PM**

**AGENDA**

09/15/2025 9:28 AM

**PLEDGE OF ALLEGIANCE**

**ROLL CALL**

**SUPERVISOR'S REMARKS & ANNOUNCEMENTS**

**PRESENTATION(S)**

**PROCLAMATION(S)**

**PUBLIC INPUT**

**FINANCIAL REPORT**

**APPROVAL OF MINUTES**

August 11, 2025 Workshop Town Board Meeting Minutes

August 19, 2025 Regular Town Board Meeting Minutes

**PUBLIC HEARINGS:**

**7:35PM**

**08A2025-3** On the matter of a proposed Local Law to Amend Town Code Chapter 235 regarding Short-Term Rentals

**09PH2025-1 Resolution** Enacting a Local Law to Amend Town Code Chapter 235 regarding Short-Term Rentals

**See Exhibit A**

## **ITEM(S) FOR BOARD ACTION:**

### **Appointments:**

**09A2025-1 Resolution** Authorizing the Reappointment of the Town Assessor

**09A2025-2 Resolution** Authorizing the Appointment of a Working Foreman

### **Community Development:**

**09A2025-3 Resolution** Authorizing 2025 Tax Levies

**09A2025-4 Resolution** Authorizing the use of fund balance for the purchase of four sets of Personal Protective equipment to be used by the Fire Marshal's Office

### **Comptroller:**

**09A2025-5 Resolution** Authorizing Capital Lease Financing Agreement with M & T Bank for Equipment for the Bureau of Public Works

**09A2025-6 Resolution** Authorizing an Amendment to the 2025 Library Budget

### **Police:**

**09A2025-7 Resolution** Authorizing Attendance to the New York Women in Law Enforcement 14<sup>th</sup> Annual Training Conference

**09A2025-8 Resolution** Authorizing the Attendance to the Utilizing Vehicle Data to Enhance Investigations Course

**09A2025-9 Resolution** Authorizing attendance to Group Crisis Intervention Course

### **Public Works:**

**09A2025-10 Resolution** Authorizing the Supervisor to Sign Supplemental Agreement #2 for New York State Snow & Ice 2024-2025 Season

### **Upcoming Meetings:**

|                            |                    |       |
|----------------------------|--------------------|-------|
| WORKSHOP MEETING           | September 8, 2025  | @ 4PM |
| REGULAR TOWN BOARD MEETING | September 16, 2025 | @ 7PM |
| WORKSHOP MEETING           | October 13, 2025   | @ 4PM |

**EXPENSES**

| Fund                                 | Original Budget | Amended Budget | Cumulative, Year to Month End |           |                   | Percent of Year Elapsed | Percent of Budget Spent & Enc'd |
|--------------------------------------|-----------------|----------------|-------------------------------|-----------|-------------------|-------------------------|---------------------------------|
|                                      |                 |                | Expended                      | Encumb'd  | Available Balance |                         |                                 |
|                                      |                 |                | 18,729,369                    |           |                   |                         |                                 |
| A001 General (includes cemetery)     | 27,425,985      | 28,247,394     | 17,287,074                    | 1,442,295 | 9,518,025         | 66.7%                   | 66.3%                           |
| percent of amended budget            |                 |                | 61.2%                         | 5.1%      | 33.7%             |                         |                                 |
| L005 Library                         | 2,912,281       | 2,912,339      | 1,814,859                     | 14,051    | 1,083,429         | 66.7%                   | 62.8%                           |
| percent of amended budget            |                 |                | 62.3%                         | 0.5%      | 37.2%             |                         |                                 |
| DA21 Highway # 1, Road Impvts.       | 3,678,544       | 3,699,860      | 2,781,843                     | 1,172,658 | -254,640          | 66.7%                   | 106.9%                          |
| percent of amended budget            |                 |                | 75.2%                         | 31.7%     | -6.9%             |                         |                                 |
| DA23 Highway # 3, Equipment Maint.   | 1,165,260       | 1,186,711      | 729,020                       | 91,838    | 365,853           | 66.7%                   | 69.2%                           |
| percent of amended budget            |                 |                | 61.4%                         | 7.7%      | 30.8%             |                         | 87.4%                           |
| DA24 Highway # 4, ROW / Winter       | 1,136,861       | 1,174,587      | 438,235                       | 84,995    | 651,357           | 66.7%                   | 44.5%                           |
| percent of amended budget            |                 |                | 37.3%                         | 7.2%      | 55.5%             |                         |                                 |
| SS31 Consolidated San. Sewer Dist.   | 3,952,116       | 4,210,611      | 1,909,506                     | 328,183   | 1,972,922         | 66.7%                   | 53.1%                           |
| percent of amended budget            |                 |                | 45.3%                         | 7.8%      | 46.9%             |                         |                                 |
| SD38 Stormwater Drainage Dist.       | 983,012         | 985,534        | 332,075                       | 28,184    | 625,275           | 66.7%                   | 36.6%                           |
| percent of amended budget            |                 |                | 33.7%                         | 2.9%      | 63.4%             |                         |                                 |
| SS32 Bayshore Blvd Sewer District    | 9,365           | 9,365          | 0                             | 0         | 9,365             | 66.7%                   | 0.0%                            |
| percent of amended budget            |                 |                | 0.0%                          | 0.0%      | 100.0%            |                         |                                 |
| SS36 LaSalle Landing Sewer District  | 136             | 136            | 272                           | 0         | -136              | 66.7%                   | 200.0%                          |
| percent of amended budget            |                 |                | 200.0%                        | 0.0%      | -100.0%           |                         |                                 |
| SS39 Rock Beach San. Sewer Dist.     | 7,698           | 7,698          | 249                           | 0         | 7,449             | 66.7%                   | 3.2%                            |
| percent of amended budget            |                 |                | 3.2%                          | 0.0%      | 96.8%             |                         |                                 |
| SS40 Orland Road San. Sewer Dist.    | 16,524          | 16,524         | 1,262                         | 0         | 15,262            | 66.7%                   | 7.6%                            |
| percent of amended budget            |                 |                | 7.6%                          | 0.0%      | 92.4%             |                         |                                 |
| SW51 Sea Breeze Water District       | 1,257,191       | 1,257,191      | 871,328                       | 0         | 385,863           | 66.7%                   | 69.3%                           |
| percent of amended budget            |                 |                | 69.3%                         | 0.0%      | 30.7%             |                         |                                 |
| SL71 - SL98 Lighting Districts       | 21,330          | 21,330         | 50,096                        | 0         | -28,766           | 66.7%                   | 234.9%                          |
| percent of amended budget            |                 |                | 234.9%                        | 0.0%      | -134.9%           |                         |                                 |
| TOTAL                                | 42,566,303      | 43,729,281     | 26,215,819                    | 3,162,204 | 14,351,258        | 66.7%                   | 67.2%                           |
|                                      |                 |                | 29,378,023                    |           |                   |                         |                                 |
| Percent of Amended Budget Spent      |                 |                | 60.0%                         |           |                   |                         |                                 |
| Percent of Amended Budget Encumbered |                 |                |                               | 7.2%      |                   |                         |                                 |
| Total Percent Spent & Encumbered     |                 |                |                               |           |                   |                         | 67.2%                           |
| Tax Levy Sensitive                   | 36,328,432      | 37,230,392     | 23,051,302                    | 2,805,837 | 11,373,253        | 66.7%                   | 69.5%                           |
| Total Spent + Encumbered             |                 | 25,857,139     | 61.9%                         | 7.5%      | 30.5%             |                         | 69.5%                           |

**REVENUES**

| Fund                                    | Original Budget | Amended Budget | Cumulative Receipts Through This Month | Balance to be Received | Percent of Real Estate Tax | Percent of Year Elapsed | Percent of Revenue Received |
|-----------------------------------------|-----------------|----------------|----------------------------------------|------------------------|----------------------------|-------------------------|-----------------------------|
| A001 General:                           |                 |                |                                        |                        |                            |                         |                             |
| Real Estate Tax (A001-410010)           | 13,010,649      | 13,010,649     | 13,010,649                             | 0                      | 67.2%                      |                         | 100.0%                      |
| Payment In Lieu of Tax (A001-410811/12) | 283,641         | 283,641        | 300,505                                | -16,864                |                            |                         | 105.9%                      |
| Sales Tax (A001-411200)                 | 7,000,000       | 7,000,000      | 2,903,999                              | 4,096,001              |                            |                         | 41.5%                       |
| Per Capita State Aid (A001-430010)      | 613,283         | 613,283        | 0                                      | 613,283                |                            |                         | 0.0%                        |
| Mortgage Tax (A001-430050)              | 990,000         | 990,000        | 173,179                                | 816,821                |                            |                         | 17.5%                       |
| Interest Earnings (A001-424010)         | 33,000          | 33,000         | 126,773                                | -93,773                |                            |                         | 384.2%                      |
| Franchise Cable TV (A001-411700)        | 604,000         | 604,000        | -3,320                                 | 607,320                |                            |                         | -0.5%                       |
| Recreation Program Fees (A001-420010)   | 765,000         | 765,000        | 667,985                                | 97,015                 |                            |                         | 87.3%                       |
| Cemetery Revenues(A001-421900/426650)   | 167,000         | 167,000        | 111,894                                | 55,106                 |                            |                         | 67.0%                       |
| Fines & Bail Forfeitures (A001-426100)  | 101,000         | 101,000        | 52,871                                 | 48,129                 |                            |                         | 52.3%                       |
| Other Sources of Revenue                | 2,358,412       | 2,452,636      | 1,593,568                              | 859,068                |                            |                         | 65.0%                       |
| Appropriated Fund Balance               | 1,500,000       | 1,500,000      | 1,500,000                              | 0                      |                            |                         |                             |
| Total, Revenue & Fund Balance           | 27,425,985      | 27,520,209     | 20,438,103                             | 7,082,106              |                            | 66.7%                   | 74.3%                       |

| Fund                                                | Original<br>Budget | Amended<br>Budget | Cumulative<br>Receipts<br>as of<br>This Month | Balance<br>to be<br>Received | Percent<br>of<br>Real Estate<br>Tax | Percent<br>of<br>Year<br>Elapsed | Percent<br>of<br>Revenue<br>Received |
|-----------------------------------------------------|--------------------|-------------------|-----------------------------------------------|------------------------------|-------------------------------------|----------------------------------|--------------------------------------|
| L005 Library                                        |                    |                   |                                               |                              |                                     |                                  |                                      |
| Real Estate Tax                                     | 2,793,421          | 2,793,421         | 2,793,421                                     | 0                            | 14.4%                               |                                  | 100.0%                               |
| Other Sources of Revenue                            | 118,860            | 118,860           | 62,862                                        | 55,998                       |                                     |                                  | 52.9%                                |
| Appropriated Fund Balance                           | 0                  | 0                 | 0                                             | 0                            |                                     |                                  |                                      |
| Total, Revenue & Fund Balance                       | 2,912,281          | 2,912,281         | 2,856,283                                     | 55,998                       |                                     | 66.7%                            | 98.1%                                |
| DA21, DA23, DA24 Highway Funds                      |                    |                   |                                               |                              |                                     |                                  |                                      |
| Real Estate Tax                                     | 3,562,155          | 3,562,155         | 3,562,155                                     | 0                            | 18.4%                               |                                  | 100.0%                               |
| All Other Sources                                   | 1,918,510          | 1,918,510         | 666,664                                       | 1,251,846                    |                                     |                                  | 34.7%                                |
| Appropriated Fund Balance                           | 500,000            | 500,000           | 500,000                                       | 0                            |                                     |                                  |                                      |
| Total, Revenue & Fund Balance                       | 5,980,665          | 5,980,665         | 4,728,819                                     | 1,251,846                    |                                     | 66.7%                            | 79.1%                                |
| SS31 Consolidated San. Sewer District               |                    |                   |                                               |                              |                                     |                                  |                                      |
| Sewer Service Charges                               | 3,449,180          | 3,449,180         | 3,449,180                                     | 0                            |                                     |                                  | 100.0%                               |
| Other Sources of Revenue                            | 152,936            | 152,936           | 28,967                                        | 123,969                      |                                     |                                  | 18.9%                                |
| Appropriated Fund Balance                           | 350,000            | 350,000           | 350,000                                       | 0                            |                                     |                                  |                                      |
| Total, Revenue & Fund Balance                       | 3,952,116          | 3,952,116         | 3,828,147                                     | 123,969                      |                                     | 66.7%                            | 96.9%                                |
| SD38 Stormwater Drainage District                   |                    |                   |                                               |                              |                                     |                                  |                                      |
| District Service Charges                            | 970,012            | 970,012           | 970,012                                       | 0                            |                                     |                                  | 100.0%                               |
| Other Sources of Revenue                            | 13,000             | 13,000            | 3,447                                         | 9,553                        |                                     |                                  | 26.5%                                |
| Appropriated Fund Balance                           | 0                  | 0                 | 0                                             | 0                            |                                     |                                  |                                      |
| Total, Revenue & Fund Balance                       | 983,012            | 983,012           | 973,459                                       | 9,553                        |                                     | 66.7%                            | 99.0%                                |
| SS32 Bayshore Blvd Sewer District                   |                    |                   |                                               |                              |                                     |                                  |                                      |
| District Capital Charges                            | 9,365              | 9,365             | 9,365                                         | 0                            |                                     |                                  | 100.0%                               |
| Other Sources of Revenue                            | 0                  | 0                 | 0                                             | 0                            |                                     |                                  | #DIV/0!                              |
| Total Revenue                                       | 9,365              | 9,365             | 9,365                                         | 0                            |                                     | 66.7%                            | 100.0%                               |
| SS36 LaSalle Landing Sewer District                 |                    |                   |                                               |                              |                                     |                                  |                                      |
| District Capital Charges                            | 136                | 136               | 136                                           | 0                            |                                     |                                  | 100.0%                               |
| Other Sources of Revenue                            | 0                  | 0                 | -35                                           | 35                           |                                     |                                  | #DIV/0!                              |
| Total Revenue                                       | 136                | 136               | 101                                           | 35                           |                                     | 66.7%                            | 74.3%                                |
| SS39 Rock Beach San. Sewer District                 |                    |                   |                                               |                              |                                     |                                  |                                      |
| District Capital Charges                            | 7,698              | 7,698             | 7,698                                         | 0                            |                                     |                                  | 100.0%                               |
| Other Sources of Revenue                            | 0                  | 0                 | -32                                           | 32                           |                                     |                                  | #DIV/0!                              |
| Total Revenue                                       | 7,698              | 7,698             | 7,666                                         | 32                           |                                     | 66.7%                            | 99.6%                                |
| SS40 Orland Road San. Sewer District                |                    |                   |                                               |                              |                                     |                                  |                                      |
| District Capital Charges                            | 16,524             | 16,524            | 16,524                                        | 0                            |                                     |                                  | 100.0%                               |
| Other Sources of Revenue                            | 0                  | 0                 | 202                                           | -202                         |                                     |                                  | #DIV/0!                              |
| Total Revenue                                       | 16,524             | 16,524            | 16,726                                        | -202                         |                                     | 66.7%                            | 101.2%                               |
| SW51 Sea Breeze Water District                      |                    |                   |                                               |                              |                                     |                                  |                                      |
| District Real Estate Tax                            | 43,425             | 43,425            | 43,425                                        | 0                            |                                     |                                  | 100.0%                               |
| Other Sources of Revenue                            | 1,213,766          | 1,213,766         | 647,946                                       | 565,820                      |                                     |                                  | 53.4%                                |
| Appropriated Fund Balance                           | 0                  | 0                 | 0                                             | 0                            |                                     |                                  |                                      |
| Total, Revenue & Fund Balance                       | 1,257,191          | 1,257,191         | 691,371                                       | 565,820                      |                                     | 66.7%                            | 55.0%                                |
| SL71 - SL98 Lighting Districts                      |                    |                   |                                               |                              |                                     |                                  |                                      |
| District Real Estate Tax                            | 21,330             | 21,330            | 21,330                                        | 0                            |                                     |                                  | 100.0%                               |
| Other Sources of Revenue                            | 0                  | 0                 | 6,055                                         | -6,055                       |                                     |                                  |                                      |
| Appropriated Fund Balance                           | 0                  | 0                 | 0                                             | 0                            |                                     |                                  |                                      |
| Total, Revenue & Fund Balance                       | 21,330             | 21,330            | 27,385                                        | -6,055                       |                                     | 66.7%                            | 128.4%                               |
| Summary of Revenues and Appropriated Fund Balances  |                    |                   |                                               |                              |                                     |                                  |                                      |
| Real Estate Tax                                     | 19,366,225         | 19,366,225        | 19,366,225                                    | 0                            | 100.0%                              |                                  | 100.0%                               |
| Special District Real Estate Tax                    | 64,755             | 64,755            | 64,755                                        | 0                            |                                     |                                  | 100.0%                               |
| Sanitary Sewer Service Charges                      | 3,482,903          | 3,482,903         | 3,482,903                                     | 0                            |                                     |                                  | 100.0%                               |
| Stormwater District Service Charges                 | 970,012            | 970,012           | 970,012                                       | 0                            |                                     |                                  | 100.0%                               |
| Other Sources of Revenue                            | 16,332,408         | 16,426,632        | 7,343,529                                     | 9,083,103                    |                                     |                                  | 44.7%                                |
| TOTAL                                               | 40,216,303         | 40,310,527        | 31,227,424                                    | 9,083,103                    |                                     | 66.7%                            | 77.5%                                |
| Appropriated Fund Balance                           | 2,350,000          | 2,350,000         | 2,350,000                                     | 0                            |                                     |                                  | 100.0%                               |
| Grand Total, Revenues and Appropriated Fund Balance | 42,566,303         | 42,660,527        | 33,577,424                                    | 9,083,103                    |                                     |                                  | 78.7%                                |

## **Town Board Meeting Notes**

**The August 31<sup>st</sup> financial results for the Town: total expenses are \$29,378k or 67.2% of budget which is slightly higher than the 66.7% of the year that has elapsed. Total expenses break down as follows: actual expenses \$26,216k; encumbrances \$3,162k. The encumbrances are 7.2% of budget as departments continue to commit to services and supplies for the remainder of the year.**

**General Fund expenses are on par with budget at 66.3% or \$18,729k. The split here is actual expenditures – \$17,287k and encumbered expenses – \$1,442k.**

**Incorporated within the General Fund expenses are legal expenses, town wide street lighting and the EMS contract.**

**Jointly, the highway funds' expenses are greater than the percentage of the year that has elapsed at 87.4% or \$5,299k. These costs are traditionally driven by salt, fuel, roadwork and paving services and materials such as oil and stoning and asphalt. Highway I is currently realizing sizable roadwork and paving expenditures as well as paving materials encumbrances.**

**Expenditures in the Library are 62.8% of budget—\$1,829k.**

**Sewer Fund expenses of \$2,238k equate to 53.1% of budget.**

**Expenses in Stormwater Drainage total \$360k—36.6% of budget.**

**Expenses excluding encumbrances for the Town as well as the three major funds are less than the percent of the year that has elapsed. 66.7% of the year has elapsed and the expenditures percentage (exclusive of encumbrances) for the Town is 60.0%; the General Fund is 61.2%; Sewer is 45.3%; and for the collective Highway**

**funds—65.2%.**

**Total General Fund Revenue is \$20,438k representing 74.3% of budget. Real estate taxes of \$13,011k have been collected. Payments In Lieu Of Taxes equal 105.9% of budget— \$301k. Five months of Sales Tax of \$2,904k (41.5% of budget) has been received. Other major revenue items such as Aid and Incentives for Municipalities, Franchise Cable TV revenue, and the remaining 3 quarters of mortgage tax are expected later in the year.**

**Regarding the entire Town: \$33,577k or 78.7% of revenue and appropriated fund balance have been received to-date.**

**At the end of August, the Library has received \$2,856k or 98.1% of its budgeted revenue.**

**79.1% or \$4,729k is in for the Highway.**

**Revenue received for Sewer is \$3,8287k—96.9% of budget.**

**Stormwater Drainage has recorded \$973k—99.0% of budget.**

**This concludes my financial report for the month of August 2025.**

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At a workshop meeting of the Town Board of the Town of Irondequoit, held in the Broderick Room at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 11<sup>th</sup> day of August 2025 at 4:00 P.M, there were:

|                 |                                        |                       |
|-----------------|----------------------------------------|-----------------------|
| <b>PRESENT:</b> | Supervisor                             | Andraé Evans          |
|                 | Town Board Member                      | Ann Cunningham        |
|                 | Town Board Member                      | Grant Malone          |
|                 | Town Board Member                      | John Perticone        |
|                 | Deputy Town Supervisor                 | Peter Wehner          |
|                 | McConville Considine Cooman & Morin PC | Attorney for the Town |

Others in attendance included Chief Scott Peters, Director of Community Services Bill Lang, Director of Recreation Shannon Grieve, Comptroller Diana Marsh, Commissioner of Public Works Erin Magee, Court Clerk Kim Kimble, Assessor Dan Stanford and Town Clerk Latasha Elder.

Supervisor Evans called the meeting to Order and Pledge was said. Ground rules and emergency guidelines were stated. Town Clerk Latasha Elder called Roll.

**SUPERVISOR'S REMARKS:** Thanked everyone who was involved in the Hoochenanny Festival. Older Adult Expo on Wednesday August 20, 2025.

**PRESENTATION:**

Marija Cvetanovska gave a brief presentation on stroke and the University of Rochester Mobile Stroke Unit.

**DEPARTMENT HEAD UPDATES:**

**Court Clerk Kim Kimble:** Extremely busy with steady flow of traffic and criminal matters. New Deputy Court Clerk is doing an excellent job.

**Assessor Dan Stanford:** Final roll has been published. Gave an update on SCAR hearings and Article 7s.

**Commissioner of Public Works Erin Magee:** Working towards EV chargers to be installed at Town Hall Complex and Camp Eastman. Also working with Green Spark for solar panel on our Farmers' Market building. Plow trucks will be received after 3 years of waiting in the next couple of weeks. Paving program is continuing, and she gave updates on other projects as well. DPW and Cemetery staff will be present at the Older Adult Expo.

**Director of Community Development Bill Lang:** Working with IT for an upgrade on software and Short-Term Rental related software. Gave an update on the proposed Starbucks at 635 Titus Ave. Looking at changing the vacant position of Grants Clerk to better allocate to the demands of the department.

**Director of Recreation Shannon Grieve:** Fall Activity guide will be available in several Town buildings this week, as well as on the Town website and social media. Last week of Summer Camp. Back to School Bash being held Saturday, August 16, 2025 from 11-2 at ICC. Thanked

everyone for their support of Hoochenanny, along with a brief update on how well the event was perceived.

**Chief Scott Peters:** Teen Academy graduated 9 out of 11 which made for another successful year. National Night Out has grown and is enjoyable for the community. Raised money for officer wellness and peer support. Stated no incidents with Hoochenanny Festival.

**Town Clerk Latasha Elder:** Thanked Melissa Rhoads regarding staying on top of what was needed for Hoochenanny. Getting ready for tax season. Bills will go out on August 29<sup>th</sup>, 2025, and the office will start collecting on September 2<sup>nd</sup>, 2025. Business as usual.

**Comptroller Diana Marsh:** Starting budget process for 2026. Ending the 2024-2025 CDBG grant year. Working on end of the year reporting. Business as usual.

**Attorney for the Town:** Second month of Attorney Office hours. Need to set up an appointment with Supervisor's office.

**Town Board Member Cunningham:** Next Library meeting July 22<sup>nd</sup>, where the 2026 budget will be discussed.

**FINANCIAL REPORT:** The report was read by Comptroller Marsh and will be reviewed and voted on at the next Regular Town Board meeting to be held on August 19, 2025.

**REVIEW OF AGENDA ITEMS FOR THE AUGUST 19, 2025 REGULAR TOWN BOARD MEETING:**

Each department that submitted resolutions for approval of the Town Board reviewed those resolutions with the Board.

**ITEMS FOR BOARD ACTION:**

**08WS2025-1 AUTHORIZING ATTENDANCE TO ASSISTING INDIVIDUALS IN CRISIS TRAINING**

On a motion made by Councilmember **Cunningham**, seconded by Councilmember **Wehner**, the resolution was adopted **approving attendance of the Assisting Individuals in Crisis Training**

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

*Resolution No. 2025-138*

**OPEN DISCUSSION TOPICS:**

On a motion made by Councilmember **Wehner**, seconded by Councilmember **Malone**, the Workshop Meeting was adjourned at 5:36 p.m.

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

Respectfully submitted by

A handwritten signature in black ink that reads "Latasha Elder". The script is cursive and fluid, with the first name "Latasha" and the last name "Elder" clearly distinguishable.

Latasha Elder, Town Clerk

## **REGULAR TOWN BOARD MEETING MINUTES AUGUST 19, 2025 111**

**Regular Town Board Meeting** of the Town Board of the Town of Irondequoit, held in the Broderick Room at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the **19<sup>th</sup> day of August 2025** at 7:00 P.M., local time, there were:

|                        |                       |                                        |
|------------------------|-----------------------|----------------------------------------|
| <b><u>PRESENT:</u></b> | Supervisor            | Andraé Evans                           |
|                        | Town Board Member     | Ann Cunningham                         |
|                        | Town Board Member     | Grant Malone                           |
|                        | Town Board Member     | John Perticone                         |
|                        | Deputy Supervisor     | Peter Wehner                           |
|                        | Attorney for the Town | McConville Considine Cooman & Morin PC |

Others in attendance included Commissioner of Public Works Erin Magee, Chief of Staff Kimberly Miranda, Director of Community Services Bill Lang, Court Clerk Kim Kimble, Historian Tim Judd, Captain Andrew Whitaker, Comptroller Diana Marsh and Town Clerk Latasha Elder.

Supervisor Evans called the meeting to order, and the Pledge was said. Emergency exit procedures and ground rules for public input were stated. Town Clerk Latasha Elder called Roll.

### **SUPERVISOR COMMENTS:**

Thanked everyone who attended the back-to-school event. Informed residents about the Older Adult Expo on Wednesday August 20<sup>th</sup>, 2025 at the Recreation Center.

### **PROCLAMATION:**

Proclamation presented to the Lutheran Resurrection Church

### **PRESENTATIONS:**

### **PUBLIC INPUT:**

**Jessica Speares**, 51 Thomas Ave – voiced concerns regarding Monroe County proposed reconstruction of Thomas Ave

**Cheyenne Thomas**, 39 Thomas Ave – voiced concerns regarding Monroe County proposed reconstruction of Thomas Ave

**Christopher Brandt**, 288 Wimbledon – public announcement regarding final meeting to go over the results of the Historic Research Survey to be held September 9<sup>th</sup> at 7pm

**Richard Barone**, 154 Allwood Dr – voiced concerns regarding time limit on public hearings

### **FINANCIAL REPORT:**

The financial results for the Town as of July 31, 2025: total expenses-actual as well as encumbered-are \$26,333k or 60.2% of budget which is slightly above 58.3% of the year

**REGULAR TOWN BOARD MEETING MINUTES    AUGUST 19, 2025    112**

that has elapsed. The breakdown is: \$23,329k for actual expenses and \$3,003k for encumbrances. Encumbrances are 6.9%, as departments are continuing to commit to services and supplies for the remainder of the year.

General Fund expenses are close to budget at 60.1 % or \$16,957k. The split here is: actual expenditures - \$15,494k and encumbered expenses - \$1,463k.

Jointly, the Highway funds' expenses are higher than the percent of the year that has elapsed at 74.4% or \$4,509k. Actual expenses within the Highway funds are 55.6% of budget (\$3,368k) and encumbrances account for the remaining 18.8% (\$1,141k). These costs are typically driven by salt, fuel, roadwork and paving services and materials such as oil and stoning and asphalt, as well as equipment parts.

Expenditures in the Library are 58.7% of budget at \$1,709k. Included in this amount is a bond payment for principal and interest for the Consolidated Library.

Sewer Fund expenses of \$2,092k equate to 49.7% of budget.

Expenses in Stormwater Drainage total \$338k-34.3% of budget.

Revenue received in the General Fund is \$18,275k or 66.4% of budget. Real estate taxes are \$ 13,011k have been collected. Other revenues recorded include Payments In Lieu Of Taxes are \$301k (105.9% of budget), two months of Sales Tax of \$1,176k (16.8%), interest on earnings \$102k (307%), and Recreation program fees of \$619k (80.9%). 2nd quarter Sales Tax receipts are anticipated in August. Other major revenue items expected later in the year include: Franchise fees and Aid and Incentives for Municipalities (AIM).

Regarding the entire Town: \$31,388 or 73.6% of revenue and appropriated fund balance has been received to-date; approximately \$19,366k is Real Estate Tax.

At the end of July, the Library received \$2,856k or 98.1% of its budgeted revenue.

78.9% or \$4,721k has been received in the collective Highway funds.

Sewer has received revenue of \$3,822k-96.7% of that fund's budget.

Stormwater Drainage has recognized \$973k-99% of budgeted revenue.

In addition, American Rescue Funds (\$22,455k) have been fully allocated to projects. Roughly \$20,156k (89.7%) has been expended to date on various projects (McAvoy turf and other various playground retrofits, columbarium construction, sewer and drainage improvements, IT projects and equipment). An additional \$751k (3.3%) is encumbered. American Rescue Plan funding must be fully expended in full no later than December 31, 2026.

This concludes the financial report for the month of July 2025.

On a motion made by Councilmember **Cunningham**, seconded by Councilmember **Wehner**, the financial report was approved.

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

**APPROVAL OF MINUTES:**

On a motion made by Councilmember **Cunningham**, seconded by Councilmember **Wehner**, the July 14, 2025 Workshop Town Board Meeting minutes were approved.

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

On a motion made by Councilmember **Cunningham**, seconded by Councilmember **Wehner**, the July 22, 2025 Regular Town Board Meeting minutes were approved.

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

**PUBLIC HEARINGS:**

7:35 pm

**08PH2025-1 On the matter of amending Article VII of Chapter 222 of the Code of the Town of Irondequoit relating to installation of no left turn signs**

On a motion made by Councilmember **Wehner** and seconded by Councilmember **Cunningham**, the public hearing was opened at 7:36pm.

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

**Public Hearing Input:**

No one wished to speak on the matter.

On a motion made by Councilmember **Malone**, seconded by Councilmember **Cunningham**, the public hearing was closed at 7:37pm.

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

**08PH-1 RESOLUTION APPROVING AN AMENDMENT TO ARTICLE VII OF CHAPTER 222 OF THE CODE OF THE TOWN OF IRONDEQUOIT RELATING TO THE INSTALLATION OF NO LEFT TURN SIGNS**

On a motion made by Councilmember **Wehner**, seconded by Councilmember **Cunningham**, the resolution was adopted **authorizing an**

**amendment to Article VII of Chapter 222 of the Code of the Town of Irondequoit relating to the installation of no left turn signs.**

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

*Resolution No. 2025-176*

**7:36 pm**

**08PH2025-2 On the matter of a proposed Local Law to amend the Historic Preservation Local Law of the Town of Irondequoit**

On a motion made by Councilmember **Wehner**, seconded by Councilmember **Cunningham**, the public hearing was opened at 7:38 pm.

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

**Public Hearing Input:**

**Richard Barone**, 154 Allwood – spoke about his experience over the past years regarding the old Cooper Deli

**Christopher Brandt**, 288 Wimbledon Rd – gave brief information as to why the code needs to be updated to comply with New York State standards

On a motion made by Councilmember **Cunningham**, seconded by Councilmember **Malone**, the public hearing input was closed at 7:49pm.

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

**08PH-2 RESOLUTION ADOPTING A LOCAL LAW REGARDING A TEXT AMENDMENT TO CHAPTER 236 OF THE CODE OF THE TOWN OF IRONDEQUOIT**

On a motion made by Councilmember **Wehner**, seconded by Councilmember **Cunningham**, the resolution was adopted **authorizing a proposed text amendment to Chapter 236 of the Code of the Town of Irondequoit regarding The Historic Preservation Law**

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

*Resolution No. 2025-177*

7:37 pm

**08PH2025-3 On the matter of a proposed Local Law to amend Town Code**  
**Chapter 235 regarding Short-Term Rentals**

On a motion made by Councilmember **Malone**, seconded by  
Councilmember **Wehner**, the public hearing was opened at 7:50 pm.

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

**Public Hearing Input:**

**Richard Barone**, 154 Allwood – voiced concerns regarding short-term rentals in the Town

**Peter Westfall**, 308 Catalpa Ave, Westerville, OH 43081 – spoke on behalf of Jenn Suba regarding her handling of her short-term rental.

**Jenn Suba**, 425 Rock Beach – voiced concerns regarding short-term rentals in the Town

**Bruce Merla**, 254 Park Circle – voiced concerns regarding short-term rentals in the Town

**Tammy Halldow**, 39 Schnackel – voiced concerns regarding short-term rentals in the Town

**Marsha Enright**, 75 Clay Ave – voiced concerns regarding short-term rentals in the Town

**Jeannine Tantello**, 5224 St. Paul Blvd – voiced concerns regarding short-term rentals in the Town

**Robert Dates**, 3 Harrison – voiced concerns regarding short-term rentals in the Town, stating the 4<sup>th</sup> Amendment

**Carla Daughton**, 70 Madison – voiced concerns regarding short-term rentals in the Town

**Sara Eck**, 162 Schnackel – voiced concerns regarding short-term rentals in the Town

**Chris Lako**, 48 Westview Terrace – voiced concerns regarding short-term rentals in the Town

**Karl Kurz**, 87 Schnackel – voiced concerns regarding short-term rentals in the Town

**Mark Halldow**, 39 Schnackel - voiced concerns regarding short-term rentals in the Town

**Tracy Allen**, 94 Adrian Rd. - voiced concerns regarding short-term rentals in the Town

**Miranda Kick**, 68 Schnackel Dr. – voiced concerns regarding short-term rentals in the Town

**George Heiler**, 159 Rock Beach Rd. – voiced concerns regarding short-term rentals in the Town

**Phil Dery**, 664 Eaton Rd. - voiced concerns regarding short-term rentals in the Town

On a motion made by Councilmember **Malone**, seconded by  
Councilmember **Wehner**, the public hearing will remain open until the  
September 16<sup>th</sup>, 2025 Regular Town Board Meeting.

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

**ITEMS FOR BOARD ACTION:**

**Comptroller:**

**08A2025-1 RESOLUTION AUTHORIZING THE ANNUAL AUDIT OF THE TOWN COURTS**

On a motion made by Councilmember **Malone**, seconded by Councilmember **Wehner**, the resolution was adopted **approving The Bonadio Group to perform services for the annual audit of the Town Courts for fiscal year 2024**

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

*Resolution No.: 2025-169*

**08A2025-2 RESOLUTION AUTHORIZING THE USE OF FUND BALANCE FOR STENOGRAPHER SERVICES FOR JUSTICE COURT**

On a motion made by Councilmember **Cunningham**, seconded by Councilmember **Wehner**, the resolution was adopted **authorizing the use of fund balance in the amount not to exceed \$2,300 for the additional stenographer services for the Justice Court.**

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

*Resolution No.: 2025-170*

**Courts:**

**08A2025-3 RESOLUTION AUTHORIZING GRANT APPLICATION FROM THE JUSTICE COURT ASSISTANCE PROGRAM**

On a motion made by Councilmember **Malone**, seconded by Councilmember **Cunningham**, the resolution was adopted **authorizing the Irondequoit Town Court to apply for a JCAP grant in the 2025-2026 grant cycle up to \$30,000.**

UPON VOTING

MOTION WAS UNANIMOUSLY APPROVED

*Resolution No.: 2025-171*

**Police:**

**08A2025-4 RESOLUTION AUTHORIZING THE ACCEPTANCE OF A MONETARY GIFT FROM THE 50/50 RAFFLE AT THE CLASSIC CAR CRUISE-IN FOR THE OFFICER WELLNESS PROGRAM WITHIN THE IRONDEQUOIT POLICE DEPARTMENT**

On a motion made by Councilmember **Wehner**, seconded by Councilmember **Cunningham**, the resolution was adopted **authorizing the acceptance of a monetary gift from the 50/50 raffle at the Classic Car Cruise-In for the Officer Wellness Program within the Irondequoit Police Department.**

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

*Resolution No.:* 2025-172

**08A2025-5 RESOLUTION AUTHORIZING ATTENDANCE TO EFFECTIVE FITNESS COMBATIVE TRAINING**

On a motion made by Councilmember **Malone**, seconded by Councilmember **Wehner**, the resolution was adopted **as amended authorizing an Irondequoit Police Department Officer to attend the Effective Fitness Combative (EFC) Training with the approximate cost of \$1,249.00.**

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

*Resolution No.:* 2025-173

**08A2025-6 RESOLUTION AUTHORIZING THE ACCEPTANCE OF MONETARY GIFTS FROM NATIONAL NIGHT OUT DUNK TANK AND ANONYMOUS DONATIONS FOR THE OFFICER WELLNESS PEER SUPPORT PROGRAM WITHIN THE IRONDEQUOIT POLICE DEPARTMENT**

On a motion made by Councilmember **Wehner**, seconded by Councilmember **Cunningham**, the resolution was adopted **authorizing the acceptance of monetary gifts for the Irondequoit Police Department Officer Wellness Program from the National Night Out Dunk Tank and Anonymous donations.**

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

Resolution No.: 2025-174

**Public Works:**

**08A2025-7 RESOLUTION DECLARING CERTAIN EQUIPMENT SURPLUS PROPERTY**

On a motion made by Councilmember **Malone**, seconded by Councilmember **Wehner**, the resolution was adopted **declaring a 2008 Ford F250 Pickup Truck, a 2013 Aerial Boom Utility Body and a 2016 Emark Lazer mower surplus property.**

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

Resolution No.: 2025-175

**Town Clerk:**

**08A2025-8 RESOLUTION APPROVING THE SPECIAL EVENT LICENSE FOR FLEET FEET/YELLOWJACKET RACING'S ROCHESTER HALF MARATHON AND 5K RUN.**

On a motion made by Councilmember **Wehner**, seconded by Councilmember **Cunningham**, the resolution was adopted **approving the Special Event License for the Rochester Half Marathon on Sunday September 21<sup>st</sup> 2025.**

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

Resolution No.: 2025-178

**Upcoming Meetings:**

|                            |                              |
|----------------------------|------------------------------|
| Workshop Meeting           | September 8, 2025 @ 4:00 pm  |
| Regular Town Board Meeting | September 16, 2025 @ 7:00 pm |
| Workshop Meeting           | October 13, 2025 @ 4:00pm    |

On a motion made by Councilmember **Wehner**, seconded by Councilmember **Malone**, the Regular Town Board Meeting was adjourned at 8:54 p.m.

UPON VOTING MOTION WAS UNANIMOUSLY APPROVED

Respectfully submitted,

*Latasha Elder*

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A  
RESOLUTION ENACTING A LOCAL LAW TO AMEND TOWN CODE CHAPTER 235  
REGARDING SHORT TERM RENTALS**

At the regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 17<sup>th</sup> day of September 2025 at 7:00 P.M. local time; there were:

**PRESENT:**

Andraé Evans

Town Supervisor

Ann Cunningham

Town Board Member

Grant Malone

Town Board Member

John Perticone

Town Board Member

Peter Wehner

Deputy Town Supervisor

McConnville Considine Cooman & Morin PC

Attorney for the Town

**WHEREAS**, at a regular meeting of the Town Board on July 22, 2025, Town Board Member Peter Wehner introduced a proposed local law regarding amendments to Irondequoit Town Code Chapter 235 to establish a new definitions to Town Code Section 235-4(B) and adding a new Article XIII B to Chapter 235 (Zoning) of the Town Code, and the proposed local law as amended is attached hereto as **Exhibit A** (the “Proposed Law”); and

**WHEREAS**, pursuant to Municipal Home Rule § 20(5) no local law shall be passed by the Town Board until a public hearing is held; and

**WHEREAS**, the Town Board adopted Resolution No. 2025-147 on July 22, 2025, calling for a public hearing to be held on August 19, 2025, to hear all interested parties with respect to the Proposed Law; and

**WHEREAS**, notice of said public hearing was duly published in the official newspaper of the Town and posted as required by law; and

**WHEREAS**, the Town Board elected to hold the public hearing open through the regular Town Board meeting on September 17, 2025; and

**WHEREAS**, the Town Board received a copy of the Proposed Amendment via hand delivery on their desks in its final form more than seven (7) days (excluding Sundays) before this meeting, as required by Municipal Home Rule § 20(4); and

**WHEREAS**, the Town Board determines that the adoption of a local law amending Chapter 235 of the code of the Town of Irondequoit, is not an action subject to the State Environmental Quality Review Act (“SEQRA”) and accompanying regulations, *see* 6 N.Y.C.R.R. § 617.2 (b)(3), and therefore the requirements of SEQRA have been satisfied.

**NOW THEREFORE BE IT RESOLVED** that the Town Board hereby determines that the Proposed Law is in the best interest of the Town of Irondequoit and its residents.

**AND BE IT FURTHER RESOLVED AND BE IT ENACTED BY THE TOWN BOARD OF THE TOWN OF IRONDEQUOIT** that the Proposed Law, which will be referred to as Local Law No. \_\_ of 2025, amending Chapter 235 of the Town Code, a copy of which is attached hereto and made a part hereof; and

**AND BE IT FURTHER RESOLVED** that the Town Clerk is directed to enter said Local Law in the minutes of this meeting and in the Local Law Book of the Town of Irondequoit, and to give due notice of the adoption of said Local Law to the New York Secretary of State and post the same as required by the Irondequoit Town Code.

This resolution shall take effect immediately upon its adoption and shall be filed with the Town of Irondequoit Clerk and the New York Secretary of State, however, the filing with the Secretary of State shall not take place until after the expiration of thirty (30) days to enable the Department of Community Development to prepare for administering the Proposed Law.

Seconded by the Town Board Member \_\_\_\_\_ and duly put to vote, which resulted as follows:

|                        |            |        |       |
|------------------------|------------|--------|-------|
| Town Board Member      | Perticone  | voting | _____ |
| Deputy Town Supervisor | Wehner     | voting | _____ |
| Town Board Member      | Malone     | voting | _____ |
| Town Board Member      | Cunningham | voting | _____ |
| Town Supervisor        | Evans      | voting | _____ |

## **Exhibit A**

### **LOCAL LAW NO. \_\_ OF 2025 SHORT-TERM RENTALS WITHIN THE TOWN OF IRONDEQUOIT**

Be it enacted by the Town Board of the Town of Irondequoit as follows:

**Section 1. Purpose.** The Town Board of the Town of Irondequoit has studied the need for regulations surrounding short-term rentals within the Town and has determined that it is necessary to adopt this local law to promote and preserve the health, safety and welfare of the Town and its citizens. These regulations allow for a maximum number of short-term rental permits that are not transferable and gradually reduce in number over time. This is intended to promote permanent owner-occupied or long-term rental housing within the Town.

**Section 2. Amendment to Chapter 235.** Chapter 235, Zoning, of the Code of the Town of Irondequoit, is hereby amended to add new Definitions to Section 235-4(B), as follows:

#### **AUTHORIZED OFFICIAL**

A person or persons employed by the Town of Irondequoit so designated to perform those duties of enforcing the provisions of this chapter. "Authorized Official" includes without limitation the Director of Community Development, Fire Marshal/Building Inspector, Code Enforcement Officer and/or any employee designated by them, and/or designated by the Town Board by resolution from time to time.

#### **BED-AND-BREAKFAST**

A bed-and-breakfast is not a hotel or motel, but rather is an owner-occupied dwelling in which overnight accommodations and breakfast only are provided to transient guests for compensation. Such use is secondary to the occupancy of the dwelling by a family.

#### **HOTEL or INN**

A business enterprise which offers to the general public temporary lodging accommodations that are used, rented or hired out to be occupied by transient guests who have their residences elsewhere, and which may contain other facilities accessory thereto which primarily are intended for use by

such guests, including but not limited to snack bars, recreational facilities or activities, and retail shops for the sale of souvenirs and sundries, or which are intended for use by such guests as well as the general public, including but not limited to meeting rooms and restaurants or other dining facilities. This definition shall not include short-term rentals, as defined by this Chapter.

## **MOTEL**

A building or group of buildings in which lodging is provided for compensation for primarily automobile transients, and which has individual entrances from the outside of the building for at least 25% of the dwelling or rooming units located therein.

## **SHORT-TERM RENTAL**

Any portion of real property rented for compensation in exchange for lodging for a period of not more than 28 consecutive days. This may include a bed-and-breakfast, and campgrounds, tent sites or tent platforms and other temporary structures on the parcel. For the purpose of this chapter, the term “short-term rental” shall not include a hotel, inn, motel, or ongoing month-to-month rentals.

**Section 3. Amendment to Chapter 235.** Chapter 235, Zoning, of the Code of the Town of Irondequoit, is hereby amended to add a new Article XIIB, as follows:

### **Article XIIB Short-Term Rentals**

**§ 235-75.50 General Prohibition.** Short-term rentals are prohibited within the Town of Irondequoit, except as provided for in this Article.

### **§235-75.51 Presumption of dwelling unit as short-term rental.**

A. The presence of the following shall create a presumption that all or a part of the property is being used as a short-term rental:

- (1) All or a part of the property is offered for lease on a short-term rental website, including but not limited to Airbnb, Home Away, and/or VRBO, for a rental period of less than 28 consecutive days; and/or
- (2) All or a part of the property is offered for lease for a period of 28 days or less through any form of advertising.

- B. The foregoing presumptions may be rebutted by evidence presented to the Authorized Official that the premises is not operated as a short-term rental.

#### **§235-75.52 Required Permit.**

- A. Owners shall not use their property as a short-term rental without first obtaining a revocable short-term rental permit. A short-term rental permit is a privilege within the Town of Irondequoit and not a right, and can be revoked for failing to comply with the requirements of this Chapter.
- B. A short-term rental permit shall be valid for two years and an application for renewal must be submitted to the Town at least thirty (30) days before the expiration of current permit if the premises is to continue to operate as a short-term rental.
- C. The short-term rental permit is not transferable to a new owner. The new owner of the premises subject to a short-term rental permit must file a new permit application and obtain a short-term rental permit before operating property as a short-term rental. In the event a short-term rental is owned by an entity, such as a limited liability company, partnership or corporation, any transfer of ownership interest in the entity shall be considered a transfer of the short-term rental permit for the purposes of this Chapter.
- D. Notwithstanding the foregoing, those properties with short-term rental commitments existing on the date this section takes effect shall be permitted to honor such existing commitments but must apply for a permit within sixty (60) days of this local law's effective date for all future short-term rental commitments. In the event such application is denied, all commitments shall be cancelled.
- E. The total number of short-term rental permits shall not exceed the greater of one hundred fifty (150) or the total number of complete applications for a permit received by the Town within the first ninety (90) days after this local law becomes effective (the "Introductory Phase"). The Authorized Official shall publish the total number of complete applications received during the Introductory Phase and report this number to the Town Board at

the first regular meeting following the expiration of the Introductory Phase. Any permit issued to an existing short-term rental property after transfer of ownership shall be considered a new permit and count against the total number of permits within the Town.

- F. The Department of Community Development shall maintain a list of active short-term rental permits that includes the name of the owner(s) and address of the property.

### **§235-75.53 Short-term rental permit application requirements.**

- A. Applications for a short-term rental permit or renewal may be obtained from the Community Development Department. Applications shall be submitted to the Community Development Department, accompanied by payment of a non-refundable permit fee to be determined from time to time by resolution of the Town Board. The application shall include the following:
  - (1) The signatures of all owners or their designated agents.
  - (2) A statement authorizing the Authorized Official to inspect the property to ensure compliance with all requirements and standards contained within this chapter.
  - (3) An acknowledgement of present and ongoing compliance with the short-term rental standards as defined in this chapter, including, but not limited to, the demonstration of adequate off-road parking spaces for the proposed short-term rental. If any of the short-term rental standards are not in compliance, the applicant shall submit proof that a variance application was submitted to the Zoning Board of Appeals.
  - (4) A list of each property owner and the name of any manager or management agency managing the property, including names, addresses, telephone numbers and email addresses of each. Whenever the property is owned by an entity, such as a limited liability company,

partnership or corporation, the names, addresses, telephone numbers and emails of the individual owners of the entity shall also be provided.

- (5) The name, address, telephone number and email address of a contact person, who shall be responsible and authorized to act on the owners' behalf to promptly remedy any violation of the standards outlined in this section. The contact person shall also be considered an agent of the owner(s) for the service of legal process for any proceedings arising out of this Chapter. The contact person may be an owner, or an agent designated by the owner(s) to serve as a contact person, and shall respond to any correspondence or concern from the Town within 4 hours. The contact person must be located within twenty (20) miles of the Town Hall to ensure that the person is able to personally respond promptly to correspondence or concerns with the short-term rental.
- (6) Land Survey Requirement - As a condition of obtaining or renewing a short-term rental permit, the applicant shall submit a current land survey map prepared and certified by a licensed land surveyor registered in the State of New York.
- (7) An accurate suitable floor plan for each level of the dwelling that can be occupied measuring at least 8.5 inch by 11 inch, drawn to scale and certified by the applicant. The floor plan does not need to be prepared by a professional, but must include the following:
  - (a) The location of buildings and required parking.
  - (b) Basement: location of house utilities and all rooms including bedrooms, windows, exits and any heating/cooling units.
  - (c) First floor: all rooms including bedrooms, windows, exits and any heating/cooling units.

- (d) Second floor: all rooms including bedrooms, windows, exits and any heating/cooling units.
    - (e) Attic (if present): all rooms including bedrooms, windows, exits and any heating/cooling units.
  - (7) A statement that none of the owners of the subject property, and if applicable that none of the owners of an entity owning the subject property, have had a short-term rental permit revoked within the previous year for any rental properties owned individually or together with others within the Town of Irondequoit or elsewhere.
  - (8) Each application for a renewal of a short-term rental permit shall include a certification of compliance with the requirements of this Chapter and Article 12-D of the New York Real Property Law.
- B. All completed applications are subject to a floor plan review and approval by the Authorized Official.
- C. Owners wishing to apply for a variance relating to sleeping capacity, parking capacity, or other standards stated below must petition to the Zoning Board of Appeals at the same time when their application is submitted to the Authorized Official, noting that an application is also being made to the Zoning Board of Appeals.

#### **§235-75.54 Short-term rental standards.**

- A. Property requirements.
- (1) Property must comply with and meet all current New York State Uniform Building Codes.
  - (2) Property must comply with and meet all requirements of Article 12-D of the New York Real Property Law, including registration.
  - (3) There shall be a minimum 500 feet of separation between the boundaries of properties containing a short-term rental.

Applicants who can demonstrate that they were operating a short-term rental at the subject property as of December 19, 2023 (i.e., the date when Local Law No. 1 of 2024 was enacted) are exempt from this requirement. All new applicants shall comply with this requirement.

- (4) Each rental shall be for a minimum of two consecutive days.
- (5) There shall be one working smoke detector in each sleeping room and one additional smoke detector on each floor. Carbon monoxide detectors shall be installed as required by the New York State Uniform Fire Prevention and Building Code.
- (6) Evacuation procedures must be posted in each sleeping room to be followed in the event of a fire or smoke condition or upon activation of a fire or smoke-detecting or other alarm device.
- (7) There shall be an ABC fire extinguisher on each floor and in the kitchen. Fire extinguishers shall be inspected prior to a renter occupying the property and no less than monthly by the permit holder(s) to ensure each contains a full charge. A record of the date inspected initialed by the permit holder shall be maintained and made available to the Authorized Official upon request.
- (8) The house number shall be located both at the road and on the dwelling unit so that the house number is clearly visible from both the road and the driveway.
- (9) Exterior doors shall be operational and all passageways to exterior doors shall be clear and unobstructed.
- (10) Electrical systems shall be in good operating condition, labeled, unobstructed and shall be visible for the Authorized Official during the permitting process. Any defects found shall be corrected prior to permit issuance.
- (11) All fireplaces shall comply with all applicable laws and regulations.

- (12) All parking must be located on-site. The property must have a minimum of one off-road parking space for every bedroom shown on the floor plan included with the application.
- (13) Maximum occupancy for each short-term rental unit shall not exceed two people per bedroom shown on the floor plan included with the application plus two additional people. The maximum occupancy of a short-term rental unit shall not exceed 12 people, including permanent residents and renters.
- (14) In the event that the property has a septic system, the maximum occupancy shall be defined by the capabilities of the septic system, but in no event shall overnight occupancy for any short-term rental unit exceed 12 people total.
- (15) A septic system at the property must meet all state requirements.
- (16) The septic system must have been pumped within the past four years and proof of pumping and satisfactory inspection by a qualified septic disposal firm shall be available to the Authorized Official. Once a short-term rental permit is issued, the septic system must be pumped at least once every four years.
- (17) The water supply to the property must meet all state requirements.
- (18) In order to maintain the residential nature of the neighborhoods, external signage is not permitted.
- (19) Emergency contact information shall be prominently posted in the interior of the short-term rental.

B. Noise Detection System Requirements. To proactively prevent and mitigate excessive noise disturbances that may negatively impact neighboring properties and community peace, each short-term rental shall comply with the following noise monitoring standards.

- (1) Each short-term rental shall have an active noise detection system capable of continuously monitoring decibel levels both indoors and outdoors during all rental periods.
- (2) The system shall be capable of:
  - (a) Measuring real-time noise levels in decibels (dBA),
  - (b) Sending automated alerts (via SMS, email, or mobile app) to the property owner, property manager, or designated contact when thresholds are exceeded,
  - (c) Generating downloadable logs or reports available to enforcement authorities upon request.
- (3) Noise Thresholds.
  - (a) Quiet hours shall be observed between 10:00 PM and 8:00 AM.
  - (b) During quiet hours, noise levels measured at the property line shall not exceed 55 dBA for an extended time of at least ten (10) minutes, or as defined by applicable local noise ordinances.
  - (c) Outside of quiet hours, noise levels shall not exceed 70 dBA at the property line for an extended time of at least ten (10) minutes.
- (4) Notification and Response Protocol.
  - (a) Upon receipt of a noise alert, the property owner or responsible contact shall take reasonable steps to address and abate the noise disturbance within 30 minutes.
  - (b) Failure to respond to multiple alerts or to abate recurring noise violations may be grounds for enforcement action including permit suspension or revocation.
- (5) The location of the noise detection system shall be determined by the Authorized Official.

C. Insurance standards. All applicants and permit holders must provide "evidence of property insurance" and a "certificate of liability insurance" indicating the premises is insured as a short-term rental and maintain such insurance throughout the term of the short-term rental permit.

- D. Provisions shall be made for weekly garbage removal during rental periods. Garbage containers shall be secured with tight-fitting covers at all times to prevent leakage, spilling or odors, and placed where they are not clearly visible from the road except at approximate pick-up time.
- E. Rental contract: All applicants and permit holders must have a rental contract, which includes the following:
  - (1) Maximum property occupancy;
  - (2) Maximum on-site parking provided;
  - (3) Prohibition of on-street parking; and
  - (4) Code of conduct with a good neighbor statement that includes the following:
    - (a) The short-term rental is in a residential area in the Town of Irondequoit and that renters should be considerate of the residents in neighboring homes.
    - (b) Guests are required to observe quiet hours from 10:00 p.m. through 8:00 a.m.
    - (c) All renters will be subject to New York Penal Law § 240.20 or any successor statute regarding disorderly conduct.
    - (d) Littering is illegal; and
    - (e) Recreational campfires, if permitted, must be attended.

#### **§235-75.55 Procedures upon filing application.**

- A. Short-term rental permit applications and renewal applications shall be filed with the Community Development Department with all supporting documentation and the non-refundable permit fee. Only completed applications will be accepted by the Town.

Authorized Official may decline to accept an application for consideration for any of the following reasons:

- (1) Documentation required by this article was not included or the full permit fee was not paid.
- (2) A previously issued short-term rental permit was revoked within the past year and defects and/or violations have not been corrected and inspected by the Authorized Official.

- B. Upon receipt of a completed short-term rental permit application, adjacent property owners of the short-term rental shall be notified of the application by the Town via postcard. For the purposes of this Article, adjacent property owners shall mean the owners of parcels that are located within 100 feet of the boundary of the property where the short-term rental is proposed.
- C. Upon acceptance of the completed permit application, all documents and information required by this article and the permit fee, the Authorized Official shall have sixty (60) days to conduct a property inspection to certify and approve that all short-term rental requirements have been met.
- D. The application forms may include authorization to conduct a background check as part of the application process. The Authorized Official may conduct a background check consistent with the requirements of Article 23-A of the Corrections Law.
- E. Upon approval of the short-term rental application by the Authorized Official, a short-term rental permit will be issued. Short-term rental permits issued pursuant to this Section shall state the following:
  - (1) The names, addresses and phone numbers of each person or entity that has an ownership interest in the short-term rental property.
  - (2) The name, address and phone number of a primary contact person who shall be available during the entire time the short-term rental property is being rented.

- (3) The maximum occupancy and vehicle limits for the short-term rental property.
- (4) Identification of the number of and location of parking spaces available.
- (5) Any conditions imposed by the Zoning Board of Appeals and/or Authorized Official.

**§235-75.56 Conformity and display of permit.**

A. Short-term rental permits are subject to continued compliance with the requirements of these regulations.

- (1) If the Authorized Official has probable cause to believe that the owner is not in compliance with the provisions of this law, he or she may request permission from an owner of the short-term rental permit to enter the premises and to conduct an inspection of the short-term rental property for purposes of ensuring compliance with this section. If the property owner refuses to permit the Authorized Official to inspect the property, the permit may be suspended. If an inspection authorized herein is conducted, the Authorized Official shall use the results of such inspection in determining whether to revoke the permit.
- (2) The short-term rental permit, maximum occupancy limit, maximum parking, contact form and standards shall be prominently displayed inside and near the front entrance of the short-term rental.
- (3) The short-term rental permit holder shall ensure that current and accurate information is provided to the Authorized Official and that they notify the Authorized Official immediately of any change in the information displayed on the permit. If, based on such changes, the Authorized Official issues an amended short-term rental permit; the owners must immediately post the amended permit inside and near the front entrance of the short-term rental.

- (4) The short-term rental permit holder must conspicuously display the short-term rental permit number in all advertisements for the applicable short-term rental.
- B. Within ten (10) days of the anniversary date from when a short-term rental permit was last issued and/or renewed, the owner(s) shall file an annual verification and compliance affirmation in a form created by the Community Development Department. The form shall require updated contact information, insurance verification, and affirmation of compliance with this Chapter under the penalty of perjury. The form shall also require the owner(s) to report the total occupancy taxes paid to the State and Monroe County for the prior year.

**§235-75.57 Compliance and penalties.**

- A. Violations of this article or of any short-term rental permit issued pursuant to this article shall be subject to enforcement and penalties prescribed in this Article and also subject to the penalties provided for in Article XIX of this chapter.
- B. If the Authorized Official either witnesses or receives a written complaint of an alleged violation of this Article or of the conditions of any short-term rental permit issued pursuant to this section, he or she shall properly record such complaint and investigate the report thereon. If the investigation determines there is a violation of this chapter, the owners shall be notified in writing by personal delivery or certified mail of said violations together with proposed enforcement action. The owner shall have twenty (20) days to submit a written response to the Authorized Official, should they wish to do so. After considering any response from the owner, the Authorized Official may take any or all of the following actions:
  - (1) Attach conditions to the existing short-term rental permit.
  - (2) Suspend the short-term rental permit. The notice of suspension shall be provided to the property owner and a copy filed with the Town Clerk.

- (3) Require corrective action that remedies the violation(s). The corrective action must be completed and approved within thirty (30) days of notice from the Code Enforcement Officer or the owner risks revocation of the short-term rental permit.
- (4) Issue a court appearance ticket for violation of a Town law.
- (5) Revoke the short-term rental permit. Should a permit be revoked, all owners of the short-term rental are prohibited from obtaining a short-term rental permit on the property for one year after the date of revocation. The Director of Community Development shall send notices of revocation to property owners and shall file a copy with the Town Clerk.
- (6) Upon the finding of a violation, any court having jurisdiction may impose penalties of \$1,000 for first violation, \$2,500 for second violation within two (2) year period, and \$5,000 for third violation within two (2) year period.

C. The Town may commence an action or proceeding seeking appropriate legal and/or injunctive relief, including a permanent injunction. Where a short-term rental is being unlawfully operated, including without a permit or in violation of a permit, the Court in such action or proceeding may impose a civil penalty in the amount of \$500 per day of violation found to exist. The Town shall also be entitled to recover its reasonable attorney fees in such action or special proceeding.

## **§235-75.58 Grounds for suspension or revocation of permit.**

A. The Director of Community Development may immediately suspend a short-term rental permit based on any of the following grounds:

- (1) Applicant has falsified or failed to provide information in the application for a permit or the application for permit renewal.
- (2) Applicant failed to meet or comply with any of the requirements of this chapter.
- (3) Owner is in violation of any provision of the Code of the Town of Irondequoit.
- (4) Owner has violated any provision of the Penal Code of the State of New York, which violation occurred at, or related to the occupancy of the short-term rental.
- (5) Any conduct on the premises, which disturbs the health, safety, peace or comfort of the neighborhood or which otherwise creates a public nuisance.
- (6) Removal or disrepair of any safety devices such as, but not limited to, smoke and carbon monoxide detectors, fire extinguishers and egresses.

**§235-75.59 Appeals and hearings.** The property owner is entitled to appeal the Authorized Official's determination to the Zoning Board of Appeals when a property owner's application for a short-term rental permit or a short-term rental permit renewal is denied or a short-term rental permit is suspended or revoked. A notice of appeal shall be filed with the Town Clerk and the Zoning Board of Appeals within 60 days of the filing of the denial or revocation with the Town Clerk.

**Section 4. Severability.** In the event that one or more of the provisions of this local law shall be deemed unenforceable, the remaining provisions of this local law shall remain in full force and effect.

**Section 5. Effective Date.** This local law shall take effect immediately upon its adoption by the Town Board and the filing thereof with the New York Secretary of State.

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A  
RESOLUTION AUTHORIZING THE REAPPOINTMENT OF THE TOWN ASSESSOR**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 16<sup>th</sup> day of September 2025 at 7:00 P.M. local time; there were:

**PRESENT:**

|                                        |                        |
|----------------------------------------|------------------------|
| Andraé Evans                           | Town Supervisor        |
| Ann Cunningham                         | Town Board Member      |
| Grant Malone                           | Town Board Member      |
| John Perticone                         | Town Board Member      |
| Peter Wehner                           | Deputy Town Supervisor |
| McConville Considine Cooman & Morin PC | Attorney for the Town  |

Town Board Member \_\_\_\_\_ offered the following resolution and moved its adoption:

**WHEREAS**, Daniel Stanford was appointed to serve out the remainder of the term of the previous Assessor, whose term was to expire September 30, 2025; and

**WHEREAS**, Daniel has met the qualifications set forth by New York State's Department of Taxation and Finance to serve as an Assessor; and

**WHEREAS**, pursuant to Real Property Law §310 (2), the Town Supervisor wishes to appoint Daniel Stanford to serve a standard six (6) year term as the Assessor for the Town of Irondequoit; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board approves the appointment of Daniel Stanford to a (6) six year term as the Assessor for the Town of Irondequoit at a rate of \$81,989.00 per year which shall be drawn from Organization code A1135500-51000.

This resolution shall take effect October 1, 2025.

.

Seconded by Town Board Member \_\_\_\_\_ and duly put to vote, which resulted as follows:

|                        |            |        |
|------------------------|------------|--------|
| Town Board Member      | Perticone  | voting |
| Deputy Town Supervisor | Wehner     | voting |
| Town Board Member      | Malone     | voting |
| Town Board Member      | Cunningham | voting |
| Town Supervisor        | Evans      | voting |

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A  
RESOLUTION AUTHORIZING THE APPOINTMENT OF A WORKING FOREMAN**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 16<sup>th</sup> day of September 2025 at 7:00 P.M. local time; there were:

**PRESENT:**

|                                        |                        |
|----------------------------------------|------------------------|
| Andraé Evans                           | Town Supervisor        |
| Ann Cunningham                         | Town Board Member      |
| Grant Malone                           | Town Board Member      |
| John Perticone                         | Town Board Member      |
| Peter Wehner                           | Deputy Town Supervisor |
| McConville Considine Cooman & Morin PC | Attorney for the Town  |

Town Board Member \_\_\_\_\_ offered the following resolution and moved its adoption:

**WHEREAS**, due to retirement, there is a vacancy for a Working Forman in the Sewer Department; and

**WHEREAS**, interviews were held Friday September 5<sup>th</sup> for all qualified candidates that applied for the position; and

**WHEREAS**, the interview committee would like to appoint Jake Selenchik as the new Working Foreman; and

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Board approves the appointment of Jake Selenchik to the title of Working Foreman for the Town of Irondequoit at a rate of \$34.38 an hour, which shall be drawn from organization code SS318121.

This resolution shall take effect immediately.

.

Seconded by Town Board Member \_\_\_\_\_ and duly put to vote, which resulted as follows:

|                        |            |        |
|------------------------|------------|--------|
| Town Board Member      | Perticone  | voting |
| Deputy Town Supervisor | Wehner     | voting |
| Town Board Member      | Malone     | voting |
| Town Board Member      | Cunningham | voting |
| Town Supervisor        | Evans      | voting |

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD  
ADOPTING A RESOLUTION AUTHORIZING 2025 TAX LEVIES**

At the regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 16th day of September, 2025, at 7:00 p.m. local time, there were

**PRESENT:**

Andrae Evans

Grant Malone

John Perticone

Anne Cunningham

Peter Wehner

Town Supervisor

Town Board Member

Town Board Member

Town Board Member

Town Board Member

McConville Considine

Cooman & Morin, P.C.

Attorney for the Town

Town Board Member \_\_\_\_\_ offered the following resolution and moved its adoption:

**WHEREAS**, the Town of Irondequoit served notice upon the owners of the properties listed in the attached spreadsheet for violations of Town Code Chapter 94 and 104; and

**WHEREAS**, the owners failed to comply with duly issued orders within the time provided, or where, in the case of abandoned properties, the owners or responsible parties did not respond; and

**WHEREAS**, Town Code Chapters 94 and 104 authorize the Town to have work performed and be reimbursed by assessing and levying the expenses for such work against the property if a property owner fails to correct a violation.

**NOW THEREFORE BE IT RESOLVED**, that the Town of Irondequoit authorizes and orders that the expenses for work performed by the Town to correct violations of Town Code Chapters 94 and 104, as set forth in the attached spreadsheet and totaling approximately \$93,075 be assessed and levied against said properties as listed in the attached spreadsheet, and collected in the same manner and same time as other assessments and tax levies of the Town.

**AND BE IT FURTHER RESOLVED**, that the Town Supervisor is hereby authorized to adjust the foregoing assessment and levy based upon additional expenses incurred by the Town, as well as fees that are paid to the Town, prior to the cut-off date of October 1, 2025.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member \_\_\_\_\_ and duly put to vote, which resulted as follows:

|                   |            |        |       |
|-------------------|------------|--------|-------|
| Town Board Member | Wehner     | voting | _____ |
| Town Board Member | Perticone  | voting | _____ |
| Town Board Member | Malone     | voting | _____ |
| Town Board Member | Cunningham | voting | _____ |
| Town Supervisor   | Evans      | voting | _____ |

**Tax Levy 2026**

| <u>House #</u> | <u>Street</u>   | <u>Tax ID #</u> | <u>Amount</u> |
|----------------|-----------------|-----------------|---------------|
| 47             | Bateau Ter      | 047.65-2-34     | \$ 1,200.00   |
| 395            | Brandon Rd      | 077.11-6-18     | \$ 1,200.00   |
| 56             | Broderick Dr    | 062.15-3-61     | \$ 1,531.23   |
| 344            | Brookview Dr    | 076.19-3-14     | \$ 600.00     |
| 292            | Clark Ave       | 092.37-2-11     | \$ 568.20     |
| 3259           | Culver Rd       | 077.14-2-39     | \$ 600.00     |
| 3405           | Culver Rd       | 077.14-2-8      | \$ 600.00     |
| 4388           | Culver Rd       | 062.15-4-79     | \$ 1,090.20   |
| 27             | Dakeland Rd     | 076.07-4-10     | \$ 600.00     |
| 1780           | East Ridge Rd   | 077.17-4-49.1   | \$ 1,011.08   |
| 206            | Falstaff Rd     | 107.11-10-79    | \$ 600.00     |
| 87             | Garden Dr       | 107.07-6-76     | \$ 600.00     |
| 149            | Heberle Rd      | 092.10-4-21     | \$ 1,200.00   |
| 282            | Heberle Rd      | 092.11-4-30     | \$ 991.20     |
| 113            | Kennedy Cir     | 092.11-2-37     | \$ 600.00     |
| 95             | Lake Bluff Rd   | 062.50-1-21     | \$ 59,047.48  |
| 489            | List Ave        | 076.07-4-91     | \$ 1,200.00   |
| 768            | Melville St.    | 107.15-1-53     | \$ 1,309.20   |
| 1812           | N Goodman St    | 092.53-1-10     | \$ 1,712.77   |
| 53             | Nixon Dr.       | 062.15-3-2      | \$ 600.00     |
| 2349           | Norton St       | 092.14-4-11     | \$ 600.00     |
| 37             | Outlook Dr      | 062.19-2-76     | \$ 600.00     |
| 179            | Pt. Pleasant Rd | 062.82-1-19     | \$ 600.00     |
| 546            | Seneca Ave      | 091.06-5-7      | \$ 1,471.60   |
| 89             | Seville Dr      | 076.14-6-5      | \$ 600.00     |
| 151            | Seville Dr      | 076.14-6-14     | \$ 557.33     |
| 5370           | St. Paul Blvd   | 047.56-1-51     | \$ 991.20     |
| 146            | Suellen Dr      | 092.20-2-21     | \$ 483.58     |
| 2683           | Titus Ave Ext   | 077.11-2-14     | \$ 600.00     |
| 2717           | Titus Ave Ext   | 077.11-2-12     | \$ 600.00     |
| 59             | Topper Dr       | 062.15-4-22     | \$ 1,353.38   |
| 67             | Trelawne Dr     | 062.15-1-57     | \$ 600.00     |
| 150            | Vinedale Ave    | 077.18-1-48     | \$ 600.00     |
| 187            | Walzer Rd       | 077.18-1-96     | \$ 600.00     |
| 353            | Washington Ave  | 061.07-1-45     | \$ 600.00     |
| 909            | Whitlock Rd     | 092.10-3-36     | \$ 871.60     |
| 340            | Willow Creek Ln | 077.05-1-43     | \$ 600.00     |
| 217            | Willowen Dr     | 092.20-3-52     | \$ 1,010.75   |
| 400            | Wimbledon Rd    | 076.18-2-67     | \$ 600.00     |
| 216            | Wyndale Rd      | 076.11-2-46     | \$ 600.00     |
| 172            | Wyndham Rd      | 092.20-3-72     | \$ 600.00     |

**Total** **\$ 92,000.80**

**FM Fees**

| <u>House #</u> | <u>Street</u> | <u>Tax ID #</u> | <u>Amount</u>      |
|----------------|---------------|-----------------|--------------------|
| 395            | Brandon Rd    | 077.11-6-18     | \$ 175.00          |
| 2332           | Culver Rd     | 092.14-3-12     | \$ 50.00           |
| 2417           | Culver Rd     | 092.14-2-68     | \$ 150.00          |
| 975            | E Ridge Rd    | 091.07-2-11     | \$ 50.00           |
| 1381           | E Ridge Rd    | 091.08-2-77.11  | \$ 50.00           |
| 2012           | E Ridge Rd    | 077.18-1-67.1   | \$ 50.00           |
| 2075           | E Ridge Rd    | 077.18-4-13     | \$ 150.00          |
| 430            | Empire Blvd   | 107.07-3-66     | \$ 50.00           |
| 1812           | N Goodman St  | 092.53-1-10     | \$ 175.00          |
| 151            | Seville Dr    | 076.14-6-14     | \$ 175.00          |
| <b>TOTAL</b>   |               |                 | <b>\$ 1,075.00</b> |

**EXTRACT OF MINUTES OF MEETING OF THE TOWN BOARD ADOPTING A  
RESOLUTION AUTHORIZING THE USE OF FUND BALANCE FOR THE  
PURCHASE OF FOUR SETS (4) OF PERSONAL PROTECTIVE EQUIPMENT TO BE  
USED BY THE FIRE MARSHALS OFFICE**

At the regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 16th day of September, 2025, at 7:00 p.m. local time, there were

**PRESENT:**

|                 |                   |
|-----------------|-------------------|
| Andrae Evans    | Town Supervisor   |
| Grant Malone    | Town Board Member |
| John Perticone  | Town Board Member |
| Anne Cunningham | Town Board Member |
| Peter Wehner    | Town Board Member |

|                                              |                       |
|----------------------------------------------|-----------------------|
| McConville Considine<br>Cooman & Morin, P.C. | Attorney for the Town |
|----------------------------------------------|-----------------------|

Town Board Member \_\_\_\_\_ offered the following resolution and moved its adoption:

**WHEREAS**, it is necessary for the Department of Community Development to purchase (4) new sets of Personal Protective Equipment; and

**WHEREAS**, the Town of Irondequoit requested competitive quotes from qualified Personal Protective Equipment vendors; and

**WHEREAS**, the lowest responsible vendor was Whitmer Public Safety Group, Inc. in the amount of \$5,500; and

**WHEREAS**, this expenditure was not anticipated in the 2025 budget; and

**WHEREAS**, funding for this expense will be available in account A1341000-52100 from general fund balance.

**NOW THEREFORE BE IT RESOLVED**, that the Town Board authorizes the use of general fund balance for the purchase of four sets (4) of Personal Protective Equipment from Whitmer Public Safety Group Inc. in the amount not to exceed \$5,500;

**AND, BE IT FURTHER RESOLVED**, that the Town Board authorizes the Town Supervisor to execute any and all documents related to this purchase.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member \_\_\_\_\_ and duly put to vote, which resulted as follows:

|                   |            |        |       |
|-------------------|------------|--------|-------|
| Town Board Member | Perticone  | voting | _____ |
| Town Board Member | Wehner     | voting | _____ |
| Town Board Member | Malone     | voting | _____ |
| Town Board Member | Cunningham | voting | _____ |
| Town Supervisor   | Evans      | voting | _____ |

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD ADOPTING  
A RESOLUTION AUTHORIZING CAPITAL LEASE FINANCING AGREEMENT WITH M&T  
BANK FOR EQUIPMENT FOR THE BUREAU OF PUBLIC WORKS**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York, held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 16<sup>th</sup> day of September, 2025, at 7:00 p.m. local time, there were

**PRESENT:**

|                |                        |
|----------------|------------------------|
| Andraé Evans   | Town Supervisor        |
| Ann Cunningham | Town Board Member      |
| Grant Malone   | Town Board Member      |
| John Perticone | Town Board Member      |
| Peter Wehner   | Deputy Town Supervisor |

McConville Considine Cooman & Morin PC Attorney for the Town

Town Board Member \_\_\_\_\_ offered the following resolution and moved its adoption:

**WHEREAS**, the Town of Irondequoit (the “Town”) is a New York municipal corporation duly organized pursuant to the Constitution and the laws of the State of New York; and

**WHEREAS**, it is necessary to finance one (1) 2025 International self-loading Brush Truck and three (3) 2025 International 6-wheel dump trucks with plow equipment for the Bureau of Public Works through a capital lease pursuant to General Municipal Law § 109-b, consistent with plans in the 2025 operating budget of the Community Services Department (the “Equipment”); and

**WHEREAS**, the authorization to purchase one (1) 2025 International self loading brush Truck at a cost of \$228,903.30 was previously provided by Resolution 2023-048; and

**WHEREAS**, the authorization to purchase three (3) 2025 International 6 wheel dump Trucks at a cost of \$875,120.91 was previously provided by Resolution 2022-021; and

**WHEREAS**, the total to be financed for the equipment is \$1,104,024.21; and

**WHEREAS**, authorization to obtain financing from M&T Bank for the Equipment was previously provided by Resolution 2025-      ; and

**WHEREAS**, the terms and conditions of the financing for the acquisition of the Equipment are set forth in that certain Tax Exempt Lease Purchase Agreement (New York) attached hereto as **Attachment A** and made a part hereof (the “Lease”), in the total principal amount of \$1,104,024.21; and

**WHEREAS**, in connection with the Lease, the Town is required to execute, deliver and perform its obligations under certain other documents and instruments to be executed and delivered by the Town in connection therewith (together with the Lease, the “Financing Documents”); and

**WHEREAS**, the Town has taken the necessary steps, including those relating to any applicable bidding requirements, to acquire the Equipment and execute and deliver the Financing Documents; and

**WHEREAS**, it is determined that the terms of the Lease in substantially the form presented to the Town Board at this meeting provide for level debt service payments for a period of five (5) years; and

**WHEREAS**, pursuant to New York Local Finance Law § 11(a)(28), the Town has determined that the period of probable usefulness of the Equipment is fifteen years; and

**WHEREAS**, the Town Board finds that it is in the best interest of the Town to acquire the Equipment, enter into the Financing Documents, and perform the transactions contemplated therein.

**NOW THEREFORE BE IT RESOLVED:**

1. That the Town Board authorizes the Town Supervisor to negotiate, enter into, execute and deliver the Lease in substantially the form presented to the Town Board with such changes thereto as he deems appropriate with the advice of counsel, which Lease is available for public inspection at the offices of the Town; and
2. That the Town Board authorizes, approves and adopts the execution, delivery and performance by the Town of the Financing Documents and the consummation of all of the transactions contemplated thereby by and on behalf of the Town; and
3. That the total principal amount of the Lease shall not exceed \$1,104,024.21 and shall bear interest as set forth in the Lease; said Lease shall contain an option to purchase by the Town as therein set forth; and
4. That the Town’s obligations under the Lease shall be expressly subject to annual appropriation by the Town; and such obligations under the Lease shall not constitute a general obligation of the Town or indebtedness of the Town within the meaning of the Constitution and laws of the State of New York; and
5. That the Town Board authorizes, empowers and directs the Town Supervisor to take all further actions and to execute all further documents on behalf of the Town necessary, appropriate and advisable to effectuate and carry out the purposes of these resolutions and to cause compliance by the Town with all of the terms, covenants and provisions of the Financing Documents.

This resolution shall take effect immediately upon adoption.

Seconded by the Town Board Member \_\_\_\_\_ and duly put to vote, which resulted as follows:

|                   |           |        |       |
|-------------------|-----------|--------|-------|
| Town Board Member | Perticone | voting | _____ |
| Town Board Member | Wehner    | voting | _____ |

|                   |            |        |         |
|-------------------|------------|--------|---------|
| Town Board Member | Malone     | voting | _____   |
| Town Board Member | Cunningham | voting | - _____ |
| Town Supervisor   | Evans      | voting | _____   |

**EXTRACTION OF MINUTES OF MEETING OF TOWN BOARD ADOPTING A  
RESOLUTION AUTHORIZING AN AMENDMENT TO THE 2025 LIBRARY  
BUDGET**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 16<sup>th</sup> day of September 2025 at 7:00 P.M. local time; there were

Andraé Evans  
Ann Cunningham  
Grant Malone  
John Perticone  
Peter Wehner

Town Supervisor  
Town Board Member  
Town Board Member  
Town Board Member  
Deputy Town Supervisor

McConville Considine Cooman & Morin PC Attorney for the Town

Town Board member \_\_\_\_\_ offered the following resolution and moved its adoption:

**WHEREAS**, the Irondequoit Public Library received a grant to make improvements to the children's library entryway project, including electrical and stage riser for the entryway and is required to contribute funding to the project; and

**WHEREAS**, funding for this purpose was not anticipated in the 2025 budget; and

**WHEREAS**, the Library Board met and has approved an appropriation of fund balance for the required contribution in the amount of \$59,002 at a Library Board meeting held on August 27, 2025.

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board approves an amendment of the 2025 Library budget as recommended by the Library Board, to apply Fund balance of \$59,002, to the Library budget for the children's library entryway project, including electrical and stage riser for the entryway.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board member \_\_\_\_\_ and duly put to vote, which resulted as follows:

|                   |           |        |       |
|-------------------|-----------|--------|-------|
| Town Board Member | Perticone | voting | _____ |
| Town Board Member | Wehner    | voting | _____ |
| Town Board Member | Malone    | voting | _____ |

Town Board Member  
Town Supervisor

Cunningham voting  
Evans voting

—  
—

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD  
ADOPTING A RESOLUTION AUTHORIZING ATTENDANCE TO THE NEW  
YORK WOMEN IN LAW ENFORCEMENT 14<sup>TH</sup> ANNUAL TRAINING  
CONFERENCE**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 16th day of September 2025, at 7:00 p.m. local time, there were

**PRESENT:**

Andraé Evans  
Ann Cunningham  
Grant Malone  
John Perticone  
Peter Wehner

Town Supervisor  
Town Board Member  
Town Board Member  
Town Board Member  
Deputy Town Supervisor

McConville Considine Cooman & Morin PC Attorney for the Town

Town Board Member \_\_\_\_\_ offered the following resolution and moved its adoption:

**WHEREAS**, the Chief of Police recommends sending a Sergeant from the Irondequoit Police Department to The New York Women in Law Enforcement 14<sup>th</sup> Annual Training Conference which will be held in Syracuse, New York on November 5<sup>th</sup>-7<sup>th</sup>, 2025. The training conference will include; Segments on Leadership and Health & Wellness as well as presentations by Criminal Justice Speakers. Anticipated topics include, Legal Updates, Collective Bargaining and Union Representation, Strength in Sisterhood and Qualities of Women & Life after Law Enforcement; and

**WHEREAS**, the approximate cost of the conference is \$452.15 and funding for this training is available in the 2025 Police Department budget, Account A131200-541000.

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board hereby authorizes a Sergeant from the Irondequoit Police Department to attend the New York Women in Law Enforcement 14<sup>th</sup> Annual Training Conference. This training will be held in Syracuse, New York, November 5<sup>th</sup>, 2025-November 7<sup>th</sup>, 2025; and

**AND BE IT FURTHER RESOLVED**, that the Town Board grants authority to the Town Supervisor to execute any and all documents related to this in a format approved by the Attorney for the Town.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member \_\_\_\_\_ and duly put to vote, which resulted as follows:

|                        |            |             |
|------------------------|------------|-------------|
| Town Board Member      | Perticone  | voting_____ |
| Deputy Town Supervisor | Wehner     | voting_____ |
| Town Board Member      | Malone     | voting_____ |
| Town Board Member      | Cunningham | voting_____ |
| Town Supervisor        | Evans      | voting_____ |

# NEW YORK WOMEN IN LAW ENFORCEMENT

## 14th Annual Training Conference



NOVEMBER 5-7, 2025

HOSTED IN SYRACUSE, NY



New York Women in Law Enforcement (NYWLE) is proud to announce the 2025 Annual NYWLE Training Conference will be held at Marriott Syracuse Downtown located at 100 East Onondaga Street, Syracuse, NY 13202.

Networking Opportunities   Motivational Speakers   Leadership Panel Board   Wellness Activities   Vendor Fair

### **AGENDA & TRAINING TOPICS**

The three-day agenda will include several dynamic criminal justice speakers who will present topics within their fields of expertise, a leadership panel board with live Q&A, and several networking opportunities. Some of the scheduled topics include the following: Resilience & Leadership, Legal Updates, Collective Bargaining & Union Representation, Strength in Sisterhood, Wellness for Women First Responders, Blue Lives NYC, Qualities of Women & Life After Law Enforcement.

### **REGISTRATION & LODGING**

Registration Fees are: \$350 (NYWLE Members), \$425 (Non-NYWLE Members). This fee includes all trainings, the Welcome Reception, Breakfast, Lunches & Thursday's Banquet Dinner.

Lodging: Lodging arrangements are separate and can be made directly with Marriott Syracuse Downtown. Government Rate is: \$122 per night. Hotel Reservations must be made by October 13<sup>th</sup>.

*\*Please note that hotel rates may increase starting October 1<sup>st</sup>*

### **LINKS TO REGISTER**

Conference Registration:  
<https://whova.com/portal/registration/azlVg7uGKiDTH4XogYQd/>

Hotel Room Registration: <https://book.passkey.com/e/50986630>



I SUPPORT THE GIRLS

Conference Fundraiser: I Support The Girls  
Raffle Items: Challenge Coin Shadow Boxes & Gift Baskets



**GUEST SPEAKER**  
*Joseph Imperatrice*



**KEYNOTE SPEAKER**  
*Alison Esposito*

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD  
ADOPTING A RESOLUTION AUTHORIZING ATTENDANCE TO THE  
UTILIZING VEHICLE DATA TO ENHANCE INVESTIGATIONS COURSE**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 16th day of September 2025, at 7:00 p.m. local time, there were

**PRESENT:**

Andraé Evans  
Ann Cunningham  
Grant Malone  
John Perticone  
Peter Wehner

Town Supervisor  
Town Board Member  
Town Board Member  
Town Board Member  
Deputy Town Supervisor

McConville Considine Cooman & Morin PC Attorney for the Town

Town Board Member \_\_\_\_\_ offered the following resolution and moved its adoption:

**WHEREAS**, the Chief of Police recommends sending an Investigator to the Utilizing Vehicle Data to Enhance Investigations Course held at the Greece Police Department on October 15<sup>th</sup>- October 16<sup>th</sup>, 2025. This two-day course is essential for Law Enforcement Professionals who need to stay up to date with the latest methods for obtaining data from modern vehicles. Topics covered in this training are Search Warrant Writing for Vehicle Data, Live Tracking Vehicles, Internet Resources for Vehicle Data, Stored Infotainment System Data, Utilizing Cellular Data from Vehicles. This knowledge is vital for Law Enforcement Officers who need to leverage every available resource to complete their investigations efficiently and effectively; and

**WHEREAS**, the approximate cost of the training is \$500.00 and funding for this training is available in the 2025 Police Department budget, Account A131200-541000.

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board hereby authorizes an Investigator from the Irondequoit Police Department to attend the Utilizing Vehicle Data to Enhance Investigations Course held at the Greece Police Department, October 15<sup>th</sup>, 2025-October 16<sup>th</sup>, 2025; and

**AND BE IT FURTHER RESOLVED**, that the Town Board grants authority to the Town Supervisor to execute any and all documents related to this in a format approved by the Attorney for the Town.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member \_\_\_\_\_ and duly put  
to vote, which resulted as follows:

|                        |            |        |       |
|------------------------|------------|--------|-------|
| Town Board Member      | Perticone  | voting | _____ |
| Deputy Town Supervisor | Wehner     | voting | _____ |
| Town Board Member      | Malone     | voting | _____ |
| Town Board Member      | Cunningham | voting | _____ |
| Town Supervisor        | Evans      | voting | _____ |

# Utilizing Vehicle Data to Enhance Investigations Course

**October 15-16, 2025 Hours: 08:00 - 17:00**

— Hosted By —

**Greece Police Department  
6 Vince Tofany Blvd Rochester, NY 14612**

Please note, it is strongly suggested to attend the LexisNexis 40-Hour Criminal Investigations Using Cellular Technologies Course prior to taking this course. Attendees who have an understanding of call detail records, providers, and cell phone technology are also welcome to attend. This two-day course is essential for law enforcement professionals who need to stay up to date with the latest methods for obtaining data from modern vehicles. It covers procedural advancements and various approaches to retrieving vehicle data, which is crucial for locating fugitives and conducting thorough investigations.

Modern vehicles are equipped with on-board systems that connect to cellular networks, like how a cell phone operates. This connectivity can be exploited to gather data for geolocation, revealing where a vehicle currently is or where it has been. The course provides a comprehensive understanding of how current vehicles connect to cellular networks, emphasizing that a vehicle functions as a mobile digital device. It contains cellular, Wi-Fi and Bluetooth connections, stores car event data, and may even capture social media activity and the digital footprint of its occupants.

The course will also delve into the specifics of on-board storage systems and the types of data that third-party companies may store. Investigators will learn how to navigate the complexities of modern car computing systems and use the vast amount of data these vehicles can provide, including GPS data that can show nearly exact locations, depending on the make and model of the vehicle. This knowledge is vital for law enforcement officers who need to leverage every available resource to complete their investigations efficiently and effectively.

## Topics Covered Include:

- Search warrant writing for vehicle data
- Live tracking vehicles
- Internet resources for vehicle data
- Utilizing cellular data from vehicles
- Understanding extraction data from vehicles
- Stored Infotainment System data
- Layering vehicle data for a comprehensive digital footprint and pattern of life

## Materials Needed:

- Laptop and/or note-taking materials
- Google Earth Pro™ installed
- Microsoft Excel installed

## Registration Fee:

\$500 per person  
Register online [here](#)

For more information, please contact our training coordinator at  
[trainingcoordinator@lexisnexisrisk.com](mailto:trainingcoordinator@lexisnexisrisk.com) | [risk.lexisnexis.com/letraining](http://risk.lexisnexis.com/letraining) | 844.367.9389

**EXTRACT OF THE MINUTES OF A MEETING OF THE TOWN BOARD  
ADOPTING A RESOLUTION AUTHORIZING ATTENDANCE TO GROUP  
CRISIS INTERVENTION COURSE**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 16th day of September 2025, at 7:00 p.m. local time, there were

**PRESENT:**

Andraé Evans  
Ann Cunningham  
Grant Malone  
John Perticone  
Peter Wehner

Town Supervisor  
Town Board Member  
Town Board Member  
Town Board Member  
Deputy Town Supervisor

McConville Considine Cooman & Morin PC Attorney for the Town

Town Board Member \_\_\_\_\_ offered the following resolution and moved its adoption:

**WHEREAS**, the Chief of Police recommends sending two (2) Irondequoit Police Officers to the Group Crisis Intervention course located in Depew, New York on September 29<sup>th</sup>- September 30<sup>th</sup>, 2025. This two-day course is to increase awareness on concepts relevant to Crisis Intervention along with Disaster Mental Health Intervention, to understand the nature and importance of Incident Assessment and Strategic Intervention Planning, Crisis Management Briefings, Defusing Crisis Interventions and more; and

**WHEREAS**, the approximate cost of the course totals \$300.00 and funding for this training is available in the 2025 Police Department budget, Account A131200-541000.

**NOW, THEREFORE BE IT RESOLVED**, that the Town Board hereby authorizes two (2) Officers from the Irondequoit Police Department to attend the Group Crisis Intervention course in Depew, New York, September 29<sup>th</sup>, 2025- September 30<sup>th</sup>, 2025; and

**AND BE IT FURTHER RESOLVED**, that the Town Board grants authority to the Town Supervisor to execute any and all documents related to this in a format approved by the Attorney for the Town.

This resolution shall take effect immediately upon its adoption.

Seconded by the Town Board Member \_\_\_\_\_ and duly put to vote, which resulted as follows:

|                        |            |        |       |
|------------------------|------------|--------|-------|
| Town Board Member      | Perticone  | voting | _____ |
| Deputy Town Supervisor | Wehner     | voting | _____ |
| Town Board Member      | Malone     | voting | _____ |
| Town Board Member      | Cunningham | voting | _____ |
| Town Supervisor        | Evans      | voting | _____ |

## TRAINING ANNOUNCEMENT

The Western New York Law Enforcement Helpline, dedicated to serving the emergency services community, is pleased to announce the following 2-day course:

### GROUP CRISIS INTERVENTION

**Dates:** Monday, September 29<sup>th</sup>, 2025 and Tuesday, September 30<sup>th</sup>, 2025  
**Time:** 8:30am-4:30pm both days  
**Location:** Centerpointe Community Church  
56 Burlington Avenue  
Depew, New York 14043

This is an International Critical Incident Stress Foundation (ICISF) developed curriculum. Advantages of attending are:

- Participants will learn how to provide group crisis intervention using proven methods
- Participants will receive a certificate of completion from the ICISF
- Participants will receive continuing education credits from the University of Maryland at Baltimore
- This course is required for persons pursuing the ICISF Certificate of Advanced Training

### LEARNING OBJECTIVES

- To increase awareness of key terms and concepts relevant to the practice of crisis intervention and disaster mental health intervention.
- To become familiar with relevant research findings and recommendations for practice.
- To understand the nature and importance of incident assessment and strategic intervention planning.
- To understand the nature of the “resistance, resilience, recovery” continuum and the role of the integrated, multi-component, Critical Incident Stress Management system (CISM).
- To become familiar with large group crisis interventions:
  - Rest, Information & Transition Service (RITS; formerly called Demobilization)
  - Crisis Management Briefings
- To become familiar with small group crisis interventions:
  - Defusing
  - Critical Incident Stress Debriefing (CISD)
- To become familiar with risks of adverse outcome associated with crisis intervention and how to reduce those risks.

**Presenters:** Anthony Victor LeBron, CTR, CCISM is retired from the Buffalo Police Department after a 33-year career. In his tenure he served in various capacities to include: Community Police Officer, FBI certified Hostage Negotiator, and leader of the BPD Peer Team. He presents on Law Enforcement Suicide at the Erie County Law Enforcement Training Academy and at Supervision school. He presently is the Vice President of the Western New York Law Enforcement Helpline.

Brian Flynn, LCSW is a clinical social worker with nearly 25 years of teaching and clinical experience working with law enforcement and other first responders. He is a university lecturer and holds a certification in critical incident stress management. Brian earned his Master’s Degree in Social Work from SUNY Albany, his Master’s Degree in Social Science from Binghamton University and a Bachelor’s Degree in Psychology from the University of Arizona.

**Please do not register if you cannot commit to attending both days in their entirety. Registration is limited to 30 persons. Only persons who are registered by 8:30am and stay until 4:30pm both days will receive credit for the course and a certificate of completion.**

**Lunch will be provided both days.**

Questions about registration can be directed to Melissa Harte at 716-708-3768 or via email at [mharte@wnyleh.org](mailto:mharte@wnyleh.org)

Questions about the curriculum can be directed to Anthony LeBron at 716-440-4750 or via email at [Avlebron@wnyleh.org](mailto:Avlebron@wnyleh.org)

## REGISTRATION FORM

Please use the following link: [ICISE GCL REGISTRATION FORM](#)

### GROUP CRISIS INTERVENTION

Monday September 29th, 2025 and Tuesday September 30th, 2025

Persons who are interested in attending the training must complete the registration form and send the appropriate payment. Please complete a new registration form for each registrant. Registrations will be handled on a first come, first serve basis. *All registrants will be notified whether or not they have been accepted into the class.* REGISTRATION CLOSES ON MONDAY SEPTEMBER 24th, 2025 AT 4:30PM.

**Two-Day Course Fee Schedule:** \$150.00 USD

**PAYMENT MUST BE RECEIVED BY THE SEPTEMBER 24th, 2025 DEADLINE** and can be made by personal check, business check, money order or purchase order payable to WNY Law Enforcement Helpline, Inc. (WNYLEH). **Cancellations received by September 24th will be accepted and the check returned or destroyed. For all others, payment will be retained for costs already accrued from your initial registration.**

Please submit payment to WNY Law Enforcement Helpline (WNYLEH):

Address: PO Box 1014, Buffalo, NY 14220

Email: [mharte@wnyleh.org](mailto:mharte@wnyleh.org)

**PLEASE NOTE:** Should you need to cancel, please notify Melissa as soon as possible so we may fill your seat with another registrant.

**EXTRACT OF MINUTES OF MEETING OF TOWN BOARD ADOPTING A  
RESOLUTION AUTHORIZING THE SUPERVISOR TO SIGN SUPPLEMENTAL  
AGREEMENT #2 FOR NEW YORK STATE  
SNOW & ICE 2024-2025 SEASON**

At a regular meeting of the Town Board of the Town of Irondequoit, Monroe County, New York held at the Town Hall, 1280 Titus Avenue, in said Town of Irondequoit, on the 16<sup>th</sup> of September, 2025 at 7:00pm local time; there were:

**PRESENT:**

Andrae' Evans  
Ann Cunningham  
Grant Malone  
John Perticone  
Peter Wehner

Town Supervisor  
Town Board Member  
Town Board Member  
Town Board Member  
Town Board Member

McConville Considine Cooman & Morin, PC     Attorney for the Town

Town Board Member \_\_\_\_\_ offered the following resolution and moved its adoption:

**WHEREAS**, the Town of Irondequoit has entered into agreements with New York State for Snow & Ice Removal on New York State Roadways for many years;

**WHEREAS**, pursuant to Resolution 2019-308 the Town of Irondequoit and New York State entered into a new agreement for a period of five (5) years with the Town of Irondequoit for Snow & Ice Removal on New York State Roadways commencing July 1, 2019 and ending June 30, 2024; and

**WHEREAS**, pursuant to Resolution 2025-175, the reimbursement amount needs to be modified to read \$33,452.44 for 6.8 lane miles for the 2024-2025 Snow & Ice Removal season, and

**WHEREAS**, the winter snow & ice season was more severe than initially anticipated resulting in an added expense incurred of \$5,834.15 for the 2024-2025 season; and

**WHEREAS**, NYS requests to have the Supervisor sign the attached Amendment to change the estimated expenditure for Snow & Ice Agreement as shown in Exhibit "A".

**NOW THEREFORE BE IT RESOLVED**, that the Town Board hereby approves the Supervisor signing the Amendment to Change the Estimated Expenditure for Snow & Ice Agreement for the 2024-2025 Snow & Ice season with New York State for Snow & Ice Removal on New York State Roadways.

**AND BE IT FURTHER RESOLVED**, that the Town Board authorizes the Town Supervisor to execute any and all documents related to this agreement.

This resolution shall take effect immediately upon its adoption.

Seconded by Town Board Member \_\_\_\_\_ and duly put to vote, which resulted as follows:

|                   |            |        |       |
|-------------------|------------|--------|-------|
| Town Board Member | Perticone  | voting | _____ |
| Town Board Member | Wehner     | voting | _____ |
| Town Board Member | Malone     | voting | _____ |
| Town Board Member | Cunningham | voting | _____ |
| Town Supervisor   | Evans      | voting | _____ |

Exhibit “A”

Contract No.: D014748  
Supplemental Agreement No.: \_\_\_\_\_  
Date Prepared: \_\_\_\_\_

**SUPPLEMENTAL AGREEMENT No. 2 to Contract No. D014748**

This Supplemental Agreement is by and between:

the New York State Department of Transportation ("NYSDOT"), having its principal office at 50 Wolf Road, Albany, NY 12232, on behalf of New York State ("State"); and the

TOWN OF IRONDEQUOIT ("Municipality")  
Acting by and through the \_\_\_\_\_.

This amends the existing Municipal Snow and Ice Agreement between the parties in the following respects only (*check all that apply*):

- ☐ Amending the contract end date ONLY
- ☐ Amending the number of lane miles/specific roads covered under Paragraphs 7 and 9 of the Original Agreement (revised map attached)
- ☒ Amending the estimated expenditure for the 24/25 season by:
  - ☒ adding funding due to exceeding the Estimated Expenditure for the above-mentioned season (required Amendment B attached with a copy of the final snow & ice voucher, if applicable)
  - ☐ adding funding to adjust the Estimated Expenditure to account for increases in labor, materials, equipment, and/or overall costs, per the terms in Paragraphs 9 and 10 in the Original Agreement (Adjustment Worksheet and Municipal Resolution attached)
- ☐ Extending the Agreement attached hereto and incorporated herein for an additional 5-year period (Extension No. \_\_\_\_\_ of a maximum of 3)
- ☐ Amends a previously adopted Agreement by replacing the Appendix A dated October 2019 with the Appendix A dated June 2023
- ☐ Other: \_\_\_\_\_

Contract No.: D014748  
 Supplemental Agreement No.: \_  
 Date Prepared: \_\_\_\_\_

**IN WITNESS THEREOF**, the parties have caused this Agreement to be executed by their duly authorized officials as of the date first above written.

THE PEOPLE OF THE STATE OF NEW YORK

MUNICIPALITY:

By: \_\_\_\_\_  
 For Commissioner of Transportation

By: \_\_\_\_\_

Date: \_\_\_\_\_

Print Name: \_\_\_\_\_

Title: \_\_\_\_\_

STATE OF NEW YORK

)ss.:

COUNTY OF \_\_\_\_

On this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ before me personally came \_\_\_\_\_ to me known, who, being by me duly sworn did depose and say that he/she resides at \_\_\_\_\_; that he/she is the \_\_\_\_\_ of the Municipality described in and which executed the above instrument; that it was executed by order of the \_\_\_\_\_ of said Municipality pursuant to a resolution that was duly adopted on \_\_\_\_\_ and which a certified copy is attached and made a part hereof; and that he/she signed his/her name thereto by like order.

\_\_\_\_\_  
 Notary Public

**APPROVED AS TO FORM**  
**STATE OF NEW YORK ATTORNEY GENERAL**

**APPROVAL BY NYS COMPTROLLER'S OFFICE**

By: \_\_\_\_\_

By: \_\_\_\_\_

**NYSDOT MUNICIPAL SNOW AND ICE AGREEMENT AMENDMENT B  
FOR TIME & MATERIALS (CONVENTIONAL) AGREEMENTS**

| Contract #    | Municipality        | Ext. Season | Region #             |
|---------------|---------------------|-------------|----------------------|
| D014748       | Town of Irondequoit | 2024-25     | 4                    |
| Contract Term |                     |             | 7/1/2024 – 6/30/2029 |

**AMENDMENT TO CHANGE THE ESTIMATED EXPENDITURE  
FOR SNOW & ICE AGREEMENT**

Due to the severity of the winter during the 2024/25 season, the MUNICIPALITY requests that the Municipal Snow and Ice Agreement estimated expenditure be revised to reflect the additional lane miles of state roads that were plowed/treated during the winter season. All the terms and conditions of the original contract extension remain in effect except as follows:

| ADDITIONAL S&I OPERATIONS                                                                         |                                 |                         |
|---------------------------------------------------------------------------------------------------|---------------------------------|-------------------------|
| Original 2024/25 Estimated Expenditure                                                            | Final Snow & Ice Voucher Total  | Adjustment <sup>1</sup> |
| \$33,452.44                                                                                       | \$39,286.59                     | \$5,834.15              |
| Adjustment <sup>1</sup> = Final Snow & Ice Voucher Total – Original 2024/25 Estimated Expenditure |                                 |                         |
| TOTAL CONTRACT ADJUSTMENTS                                                                        |                                 |                         |
| Final Snow & Ice Voucher Total                                                                    | Amount Paid for 2024/25 Season* | Contract Adjustment     |
| \$39,286.59                                                                                       | \$33,452.44                     | \$5,834.15              |
| Contract Adjustment = Final Snow & Ice Voucher Total – Amount Paid for 2024/25 Season             |                                 |                         |

*\*Encumbered balance of \$11,039.30 being disbursed. Remaining balance of \$5,834.15 to be disbursed upon OSC approval of Amendment B\**

IN WITNESS WHEREOF, this agreement has been executed by the State, acting by and through the duly authorized representative of the COMMISSIONER OF TRANSPORTATION and the MUNICIPALITY, which has caused this Agreement to be executed by its duly authorized officer on the date and year first written in the original contract extension.

Agency Certification Contract No. D014748

“In addition to the acceptance of this contract, I also certify that original copies of this signature page will be attached to all other exact copies of this contract.”

THE PEOPLE OF THE STATE OF NEW YORK

MUNICIPALITY

BY \_\_\_\_\_  
For Commissioner of Transportation

BY \_\_\_\_\_

ATTORNEY GENERAL’S SIGNATURE

NYS COMPTROLLER’S SIGNATURE

\_\_\_\_\_

\_\_\_\_\_

Dated \_\_\_\_\_

Dated \_\_\_\_\_

STATE OF NEW YORK )

) SS:

COUNTY OF \_\_\_\_\_ )

On the \_\_\_\_\_ day of \_\_\_\_\_ in the year \_\_\_\_\_ before me personally came \_\_\_\_\_ to me known who, being by me duly sworn, did depose and say that (s)he resides in \_\_\_\_\_, New York; that (s)he is the \_\_\_\_\_ of \_\_\_\_\_ the municipality described in and which executed the above instrument; that (s)he executed said instrument by order of the Governing Body of said municipality pursuant to a resolution which was duly adopted on \_\_\_\_\_; a certified copy of such resolution attached hereto and made a part hereof.

\_\_\_\_\_  
Notary Public