

REGULAR MEETING, TOWN OF LIVONIA
January 3, 2019

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 3, 2019.

PRESENT: Eric Gott, Supervisor
Andy English, Councilmember
Matt Gascon, Councilmember
Frank Seelos, Councilmember
Peter Dougherty, Councilmember
Colleen West Hay, Clerk

ABSENT: 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.

RESOLUTION 1-2019

APPROVE TOWN BOARD APPOINTMENTS

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

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

Resolved to approve the following Town Board Appointments for 2019:

DEPUTY SUPERVISOR	FRANK SEELOS
TOWN HISTORIAN	BETTY MILES
REGISTRAR	COLLEEN WEST HAY
DEPUTY REGISTRAR	WENDY LIESEGANG
DEPUTY TOWN CLERK	WENDY LIESEGANG
RECORDS MANAGEMENT OFFICER	COLLEEN WEST HAY
MILEAGE RATE	.58 cents /MILE
TOWN ENGINEER	CLARK PATTERSON LEE
MEETING DATES	1 ST and 3 rd THURSDAY, 7PM
TOWN ATTORNEY	JAMES CAMPBELL
PLANNING BOARD APPOINTMENT	JACK SPARLING
ZONING BOARD APPOINTMENT	MIKE SHARMAN
CHAIRMAN OF JOINT ZONING BOARD	PETER NILSSON
CHAIRMAN OF JOINT PLANNING BOARD	RICHARD BENNETT
OFFICIAL BANK	FIVE STAR BANK/COMMUNITY BANK

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PLANNING BOARD SECRETARY	ALISON HOUK
OFFICIAL NEWSPAPER	LIVINGSTON COUNTY NEWS
COUNTY TRAFFIC SAFETY BOARD	ERIC GOTT
“ “ALTERNATE	FRANK SEELOS
OFFICIAL RADIO STATION	1040 WYSL

RESOLUTION 2-2019

APPROVE 2019 MEETING SCHEDULE

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

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

Resolved to approve the following 2019 Town Board Meeting Schedule with all meetings to be held at 7 PM at the Livonia Town Hall unless otherwise noted: January 17, February 7, February 21, March 7, March 21, April 4, April 18, May 2, June 6 (Vitale Park, Lakeville), July 11 (Hemlock Lake Park, Hemlock), August 1 (Vitale Park), September 5, October 3, October 17, November 7, November 21, December 5.

OPEN SESSION

Charlie Braun announced that there will be a program at the Chip Holt Nature Center on January 18, 2019 at 7 PM. The topic will be the Habitat Management Plan for Conesus Inlet. On February 27 there will be a program in the Watershed Education Center on the history of ice harvest on Conesus Lake.

RESOLUTION 3-2019

APPROVE MEETING MINUTES FROM 12/6/18

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

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

Resolved to approve the meeting minutes from December 6, 2018.

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RESOLUTION 4-2019
APPROVE MEETING MINUTES FROM 12/12/18

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

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

Resolved to approve the meeting minutes from December 12, 2018.

TOWN CLERK’S REPORT – DECEMBER 2018

Clerk Hay gave the following financial report for December 2018:

Paid to Supervisor for the General Fund	\$4,122.21
Paid to County Treasurer for Dog Licenses	\$122.50
NYS Comptroller’s Office (Bingo and Games of Chance Licenses)	\$630.00
Paid to NYS Ag & Markets for the Spay/Neuter Program	\$51.00
Paid to NYS Environmental Conservation for Hunting/Fishing Licenses	\$86.92
State Health Department (marriage licenses)	\$22.50
TOTAL DISBURSEMENTS	\$5,035.13

2018 ANNUAL REPORT

Paid to Supervisor for the General Fund	\$52,666.96
Paid to County Treasurer for Dog Licenses	\$3,647.00
NYS Comptroller’s Office (Bingo and Games of Chance Licenses)	\$663.75
Paid to NYS Ag & Markets for the Spay/Neuter Program	\$1,467.00
Paid to NYS Environmental Conservation for Hunting/Fishing Licenses	\$19,612.13
State Health Department (marriage licenses)	\$855.00
TOTAL DISBURSEMENTS	\$78,911.84

Significant differences:

- Recreation Fees for new homes were up from \$2,700 in 2017 to \$6,000 in 2018. This was largely due to the \$1,800 for Wildbriar Estates, and \$1,200 from GVRPC.
- Zoning fees were down about \$1,000 in 2018.
- Planning fees were up almost \$7,000 in 2018.
- Building permits were up almost \$3,000 in 2018.
- Total to Supervisor was up over \$11,000 in 2018.
- Revenue for hunting and fishing licenses was up over \$3,000 in 2018.

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Other Updates

- Tax Update: Tax bills have been mailed by ABS. Clerk Hay thanked Dawn Woodburn for keeping the bank codes up to date. This has made for a smooth transition to ABS for printing and mailing tax bills.
- IT Committee Update: The next meeting of the IT Committee will be January 14 at 6 PM. We are hoping to finalize the policy recommendation.
- Workplace Violence: Clerk Hay reminded the board that it is time to review our Workplace Violence Policy, update the Schedule 2-B forms (Evaluation of Physical Environment), and schedule training for staff and boards. She asked how the board would like to handle training, now that we also have to have Sexual Harassment Prevention Training. The Board was in agreement to have Clerk Hay contact the Sheriff's office to see if it is possible for them to provide the training through their Resource Officer and to schedule it before a Board meeting.
- SEQR: Effective January 1, 2019, there have been changes made to the definitions of what constitutes a Type I or Type II action in terms of SEQR. Additionally, lead agencies must post draft and final scopes as well as environmental impact statements on a publicly available web site for one year.
- Zoning Referrals: The Town of Livonia received two zoning referrals – one from the Town of Richmond and one from the Town of Lima.
- 30-Day Advanced Notice to Local Municipality: was received from Hemlock Sportsman's Club for renewing their liquor license.
- Courtroom door: Clerk Hay asked if the door handle to the storage closet in the Courtroom could be changed so that it does not lock because nothing confidential is stored in there. The Board agreed.

RESOLUTION

5-2019

DECLARE ELECTRONIC RECORDS AS RECORD COPY

Now that we have so many records in electronic format, Clerk Hay asked for a resolution to declare the electronic copy as the record copy for all records series that have an electronic copy.

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

ADOPTED Ayes - 5 (Gott, English, Gascon, Seelos, Dougherty)

Nays – 0

Resolved to declare that the electronic copy of a Town record shall be the official record copy for all records series where electronic copies exist.

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RESOLUTION 6-2019

APPROVE TOWN CLERK'S REPORT FOR DECEMBER 2018

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

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

Resolved to approve the December 2018 Town Clerk's Report.

RESOLUTION 7-2019

APPROVE 2018 ANNUAL TOWN CLERK'S REPORT

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

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

Resolved to approve the 2018 Annual Town Clerk's Report.

RESOLUTION 8-2019

APPOINT LARRY WILLOUGHBY AS PLANNING BOARD ALTERNATE

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

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

Resolved to appoint Larry Willoughby as Planning Board Alternate.

DISCUSS CONESUS LAKE GRANT AWARDS

Supervisor Gott announced that the Town of Livonia will be receiving two grants: one in the amount of \$113,468 for shorescaping the East side of Vitale Park, and one in the amount of \$167,373 for improvements to the culvert and grate at the outlet.

Supervisor Gott thanked our grant partners, including the Conesus Lake Association, Heather Ferrero, Mary Underhill, and the entire Livingston County Planning Department.

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RESOLUTION 9-2019

LIBRARY BOARD RE-APPOINTMENTS

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

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

Resolved to re-appoint the following to the Library Board: Denise Cendoma, Christine Cruso, and Brian Donnelly for the term 1/1/19 to 12/31/23.

RESOLUTION 10-2019

APPROVE INCREASE IN HOURS FOR ROBIN DOUGLAS

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

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

Resolved to approve Robin Douglas to work 6 hours a week as part-time clerk at a rate of pay of \$11.10/hour.

LIBRARY PARKING LOT UPDATE

Supervisor Gott reported that there has been an issue with the Library's parking lot where cars are bottoming out as they exit. Mayor Lathan asked if the Town and Village could work on it together. The Village is having Clark Patterson Lee look at it for engineering, and would like to know if we would buy the concrete and asphalt materials for about \$2,000. Supervisor Gott thinks it is money well spent to avoid damage to people's cars.

RESOLUTION 11-2019

DECLARE CHAIRS SURPLUS

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

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

Resolved to declare 60 extra chairs from Vitale Park and the Town Hall as surplus.

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RESOLUTION 12-2019

DONATE SURPLUS CHAIRS TO HEMLOCK FIRE DEPARTMENT

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

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

Resolved to donate the surplus chairs to the Hemlock Fire Department.

DISCUSS WEATHER STATION AT VITALE PARK

Supervisor Gott announced that the Conesus Lake Association (CLA) has taken delivery of two weather stations, and they would like to place one at Vitale Park.

Gene Bolster explained that up until now, there has not been any good weather data collected or stored from the shore of Conesus Lake. Many people are interesting in collecting and using this data. They propose to place one weather station at Vitale Park, and one at the South end of the lake in the DEC management area.

Originally, they thought about putting it on the electric pole at Vitale Park, but they are worried that this will interfere with the rain gauge. Instead, they proposed using a tripod temporarily, moving it around the park to determine the best location. Once they determine where they would like to place it, they will come back to the Town Board.

The station will be staked down so it does not blow away, and it will be solar powered. Mr. Bolster added that there are 600 weather stations like this in the Northeast, and so far there have not been any problems with vandalism. The CLA plans to put up signs about the benefits of the weather station and place a fence around it to protect it. They will review signage with the Town Board before it goes up.

Councilmember English asked if it could be put closer to the Education Center, where there is security. Mr. Bolster answered that from a wind standpoint, the station should be five times the distance away from the height of the tallest object. Charlie Braun added that the data will be available to the public to view and download with no login required. The stations are funded by donations totaling \$10,000.

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RESOLUTION 13-2019

PERMISSION TO TEMPORARY PLACE WEATHER STATION AT VITALE PARK

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

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

Resolved to permit the CLA to temporarily install a weather station at Vitale Park in Lakeville with the understanding that they will come back to the board for final approval once they decide where they want to permanently place it.

RESOLUTION 14-2019

APPROVE 2019 SALARY SCHEDULE

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

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

Resolved to approve the following salary schedule for 2019:

TOWN OF LIVONIA
2019 BUDGET

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

<u>POSITION</u>	<u>SALARY/RATE</u>
ELECTED OFFICIALS	
Councilman	7,424
Supervisor	39,084
Highway Superintendent	66,261
Justice	13,719
Town Clerk	43,801
GENERAL STAFF	
Clerk to Justice	15.41/hr.

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Deputy Town Clerk	16.26/hr.	
Assessor (part-time)	37,604	
Clerk to Assessor	15.41/hr.	
Secretary to Supervisor	43,876	
Cleaner (buildings)	13.86/hr.	
HIGHWAY DEPARTMENT		
M.E.O.	24.45/hr.	(contract)
Deputy Highway Supt.	20.45/hr.	(contract) corrected
M.E.O. (seasonal)	19.49/hr.	
Laborer (S.Gilbert)	15.22/hr.	
LIBRARY		
Library Director	55,000	
Technology & Youth Services Librarian	35,000	
Library Clerk (Pam)	23,317	
Clerk part-time (Sara)	11.10/hr.	
Clerk part-time (Melanie)	11.10/hr.	
Clerk part-time (Eileen)	12.15/hr.	
Page (Jeanne)	11.32/hr.	
Clerk part-time (Linda)	12.77/hr.	
Clerk part-time (Kristy)	11.10/hr.	
Clerk part-time (Robin)	11.10/hr.	
BUILDING & ZONING		
Code Enforcement Officer	61,333	
Clerk part-time (Alison)	16.26/hr.	
Zoning Inspector part-time	25.50/hr.	
PARKS & RECREATION		
Recreation Director	20,432	
Recreation Leader(s)	TBD	
Recreation Aides	TBD	
Baseball Commissioners	450	
Park Manager (Maurice)	15.81/hr.	
Laborer (John)	11.48/hr.	
Cleaner	11.10/hr.	
Historian	4,376	
Clerk part-time (Glenn)	14.57/hr.	
Shelter Reservations (Maurice)	750	

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JOINT ZONING BOARD OF APPEALS

ZBA Member	550/annum.
ZBA Chairperson	1,653/annum.

JOINT PLANNING BOARD

Board Member	550/annum
Board Chairperson	2,203/annum

RESOLUTION 15-2019

APPROVE TOWN HIGHWAY DEPARTMENT HELP HEMLOCK FIRE DEPARTMENT WITH STONE

Supervisor Gott reported that the Hemlock Fire Department acquired property across from their fire house for off-street parking and training. They had Bruce Cratsley come and box it out, and they are asking if the town will help with the stone. They need 550 ton and want to know if the Highway Superintendent would be willing to truck it, and if he can get a better price on it than they were quoted. (They were quoted \$6.50/ton.)

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

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

Resolved to help the Hemlock Fire Department by purchasing and trucking 550 ton of stone for their parking lot across the street from the Hemlock Fire Hall.

HIGHWAY EQUIPMENT INVENTORY

Councilmember Seelos met with Highway Superintendent Coty and updated the equipment inventory and replacement schedule. The only piece of equipment that is due to be replaced this year is the excavator. We have a couple of estimates of around \$200,000. Supervisor Gott would like to research the buyback program to see if it would meet the need.

RESOLUTION 16-2019

AUDIT OF CLAIMS

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

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

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Resolved to pay claims 980-1016 in the amount of \$45,078.08 from the Abstract dated 12/20/2018.

RESOLUTION 17-2019

AUDIT OF CLAIMS

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

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

Resolved to pay claims 1-36 in the amount of \$33,167.97 from the Abstract dated 1/3/2019.

Supervisor Gott thanked the Town Board, department heads and employees for a successful year in 2018. He announced that we will close the books early February. He reported that we are under budget in most lines. He is looking forward to the Hemlock sidewalk project to be started in early spring. We have our DOT permits and will be asking for authorization to bid at the next meeting.

With no further business, on a motion of Councilmember Seelos seconded by Councilmember Dougherty the meeting was adjourned at 7:45 PM. Carried unanimously.

Respectfully Submitted,

Colleen West Hay, RMC, CMC
Town Clerk