

REGULAR MEETING, TOWN OF LIVONIA
November 3, 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 November 3, 2016.

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 Town Board meeting was called to order by Supervisor Gott at 7:00 PM. Clerk Hay led the pledge.

OPEN SESSION

Chip Holt Nature Center at Vitale Park

Councilmember Gascon mentioned that the light by the back door of the Chip Holt Nature Center at Vitale Park is blocked by a tree. He suggested replacing the current single light with a double motion sensor light. That way, one lamp could be pointed down and one could be pointed out toward the tree. Supervisor Gott stated that there is a brand new one on the old building that is going to be torn down. We can move the light when we take down the building, but it will be a couple of weeks before that happens.

Vitale Park Billboard

Councilmember Gascon also shared that the billboard at Vitale Park that is out by the road is not lit at night. He wondered if we could put a solar light there to illuminate the sign, as there is no electric at the road. Supervisor Gott suggested Councilmember Gascon talk to Mo Watson.

Basketball Court

Councilmember English stated that he has finished the dedication planting and sign next to the basketball court at Vitale Park. Councilmember English donated his time, and his brother-in-law Michael Buskey helped. There is a small bill in tonight's vouchers for Mr. Buskey.

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RESOLUTION 136-2016

DECLARE CURTAINS SURPLUS

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

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

Resolved to declare curtains from the old Town Clerk’s Office as surplus and authorize Clerk Hay to donate them.

Livonia Public Library Update

Councilmember Grouse shared that the recent rain has slowed down the library project a little, but other than that, the project is moving along smoothly.

RESOLUTION 137-2016

APPROVE MEETING MINUTES FROM 10/20/2016

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 meeting minutes from October 20, 2016.

TOWN CLERK’S REPORT – OCTOBER 2016

Financial Reports

October Financial Report:

<i>Paid To</i>	<i>Amount Remitted</i>
Supervisor (General Fund)	\$3,713.71
NYS Comptroller’s Office (Bingo and Games of Chance)	\$33.75
County Treasurer for Dog Licenses	\$462.00
NYS Ag & Mkts for Spay/neuter Program	\$166.00
NYS DECALS	\$2,325.97
State Health Department (Marriage Licenses)	\$45.00
Total Disbursements	\$6,746.43

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Dog Census

- Clerk Hay is still following up on 68 un-licensed dogs. If people take more than 30 days to license their dog, then she sends the information to dog control for follow-up.

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)	54	\$270	
TOTALS	289	\$1,345	\$984.34

Local Government Records Management Improvement Fund Grant

- The IT Equipment and installation is scheduled for November 17 and 18.
- Installation and training for the Laserfiche Software is December 12 & 13.
- We are still prepping files for scanning.
- The quote from Image Data includes one trip to pick up and one trip to drop off files. They would like to pick up what we have done now so that they can get started scanning. Adam Backus is in favor of Image Data picking up what is done so far because we are running out of room to store the boxed files. Also, if he needs a file now, he has to spend a lot of time searching through the boxes to find it, copy it, and then put it back. If Image Data has the file, they will search for it, scan it, and send it to us within 24 hours. The cost for the extra trip (Albany to here) is \$350, and it is not covered under the grant. Clerk Hay asked for authorization to schedule a pickup and to pay for it out of Town funds. Supervisor Gott said to go ahead and have Image Data make a pick-up now, and when he or someone else from the county goes to Albany, they can take additional records. This will save the Town from having to pay for two trips.
- The server room has only one Ethernet port, and CMIT has indicated that they need at least 2. They say that the easiest way to get more connections in that room is to put a small, 5 port switch in there. That switch connects to the outside through the one line that it has, and then we'd be able to connect up to 4 devices - the two for the server, with room for 2 more. They recommend this switch: HP 1405-5G Switch (5 ports) [and a few Ethernet patch cables]. They have quoted

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- \$53.60 for the switch and cable. Clerk Hay asked for authorization to schedule that and to pay for it out of Town funds. The Board agreed.
- The CMIT quote provides for data back-up, but does not include backing up the Operating System. In the case of hard drive failure, it could take several days (at \$1,080 PER DAY) to restore the Operating System and patches and to re-configure the software and printers, etc. CMIT suggested going to a cloud-based server, which would cost about \$150 a month (instead of the \$50 for data backup alone). Clerk Hay advised against this solution for several reasons:
 - It costs too much (\$1,800/year).
 - Restoring a system via the cloud is very time consuming, and more time means more expense. It is hardly saving us anything.
 - Going to a cloud based server would mean that we would have to have a different version of Laserfiche and instead of buying the software, we would have to pay a monthly subscription fee. Again, increasing costs instead of saving.
 - Clerk Hay talked to her husband and also called Hurricane for their advice, and they both agree that all we really need is an external hard drive (around \$100) and labor to configure the backup. For about \$200, we could have the OS backed up on site. They suggest that we do this at a later date, after the server is set up, so they can see how much memory is needed to back up the OS.
 - CMIT also provided a proposal for ongoing support, which Clerk Hay emailed to the board ahead of time. The Board expressed that they were not interested in entering into a support contract with CMIT.

RESOLUTION 138-2016

AUTHORIZE RECORDS DESTRUCTION

Clerk Hay presented a records disposition form for approval.

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 authorize the destruction of Town Clerk and Building & Zoning Records that have met their legal retention per the Records Destruction Form dated 11/4/2016.

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RESOLUTION 139-2016

APPROVE TOWN CLERK'S REPORT FOR OCTOBER 2016

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 October 2016 Town Clerk's Report.

RESOLUTION 140-2016

APPROVE BID FOR BUILDING MATERIALS FOR EDUCATION CENTER

Supervisor Gott reported that we received only one bid for building materials for the new education center. Smith Lumber bid \$44,502, including tax, which comes to \$41,208 without the tax. Supervisor Gott shared that a legal notice was placed in the Livingston County News, and it was also posted on the web site, along with the bid packet.

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 bid of \$41,208 from Smith Lumber for building materials for the Education Center at Vitale Park.

RESOLUTION 141-2016

DECLARE OLD CLA BUILDING SURPLUS & AUTHORIZE DEMOLITION

Supervisor Gott reported that there will be an asbestos survey done for the old Conesus Lake Association (CLA) building at Vitale Park to prepare it for demolition.

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 declare the old Conesus Lake Association building at Vitale Park as surplus and authorize demolition.

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RESOLUTION 142-2016

INCREASE RATE FOR PUBLIC WATER SOLD AT HIGHWAY GARAGE

Supervisor Gott reported that we are currently charging \$5.00 for one thousand gallons of water at the Highway Garage, while we are paying \$5.50 per one thousand gallons. He suggested increasing the charge to \$6 per thousand gallons to cover the cost of the water along with the administrative costs. Councilmember Gascon suggested that we post a sign about why we are increasing the charge. Supervisor Gott will ask Dave Coty to put a sign up.

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 increase the charge for water at the Highway Garage to \$6.00 per thousand gallons.

RESOLUTION 143-2016

AUTHORIZE RELEVIES FOR WATER AND SEWER CHARGES

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 authorize Livingston County Water & Sewer Authority to relevy all unpaid 2016 special assessments and applicable penalties in the amount of \$11,973.52 on the 2017 Town and County Tax Bills.

OPEN SESSION

Dorothy Wilkins

Supervisor Gott reported that he received an invitation to attend Dorothy Wilkins' retirement party. He also received a card from Mrs. Wilkins that November 1 will be her last day. He shared that he does not want to accept her resignation at this time, because he is not sure what she is retiring from, as she indicated in the card that she still wanted to be Town Historian.

Jack Evans Community Center

Supervisor Gott said that Sheila Staley called him on October 31 and asked for a day or two to clean up the Jack Evans Community Center. Brian Diehl will drain the pipes and put glycol in the system to protect it.

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Discussion Regarding Equipment for Vitale Park

Councilmember English has observed all the work that Mr. Watson does at Vitale Park and suggests that we purchase a Gator or a Polaris to help with the work. He wanted to stress that Mr. Watson has not asked for a wagon and tractor, but Councilmember English thinks he needs it. The park staff are doing the mulching themselves, and they are also picking up the leaves with a small John Deere and a sweeper.

Councilmember English asked John Deere to price out a Gator, and asked Maddie's in Dansville for pricing on a Polaris. The John Deere Gator, which includes a Hydraulic dump and is all-wheel drive with a basic hitch to pull a wagon came in at \$9,021.11. The Polaris from Maddie's came in at \$10,650, including sales tax, which is about \$9,861 without sales tax.

Supervisor Gott advised that he wants to find out how much the County paid recently for a Polaris, as he thinks it was less than that. Councilmember English mentioned we might be able to add a plow and cab in the future in order to plow the paths for walkers. Councilmember English would also like to get a price for a tow behind system to pick up the leaves, which would be similar to what the Village uses but smaller. The Board agreed to discuss this more at the next meeting

TREES ON STONE HILL ROAD IN LAKEVILLE

Councilmember English asked about the two trees on Stone Hill Road in Lakeville near Audean Gagliardy's home. He shared that he thinks they both need to come down. Supervisor Gott stated that the company thought one needed to be taken down and one just needed to be trimmed up.

RESOLUTION 144-2016

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 807 to 841 in the amount of \$31,485.65 from the Abstract dated 11/3/2016.

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With no further business, on a motion of Councilmember Gascon seconded by Councilmember Seelos the meeting was adjourned at 7:44 PM. Carried unanimously.

Respectfully Submitted,

Colleen West Hay, Town Clerk