

**REGULAR MEETING, TOWN OF LIVONIA**

January 15, 2015

A regular meeting of the Town Board of the Town of Livonia, County of Livingston and the State of New York was held at Livonia Town Hall, 35 Commercial Street, Livonia on January 15, 2015.

**PRESENT:** Eric Gott, Supervisor  
Andy English, Councilmember  
Matt Gascon, Councilmember  
Angela Grouse, Councilmember  
Frank Seelos, Councilmember  
Colleen West Hay, Clerk  
Jim Campbell, Attorney, Town of Livonia

**OTHERS PRESENT:** Several Residents.

The meeting was called to order by Supervisor Gott at 7:00 PM.  
Councilmember Gascon led the pledge.

RESOLUTION 1-2015

**APPROVE 2015 TOWN BOARD APPOINTMENTS**

On motion of Councilmember Gascon seconded by Councilmember Seelos the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays – 0

Resolved to approve the following 2015 Town Board Appointments:

DEPUTY SUPERVISOR	FRANK SEELOS
TOWN HISTORIAN	DOROTHY WILKINS
REGISTRAR	COLLEEN HAY
DEPUTY REGISTRAR	LEANNE HOLT
DEPUTY TOWN CLERK	LEANNE HOLT
RECORDS MANAGEMENT OFFICER	COLLEEN HAY
MILEAGE RATE	57.5cents /MILE
TOWN ENGINEER	CLARK PATTERSON LEE
MEETING DATES	1 <sup>ST</sup> AND 3 <sup>RD</sup> Thursday, 7PM
TOWN ATTORNEY	JAMES CAMPBELL
CHAIRMAN OF JOINT ZONING BOARD	PETER NILSSON
CHAIRMAN OF JOINT PLANNING BOARD	RICHARD BENNETT
OFFICIAL BANK	FIVE STAR BANK
PLANNING BOARD SECRETARY	JEANNE BROWN
OFFICIAL NEWSPAPER	LIVINGSTON COUNTY NEWS
COUNTY TRAFFIC SAFETY BOARD	ERIC GOTT
“ALTERNATE	ANGELA GROUSE

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OFFICIAL RADIO STATION 1040 WYSL

**SUPERVISOR'S APPOINTMENTS**

SECRETARY TO SUPERVISOR MIKE LAWTON

TOWN BOARD COMMITTEE APPOINTMENTS

HIGHWAY	MATT GASCON
RECREATION/YOUTH/ BASEBALL	ANGELA GROUSE
VITALE AND HEMLOCK PARK LIASON	ANDREW ENGLISH
LIBRARY	ANGELA GROUSE
EMERGENCY SERVICES LIASON	FRANK SEELOS
JOINT WATER WORKS	ERIC GOTT AND FRANK SEELOS
CLA LIASON	FRANK SEELOS
TRAIL LIAISONS	MATT GASCON

**PRIVILEGE OF THE FLOOR**

Gene Bolster stated that the Watershed Council is providing a disposal station at Long Point for boaters to dispose of the weeds they clean off their boat. He asked if the Town would like one for Vitale Park. Supervisor Gott answered that the best access would be by the basketball court. The Town would install it, the Watershed Council would build it and put the town's logo on it. Supervisor Gott will find out if there is a need for it at the park.

**TOWN CLERK'S REPORT – DECEMBER 2014**

Clerk Hay gave the following financial report for December 2014:

<i>Paid To</i>	<i>Amount Remitted</i>
Supervisor (General Fund)	\$2,615.62
NYS Comptroller's Office (Bingo and Games of Chance)	\$596.25
County Treasurer for Dog Licenses	\$168.00
NYS Ag & Mkts for Spay/neuter Program	\$60.00
NYS DECALS	\$108.63
State Health Department (Marriage Licenses)	\$112.50
<b>Total Disbursements</b>	<b>\$3,661.00</b>

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**TOWN CLERK 2014 ANNUAL REPORT**

Clerk Hay gave the following Annual Report for 2014:

<i>Paid To</i>	<i>Amount Remitted</i>
Supervisor (General Fund)	\$31,920.77
County Treasurer for Dog Licenses	\$3,013.50
NYS Comptroller's Office	\$645.00
NYS Ag & Mkts for Spay/neuter Program	\$1,182.00
NYS DECALS	\$19,608.86
State Health Department (Marriage Licenses)	\$990.00
<b>Total Disbursements</b>	<b>\$57,360.13</b>

Clerk Hay reminded the board that there were corrections made to the dog license revenue share that was supposed to go to the county because the software was not counting the purebred licenses. These corrections are reflected in the above report.

**Financial Report**

- Overall, we collected about \$400 more in revenue in 2014 over previous year. Most accounts only had minor changes. More significant changes were:
- Increases:
  - Hunting & Fishing license revenue was up about \$1,800.
  - We sold 44 marriage licenses, compared to 39 the previous year.
  - There were 13 Recreation Fees (\$3,900) compared to 6 (\$1,800) the previous year.
- Decreases
  - Zoning Fees were \$2,445 compared to \$4,105 the previous year.
  - Planning Fees were \$770 compared to \$1,395 the previous year.
  - Building Permits were \$13,303 compared to \$14,313 the previous year.

**Other Town Clerk**

- **Marriage Officer** - Clerk Hay performed ten weddings last year – some at the Town Hall and some at the parks or private residences.
- **Records Management** –
  - The scanning of burial and cremation permits is almost complete. Deputy Clerk Holt should be commended for the hours spent checking the scanned images to ensure that they were indexed correctly. She found an error rate of about 20%.
  - Corrections have been made and we should have the final electronic draft this week. We will check these for accuracy before they are burned to the waferfiche. At that time, we will release the final payment of \$600 for the waferfiche and request permission to destroy the paper.

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- There are a few records which, because of their condition, could not be scanned. These will not be destroyed, but will be kept.
- We will do our own scanning going forward, and will wait until we have enough records to fill a waferfiche before sending them out to be converted. The ongoing cost should be \$200-\$250 per year, which will be covered under the \$1,000 Records Management line item in the Town Clerk budget.
- **Hunting & Fishing Licenses –**
  - The software vendor continues to make updates and improvements to the software. Most of the original issues have been solved.
  - Sales were up slightly over 2013. I think this is mainly due to the fact that not all agents were up and running at the start of sales.
  - The license paper continues to be an issue. We hope that in 2015 they are able to provide us with Valeron that will work in the license printers. We continue to use 2013 paper that we have on hand.

RESOLUTION 2-2015

**APPROVE TOWN CLERK'S REPORT FOR DECEMBER 2014**

On motion of Councilmember Grouse seconded by Councilmember English the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays – 0

Resolved to approve the December 2014 Town Clerk's Report.

RESOLUTION 3-2015

**APPROVE TOWN CLERK'S 2014 ANNUAL REPORT**

On motion of Councilmember Seelos seconded by Councilmember English the following resolution was

ADOPTED Ayes - 4 (Gott, English, Gascon, Grouse, Seelos)  
Nays – 0

Resolved to approve the Town Clerk's 2014 Annual Report.

RESOLUTION 4-2015

**APPROVE MEETING MINUTES FROM 12/11/2014**

On motion of Councilmember English seconded by Councilmember Gascon the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays – 0

Resolved to approve the meeting minutes from December 11, 2014.

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RESOLUTION 5-2015

**DOG CONTROL CONTRACT**

On motion of Councilmember English seconded by Councilmember Grouse the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays – 0

Resolved to approve the renewal of the 2015 Dog Control Contract with Livingston at a cost of \$4,750.

RESOLUTION 6-2015

**RE-APPOINT IRENE TURNER TO LIBRARY BOARD OF TRUSTEES**

On motion of Councilmember Grouse seconded by Councilmember English the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays – 0

Resolved to re-appoint Irene Turner to the Library Board of Trustees for the term January 1, 2015 to December 31, 2019.

RESOLUTION 7-2015

**APPOINT BRODY METCALF FOR WINTER RECREATION**

On motion of Councilmember Grouse seconded by Councilmember Seelos the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays – 0

Resolved to appoint Brody Metcalf to the position of Recreation Aide for winter recreation effective 1/23/15 at a rate of pay of \$8.75 per hour.

RESOLUTION 8-2015

**APPOINT ROSEMARY BERGIN TO JOINT ZONING BOARD OF APPEALS**

Supervisor Gott reminded everyone that Chris Rider's term on the Joint Zoning Board of Appeals expired December 31, 2014, and he did not want to be re-appointed. We advertised the position. Rosemary Bergin applied for the position and was interviewed. Adam Backus requests that we appoint Ms. Bergin.

On motion of Councilmember English seconded by Councilmember Gascon the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays – 0

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Resolved to appoint Rosemary Bergin to the Livonia Joint Zoning Board of Appeals for the term January 1, 2015 through December 31, 2019.

RESOLUTION 9-2015

**APPROVE TOWN OF LIVONIA 2015 SALARY SCHEDULE**

On motion of Councilmember Gascon seconded by Councilmember Grouse the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays - 0

Resolved to approve the following Town of Livonia 2015 Salary Schedule:

**TOWN OF LIVONIA  
2015 Budget**

**SCHEDULE OF SALARIES AND HOURLY RATES  
(Article 8 of Town Law)**

<u>POSITION</u>	<u>SALARY/RATE</u>	
<b>ELECTED OFFICIALS</b>		
Councilman	6,995	
Supervisor	36,830	
Highway Superintendent	61,212	
Justice	12,675	
Town Clerk	40,466	
<b>GENERAL STAFF</b>		
Clerk to Justice	15.02/hr.	
Deputy Town Clerk	15.02/hr.	
Assessor (part-time)	34,740	
Clerk to Assessor	14.23/hr.	
Secretary to Supervisor	40,535	
Cleaner (Shelia)	12.80/hr.	
<b>HIGHWAY DEPARTMENT</b>		
M.E.O.	22.80/hr.	(contract)
Deputy Highway Supt.	23.80/hr.	(contract)
<b>LIBRARY</b>		

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Library Manager	42,356
Senior Library Clerk	19,242
Library Clerk (Pam)	21,541
Clerk (Lysa)	9.59/hr.
Clerk (Marian)	9.46/hr.
Clerk (Eileen)	9.46/hr.
Page (Jeanne)	10.39/hr.
Page (Amanda)	8.75/hr.
Desk (Amanda)	9.18/hr.
Cleaner (Pam)	11.20/hr.
<b>BUILDING &amp; ZONING</b>	
Code Enforcement Officer	56,660
Clerk (Jeanne)	13.77/hr.
<b>PARKS &amp; RECREATION</b>	
Recreation Director	17,370
Recreation Leader(s)	TBD
Recreation Aides	TBD
Baseball Commissioners	TBD
Park Manager (Maurice)	14.61/hr.
Cleaners	10.60/hr.
Historian	4,040
<b>JOINT ZONING BOARD OF APPEALS</b>	
ZBA Member	510/annum.
ZBA Chairperson	1,530/annum.
<b>JOINT PLANNING BOARD</b>	
Board Member	510/annum
Board Chairperson	2,040/annum

RESOLUTION 10-2015

**APPROVING CONTRACT EXTENSION OF THE JOINT SERVICES AGREEMENT FOR MACHINERY, TOOLS, EQUIPMENT, AND SERVICES SHARING ACCESS**

On motion of Councilmember Gascon seconded by Councilmember Seelos the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays - 0

WHEREAS, New York State Highway Law §133-a authorizes the County to enter into

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agreements to permit the use of County-owned machinery, tools or equipment by other municipal corporations; and

WHEREAS, it would be in the Town's interest to enter into such an agreement with Livingston County, now, therefore, be it

RESOLVED, that the Supervisor of the Town of Livonia is hereby authorized to sign a contract extension for the joint services agreement, the format of which is attached to this resolution, with Livingston County, to terminate on December 31, 2015.

**FIRE COMMISSIONER VACANCY UPDATE**

The search committee will interview applicants for fire commissioner Monday night. This is to fill the vacancy left by Bert Brinkerhoff's resignation.

RESOLUTION 11-2015

**AUDIT OF CLAIMS**

On motion of Councilmember English seconded by Councilmember Grouse the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays - 0

Resolved to pay claims 1886-1920 in the amount of \$92,941.86 from the Abstract dated 1/2/2015.

RESOLUTION 12-2015

**AUDIT OF CLAIMS**

On motion of Councilmember Seelos seconded by Councilmember Gascon the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays - 0

Resolved to pay claims 1921-1973, in the amount of \$101,868.25 from the Abstract dated 1/15/2015.

RESOLUTION 13-2015

**EXECUTIVE SESSION**

On motion of Councilmember Gascon seconded by Councilmember Grouse the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Grouse, Seelos)  
Nays - 0

Resolved to enter into Executive Session with Attorney Campbell at 7:19 PM to discuss pending litigation.



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RESOLUTION            14-2015

**RESUME REGULAR SESSION**

On motion of Councilmember Seelos seconded by Councilmember Gascon the following resolution was

ADOPTED	Ayes -	5 (Gott, English, Gascon, Grouse, Seelos)
	Nays –	0

Resolved to resume Regular Session at 8:02 PM.

With no further business, on a motion of Councilmember Seelos seconded by Councilmember Grouse the meeting was adjourned at 8:02 PM. Carried unanimously.

Respectfully Submitted,

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Colleen West Hay, Town Clerk