

**ORGANIZATIONAL MEETING, TOWN OF LIVONIA**  
January 7, 2021

An organizational meeting of the Town Board of the Town of Livonia, County of Livingston and the State of New York was held at the Livonia Town Hall, 35 Commercial Street, Livonia on January 7, 2021.

**PRESENT:** Eric Gott, Supervisor  
Joseph Breu, Councilmember  
Peter Dougherty, Councilmember -  
Andy English, Councilmember  
Matt Gascon, Councilmember  
Hayley Anderson, Clerk  
Jim Campbell, Attorney, Town of Livonia

**OTHERS PRESENT:** Bookkeeper Hay, Margaret Graf Linsner and several residents.

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

The Honorable Margaret Graf Linsner administered the Oath of Office to Town Clerk and Tax Collector, Hayley Anderson.

RESOLUTION 01-2021  
**APPOINT PAUL DWYER LIVONIA JOINT FIRE COMMISSIONER**

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

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to appoint Paul Dwyer as Livonia Joint Fire Commissioner.

RESOLUTION 02-2021  
**APPROVE APPOINTMENTS OF 2021**

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

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

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**Resolved to approve the following appointments: 2021  
TOWN BOARD APPOINTMENTS**

DEPUTY SUPERVISOR	MATT GASCON
TOWN HISTORIAN	BETTY MILES
REGISTRAR	HAYLEY ANDERSON
DEPUTY REGISTRAR	WENDY LIESEGANG
DEPUTY TOWN CLERK	WENDY LIESEGANG
RECORDS MANAGEMENT OFFICER	HAYLEY ANDERSON
MILEAGE RATE	.56 cents /MILE
TOWN ENGINEER	CLARK PATTERSON LEE
MEETING DATES	3 <sup>rd</sup> THURSDAY, 7PM
TOWN ATTORNEY	JAMES CAMPBELL
PLANNING BOARD APPOINTMENT	DAWN ANDERSON
ZONING BOARD APPOINTMENT	JOE PRATO
CHAIRMAN OF JOINT ZONING BOARD	MIKE SHARMAN
CHAIRMAN OF JOINT PLANNING BOARD	RICHARD BENNETT
OFFICIAL BANK	FIVE STAR BANK/COMMUNITY BANK
PLANNING BOARD SECRETARY	ALISON HOUK
OFFICIAL NEWSPAPER	LIVINGSTON COUNTY NEWS
COUNTY TRAFFIC SAFETY BOARD	ERIC GOTT
“ “ALTERNATE	MATT GASCON
OFFICIAL RADIO STATION	1040 WYSL

**SUPERVISOR’S APPOINTMENTS**

SECRETARY TO SUPERVISOR	COLLEEN HAY
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TOWN BOARD COMMITTEE APPOINTMENTS

HIGHWAY	ERIC GOTT
RECREATION/YOUTH/ BASEBALL	PETE DOUGHERTY
VITALE PARK	ANDREW ENGLISH
HEMLOCK PARK LIASON	MATT GASCON
LIBRARY	PETE DOUGHERTY
EMERGENCY SERVICES LIASON	JOE BREU
JOINT WATER WORKS	ERIC GOTT
CLA LIASON	ERIC GOTT
TRAIL LIASONS	MATT GASCON

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**PRIVILEGE OF THE FLOOR**

RESOLUTION 03-2021

**APPROVE MEETING MINUTES FROM 12/03/2020**

On motion of Councilmember Breu seconded by Councilmember Dougherty the following resolution was

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to approve the meeting minutes from 12/03/2020.

RESOLUTION 04-2021

**TOWN CLERK REPORT**

Paid to Supervisor for the General Fund	\$2645.21
Paid to County Treasurer for Dog Licenses	147.00
NYS Comptroller's Office (Bingo and Games of Chance Licenses)	0.00
Paid to NYS Ag & Markets for the Spay/Neuter Program	67.00
Paid to NYS Environmental Conservation for Hunting/Fishing Licenses	28.34
State Health Department (marriage licenses)	45.00
<b>TOTAL DISBURSEMENTS</b>	<b>\$2932.55</b>

County changed process for mailing tax bills and quite a few residents are not getting their tax bills. Clerk and Deputy Clerk have manually re-mailed, emailed, and printed in person for residents to deliver tax bills promptly.

Forwarding process. Spoke to Dave at Post Office who was able to get bills mailed to proper address without charge to the Town.

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

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to approve Clerk Anderson's report.

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RESOLUTION 05-2021

**FILL UNEXPIRED TERM ON ZONING BOARD OF APPEALS**

On motion of Councilmember Dougherty seconded by Breu Councilmember the following resolution was

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to approve the appointment of Douglas Major to fulfill the vacated term of Peter Nilsson expiring 12/31/2022.

RESOLUTION 06-2021

**RENEWAL OF DOG CONTRACT FROM LIVINGSTON COUNTY**

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

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to renew the Dog Contract from Livingston County for the year 2021 and 2022 expiring 12/31/2022.

RESOLUTION 07-2021

**ADOPT AMMENDED SALARY SCHEDULE FOR 2021**

TOWN OF LIVONIA  
2021 BUDGET

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

<u>POSITION</u>	<u>SALARY/RATE</u>
ELECTED OFFICIALS	
Councilman	7,876
Supervisor	39,084
Highway Superintendent	70,296

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Justice	15,403
Town Clerk	40,500
<b>GENERAL STAFF</b>	
Clerk to Justice	16.35/hr.
Deputy Town Clerk	17.25/hr.
Assessor (part-time)	39,894
Clerk to Assessor	16.35/hr.
Secretary to Supervisor	47,740
Cleaner (buildings)	14.71/hr.
<b>HIGHWAY DEPARTMENT</b>	
M.E.O.	contract
Deputy Highway Supt. (Paul)	
<b>LIBRARY</b>	
Library Manager	58,350
Library Assistant	37,132
Library Clerk (Pam)	24,737
Clerk part-time (Melanie)	12.50/hr.
Clerk part-time (Eileen)	13.24/hr.
Page (Jeanne)	12.50/hr.
Page (Linda)	13.55/hr.
Page (Sara)	13.24/hr.
Page (Kristy)	12.50/hr.
<b>BUILDING &amp; ZONING</b>	
Code Enforcement Officer	71,080
Clerk part-time (Alison)	17.25/hr.
Zoning Compliance Assistant	47,740
<b>PARKS &amp; RECREATION</b>	
Recreation Director	21,676
Recreation Leader(s)	12.50/hr.
Recreation Aides	TBD
Baseball Commissioners	450
Groundskeeper (Moe)	18.54/hr.
Laborer (John)	16.48/hr.

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Cleaner	TBD
Historian	4,642
Shelter Reservations (Moe)	750

**JOINT ZONING BOARD OF APPEALS**

ZBA Member	584/annum.
ZBA Chairperson	1,754/annum.

**JOINT PLANNING BOARD**

Board Member	584/annum
Board Chairperson	2,337/annum

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

ADOPTED	Ayes -	5 (Gott, Breu, Dougherty, English, Gascon)
	Nays -	0

Resolved to approve the amended salary schedule for 2021.

**RESOLUTION**                      08-2021  
**EMPLOYEE HANDBOOK UPDATE**

Town Attorney, Jim Campbell will meet with Labor Attorney Susan McClaron to report to the board the cost of handbook services at an upcoming meeting.

On motion of Councilmember Breu seconded by Dougherty Councilmember the following resolution was

ADOPTED	Ayes -	5 (Gott, Breu, Dougherty, English, Gascon)
	Nays -	0

Resolved to approve Attorney for the Town and Labor Attorney to present board with costs of handbook.

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**WATER DISTRICT EXTENSION DISCUSSION**

Requests from residents to extend water districts.  
NYS will only allow water bill to be so high.  
Would like to speak to water officials for guidance on possibilities of extending water districts. Board members all in agreeance to explore these options for residents.

RESOLUTION 09-2021  
**REAPPOINTMENT OF RICK WILLIAMS AS LIVONIA LIBRARY TRUSTEE**

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

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to reappoint Rick Williams as Library Trustee with term expiring 12/31/2026.

RESOLUTION 10-2021  
**EXECUTIVE SESSION**

To discuss the employment history of an individual with attorney Jim Campbell.

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

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to enter executive session at 7:23pm

RESOLUTION 11-2021  
**RETURN TO OPEN SESSION**

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

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to enter open session at 7:49pm.

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RESOLUTION 12-2021

**AUDIT OF CLAIMS**

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

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to pay claims # 990-1031 in the amount of \$17,103.01 from the Abstract dated December 21, 2020.

RESOLUTION 13-2021

**AUDIT OF CLAIMS**

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

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to pay claims 1-3 in the amount of \$18,255.28 dated January 1, 2021.

RESOLUTION 14-2021

**AUDIT OF CLAIMS**

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

ADOPTED Ayes - 5 (Gott, Breu, Dougherty, English, Gascon)  
Nays – 0

Resolved to pay claims 4-40 in the amount of \$52,094.11 dated January 1, 2021.

With no further business, on a motion of Councilmember Gascon seconded by Councilmember Dougherty the meeting was adjourned at 7:51PM. Carried unanimously.

Respectfully Submitted,

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Hayley Anderson  
Town Clerk