

**REGULAR MEETING, TOWN OF LIVONIA**  
October 6, 2016

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 October 6, 2016.

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

**ABSENT:** Andy English, Councilmember

**OTHERS PRESENT:** Several Residents.

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

**OPEN SESSION**

Gene Bolster thanked the Town Board for allowing the Conesus Lake Association to use the Town Hall for their meetings while work is being done on the building at Vitale Park. Supervisor Gott responded that this building was designed to be a community building, and he is happy to see people using it.

Mary Ann Thompson addressed the board regarding the Jack Evans Community Center (JECC). She indicated that the Little Lakes Community Association has incorporated as a not-for-profit organization, and they are seeking Federal 501(c)3 tax exempt status. She asked if the Board would keep the JECC open, which would allow them to keep the current tenants. She said it would be helpful to have a transition period for insurance purposes.

She and Mike Barnard stated that there are people who want to make donations, but without their 501(c)3 status, they don't have a way to accept the money. They asked if the Town Board would set up an account for accepting donations and then turn the money over to the group once they have their 501(c)3 status.

Mike Barnard provided the Board with a list of what he projects the costs would be to keep the building open. Supervisor Gott mentioned that the building would be subject to property taxes. He also felt that the amount budgeted for fuel oil was way too low. Mr. Barnard countered that they had an energy audit and they think they can put certain measures into place to reduce energy costs.

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Councilmember Grouse stated that the information Mr. Barnard provided included funding support from other towns. She asked if those were commitments received, or is that what the group is hoping for. Mr. Barnard responded that they will be approaching those towns to ask for support at that level.

Mr. Barnard shared that the group has met with Louise Wadsworth and Heather Grant regarding grant opportunities. They also tried to find another 501(c)3 to operate under, but decided to pursue their own instead.

There was some discussion regarding the 501(c)3 process and how long that takes. The consensus was that it usually takes several months up to a year. Attorney Campbell stated that incorporating as a not-for-profit is relatively easy, but in order to accept donations the group must obtain their Federal 501(c)3 status.

RESOLUTION 114-2016

**EXTENSION OF BUILDING PERMIT FOR PAUL KOZERACKI**

Supervisor Gott indicated that Mr. Paul Kozeracki is putting up a detached RV/Car carport on his property, and his building permit has been renewed so many times that he must obtain permission from the Town Board to renew. Code Enforcement Officer Adam Backus sees no issue with it.

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

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

Resolved to authorize Code Enforcement Officer Adam Backus to renew the building permit for an addition to Paul Kozeracki’s house.

RESOLUTION                                   115-2016

**APPROVE MEETING MINUTES FROM 9/1/2016**

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

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

Resolved to approve the meeting minutes from September 1, 2016.

**OPEN SESSION**

Kayla Stein informed the board that there is a place in California where an old school was

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restored. She felt that that could be used as a model for the Jack Evans Community Center.

**TOWN CLERK’S REPORT – SEPTEMBER 2016**

Clerk Hay presented the following updates:

**Financial Reports**

August Financial Report:

<i>Paid To</i>	<i>Amount Remitted</i>
Supervisor (General Fund)	\$3,730.37
NYS Comptroller’s Office (Bingo and Games of Chance)	0
County Treasurer for Dog Licenses	\$539.00
NYS Ag & Mkts for Spay/neuter Program	\$217.00
NYS DECALS	\$4,958.66
State Health Department (Marriage Licenses)	\$112.50
<b>Total Disbursements</b>	<b>\$5,827.16</b>

September Financial Report:

<i>Paid To</i>	<i>Amount Remitted</i>
Supervisor (General Fund)	\$4,049.14
NYS Comptroller’s Office (Bingo and Games of Chance)	0
County Treasurer for Dog Licenses	\$402.50
NYS Ag & Mkts for Spay/neuter Program	\$200.00
NYS DECALS	\$6,652.79
State Health Department (Marriage Licenses)	\$90.00
<b>Total Disbursements</b>	<b>\$7,345.29</b>

**Deputy Clerk has Resigned**

Clerk Hay reported that Deputy Clerk Holt has resigned for a full time job at the county. Her last day is tomorrow. Clerk Hay has advertised and has received several resumes. She will be following up with candidates next week.

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**Dog Census**

- 1,100 Second Notice Cards have been mailed and people are responding by email, phone and fax. The cost of the second mailing was \$511.34 (\$374 in postage and \$137.34 for postcards.)
- Clerk Hay is following up on un-licensed dogs.

**DOGS LICENSED SO FAR**

Month	# of new licenses	Enumeration Fees	Net expense to date (out of \$2,329.34)
May	20	0	
June	58	\$290	
July:	52	\$260	
August	60	\$300	
September	45	\$225	
October (to date)	15	\$ 75	
<b>TOTALS</b>	<b>250</b>	<b>\$1,150</b>	<b>\$1,179.34</b>

**Local Government Records Management Improvement Fund Grant**

- We have received \$59,653 out of the total \$119,307. We have spent \$18,814.66 so far. (General Code = \$4,963; CMIT = \$12,780.30; Salaries for clerks = \$1,071.36)
- Clerk Hay ordered the IT Equipment and installation is scheduled for later this month. She also scheduled installation and training for the Laserfiche Software for the week of December 12.
- We are currently working on prepping files for scanning. We need to prep about 200 cubic feet of records, or 345,881 pieces of paper. We have budgeted 261 hours (over and above regular work schedule) for this, but it is going to take closer to 375 extra hours.
- We hired Betty Miles as Records Inventory Clerk and she is working about 29.5 hours a week. We need a motion to hire Rhonda Roeser. Rhonda will work about 8 extra hours a week, and also will work on prepping files during her regularly scheduled hours at the village. Jim Kier is devoting nearly his entire work schedule to records prep, and Clerk Hay and Deputy Clerk Holt are helping as well.

**Newsletter**

Clerk Hay reported that she has not had time to do an October newsletter. Information will be posted to the web site under the news page.

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RESOLUTION 116-2016

**APPROVE TOWN CLERK'S REPORT FOR AUGUST AND SEPTEMBER 2016**

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

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

Resolved to approve the August and September 2016 Town Clerk's Reports.

RESOLUTION 117-2016

**APPOINT RHONDA ROESER AS RECORDS INVENTORY CLERK**

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

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

Resolved to appoint Rhonda Roeser as Records Inventory Clerk at a rate of pay of \$15.50 per hour retroactive to September 23, 2016.

RESOLUTION 118-2016

**EXTEND ENUMERATION FEE THROUGH OCTOBER 31**

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

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

Resolved to extend the dog enumeration fee through October 31.

**BUDGET**

Supervisor Gott presented the preliminary budget. He shared that it fully funds our obligations, provides 2% raises, fully funds a new 10-wheel dump truck and pickup truck for the Highway Department, funds the biannual loader buy-back, fully funds both parks, including parking lot improvements at Vitale Park, and provides for Workers Comp and health insurance. If the budget were to be adopted right now, it would result in a ten cent increase in the tax rate, and very little fund balance appropriated. Supervisor Gott pointed out that rent of real property for the JECC and JECC expenses have been taken to zero. He wanted to be clear that the Town will be out of the JECC as of Nov 1. This proposal puts us slightly over the tax cap, but Supervisor Gott stated he is confident we will be under the cap after the budget workshop.

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**PRIVILEGE OF THE FLOOR**

Someone asked if the Town is budgeting \$5,000 for the JECC in 2017. Supervisor Gott answered no. Councilmember Gascon responded that he and Councilmember English discussed that it might be a possibility that the Town might support the JECC at some level if they obtain their 501(c)3, but they did not talk about an amount. Supervisor Gott explained that the Chip Holt Center runs town programming, and that is why there is a Memorandum of Understanding with Cornell Cooperative Extension for financial support.

Carol Williams asked if the Town utilizes volunteers assist to alleviate expenses. Supervisor Gott replied that the Town utilizes volunteers in many ways including to maintain the gardens at Vitale Park. We will also be using volunteers next July 3 to help with security at the park during the Fourth of July celebrations. He added that the Town finds a group to help when we have a project.

RESOLUTION 119-2016  
**SET ELECTED OFFICIALS' SALARIES**

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

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

Resolved to set the following salaries for elected officials for 2017: Councilman - \$7,135; Supervisor - \$37,567; Highway Superintendent - \$63,688; Justice - \$13,186; Town Clerk - \$42,100.

RESOLUTION 120-2016  
**SET PUBLIC HEARING ON PROPOSED 2017 BUDGET AND WATER/SEWER UNIT CHARGES**

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

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

Resolved to conduct a Public Hearing for the 2017 Proposed Budget, and Hemlock Sewer/Cadyville Road Water District unit charges at the Town Hall on October 20, 2016 at 7 PM.

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RESOLUTION 121-2016

**BUDGET WORKSHOP**

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

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

Resolved to conduct a Budget Workshop meeting on Wednesday, October 12, 2016 at 7 PM.

RESOLUTION 122-2016

**ACCEPT RESIGNATION OF JUDGE MAHONEY**

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

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

Resolved to accept the resignation of Judge David Mahoney effective September 30, 2016.

RESOLUTION 123-2016

**COMMITTEE TO FILL VACANCY**

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

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

Resolved to appoint Councilmember Seelos to head a committee to fill the vacancy left by the resignation of Justice Mahoney; and further  
Resolved that Councilmember Grouse and Village Trustee Chris Genthner will serve on the committee as well.

RESOLUTION 124-2016

**LUMBER PACKAGE BIDS**

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

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

Resolved to advertise and bid the lumber package for the new building at Vitale Park and

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to set the bid opening for 10 am on October 20, 2016.

**PRIVILEGE OF THE FLOOR**

Gene Bolster asked if the Town has a demolition date set for the building at Vitale Park. Supervisor Gott answered not yet.

RESOLUTION 125-2016

**AUTHORIZE SUPERVISOR GOTT TO BE A SIGNER ON JUSTICE**

**MAHONEY'S ACCOUNTS**

Court Clerk Kolleen Redman asked if the Board would authorize Supervisor Gott to be a signer on Justice Mahoney's accounts so that they can be closed out.

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

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

Resolved to authorize Supervisor Gott to be a signer on Dave Mahoney's Justice accounts so they can be closed out.

**LIBRARY GROUND BREAKING**

The ground breaking ceremony for the Library expansion was well attended. Frank Sykes was given an award by the Pioneer Library System for his work on securing grants to help offset the costs of the project. Councilmember Grouse will continue to update the board on the library construction.

RESOLUTION 126-2016

**AUDIT OF CLAIMS**

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

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

Resolved to pay claims 691 to 722 in the amount of \$117,815.49 from the Abstract dated 9/21/2016.

RESOLUTION 127-2016

**AUDIT OF CLAIMS**

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

ADOPTED Ayes - 4 (Gott, Gascon, Grouse, Seelos)



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Nays – 0

Resolved to pay claims 723 to 762 in the amount of \$114,899.07 from the Abstract dated October 6, 2016.

With no further business, on a motion of Councilmember Grouse seconded by Councilmember Seelos the meeting was adjourned at 8:09 PM. Carried unanimously.

Respectfully Submitted,

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Colleen West Hay, Town Clerk