

The regular meeting of the Groveland Town Board was held on Thursday August 8, 2019 at the Town Hall.

Present: Bill Carman, Supervisor; Bill Devine, Town Councilmember & Deputy Supervisor; Steve Atterbury, Councilmember; Ron Niedermaier, Councilmember; Amy Phelps, Councilmember

Excused:

Other Town Official's in Attendance: Donald "Mark" Caldwell, Deputy Highway Superintendent

Other Attendees: Mike Hardie, Tompkins Insurance and Jan Rogers, Livingston Insurance

Supervisor called the meeting to order @ 7:30 p.m. Supervisor Carman asked Jan Rogers to lead the pledge to the flag.

A motion by Councilmember Atterbury and seconded by Councilmember Niedermaier the audited bills be paid. General Fund vouchers numbered 175-199 for \$ 19,561.09; Highway Fund vouchers numbered 138–155 for \$ 19,915.60. Motion carried unanimously.

A motion by Councilmember Niedermaier and seconded by Councilmember Phelps to accept the regular meeting minutes of 07/11/2019 approved as presented. Motion carried unanimously.

Supervisor handed out copies of the Town Clerk & Supervisors monthly financial reports. The supervisor financial report with monthly statement of all money received and disbursed. Councilmember Phelps and seconded by Councilmember Atterbury to accept both financial reports. Motion carried unanimously.

Information handed out/or acknowledged:

1. Food Pantry collection box is located at the town hall – open during office hours
2. PSC public hearing for rate potential rate increase by RGE and NYSEG

Old/New Business:

COMPETATIVE INSURANCE BID- Mike Hardie representing Tompkins insurance provided for the board the insurance bid for Trident and NYMIR. Mr. Hardie gave his background along with the companies' background. He provided the board with the differences between Trident and NYMIR proposals. He felt that NYMIR would represent the town well and would be the most comparable to the current company the town is insured with, and discussed the NYMIR proposal.

Mr. Hardie stated that their office provides an in house claims representative at their office so they could facilitate directly with NYMIR should the need ever arise. NYMIR offers multiple trainings throughout the year that would assist a municipality in creating policies or assisting in other required mandates. NYMIR began in 1993 and now covers/ write for over 900 municipalities, and he provided the board with local governments that are currently with NYMIR.

Councilmember Phelps inquired about cyber coverage. Mr. Hardie stated that the NYMIR policy has a \$250,000 maximum coverage for an additional premium cost which he has included in the proposal as an additional item.

Supervisor Carman asked how can we add more cyber coverage if needed? Mr. Hardie responded that the town could purchase a stand-alone policy if they choose to, cyber-crime is hard to know how much coverage is enough due to the constant change of technology.

Mr. Hardie recommended that the town look into a prior notice for street and sidewalk ordinance, this would eliminate some claims that could be brought against the town. He also recommended that the town carry terrorism coverage due to the climate towards government and their offices.

Jan Rogers representing Livingston Insurance agency provided insurance bid for Selective insurance. Mr. Rogers stated that he also looked into Zurich Insurance along with Houston Casualty Insurance however both declined as they could not compete with the pricing that Selective provided.

Mr. Rogers reviewed Selective's background as an A rated insurance company and that they have been the provider for the Town of Groveland for many years. Mr. Rogers stated that he owns a local business located in Geneseo and can provide a quick turnaround in service for the town. He stated for the board that he is a tax payer in the town and has a vested interest in the town.

Mr. Rogers reviewed the proposal by Selective for the board and it was his recommendation that the board have an industrial appraisal done on the property to ensure that the coverage that we have on the buildings are accurate representation for coverage purposes. Selective offers a host of additional coverage items that the board can add at any point, he included in his proposal summaries of extension coverages.

Supervisor Carman inquired as to the cost if necessary to increase the umbrella policy. Mr. Rogers gave the approximate figures to the board, which was approximately \$500/ million dollar change.

Councilmember Atterbury asked about the figures on the inland marine policy and how coverage worked, which Mr. Rogers clarified for the board.

Councilmember Phelps inquired about cyber coverage. Mr. Rogers showed with Selective the coverage is included in the General Liability Section up to \$50,000. Mr. Rogers agreed with Mr. Hardie's concern that technology is constantly changing and it is hard to know what the proper amount of coverage would be enough.

Mr. Rogers went over the dividend program that Selective has and stated that the town has received a dividend check due to Selective profitability. It is not a guarantee that the town will always receive a dividend check but is a great program the company has.

Mr. Rogers stated he would like the opportunity to review the proposal for NYMIR to give the board his opinion as it pertains to the proposal. Supervisor stated that he would be glad to have him review the proposal. Mr. Hardie requested that he be given a copy of Selective so he may add his opinion to the Selective proposal as well. Supervisor stated that he would have the Town Clerk help facilitate getting the proposals to Mr. Rogers and Mr. Hardie. He asked that any additional comments regarding the proposals be back to the town by August 23, 2019 to allow the board to review in preparation for the September 12, 2019 board meeting.

Supervisor Carman thanked both Mr. Hardie and Mr. Rogers for their time.

HIGHWAY REPORT- Deputy Highway Superintendent stated they have oiled and stoned 6.25 miles of roads that include Barber Hill Road from Lakeville Groveland Road to Hunt Hill Road, Stapley Road from town line to Barber Hill Road, Rosebrugh Road from Groveland Hill Road to Barber Hill Road, Barber Hill Road from Wilson Road to Rosebrugh, Lattimer Road from Groveland Hill Road to seasonal portion of the road, Church Street from Groveland Hill Road to State Route 63 and Moyer Road to the back of the prison.

The Deputy Highway Superintendent has been working on obtaining the quotes for the salt shed roof but only has 2 quotes back to date.

Deputy Highway Superintendent is in receipt of a notice that it has been 3 years since the septic at the town has been serviced, he inquired how the board would like him to proceed. The cost was \$260 in 2016. Supervisor stated it is a good idea to have it done please make the necessary appointments to have the septic serviced.

Deputy Highway Superintendent Caldwell reported-He received 7 applicants for the available fulltime and part time Highway MEO position. Councilmember Devine and Deputy Highway Superintendent have interviewed the applicants and chose Tanner Harvey for the full time MEO position and Joe Jerome for the part-time MEO position. Mr. Jerome will not start the part-time position until October 2019. Letters to applicants that were not chosen have been sent letters to thank them for their interest.

Motion by Councilmember Atterbury and seconded by Councilmember Devine to accept the Highway Superintendent's recommendation of Tanner Harvey for the fulltime position with a start date of August 5, 2019 at the rate of \$18.00, and Joe Jerome for the part-time position at a rate of pay of \$17.00 with an October 2019 start date. Motion carried unanimously.

Deputy Highway Superintendent discussed with the board vehicle replacement rotation for the 1 ton as it would be necessary to do in the 2020 budget if the board wanted to continue.

Councilman Atterbury asked what the 1 ton is used for. Deputy Highway Superintendent answered patching and road repairs and plowing.

Supervisor Carman stated that if we continue the rotation of the vehicles it does cut down on repair cost.

Councilmember Devine asked what the warranty is currently. Deputy Highway Superintendent answered 3 year/ 36,000 miles.

Board was all in agreement to continue the rotation of vehicles and to prepare the 2020 highway budget request to reflect their request.

Supervisor Carman expressed his appreciation to the Deputy Highway Superintendent and the highway crew. He stated they have had a lot of projects this summer and have accomplished so much this year. He wished to thank him for a job well done.

ASSESSOR APPOINTMENT- RESOLUTION 45-2019- The Supervisor stated that our Assessor Dan Stanford's term will end on September 30, 2019. He feels Mr. Stanford has represented the position well and has had positive feedback from the residents in regards to Mr. Stanford's professionalism.

Board discussion: All agreed with Supervisor sentiments.

WHEREAS, Section 27 of NYS Town Law provides that the town board shall hire employees and make such position appointments as needed to conduct the business of the town and to meet the requirements of RPTL Section 310, now therefore be it

WHEREAS, the Assessor position is to be filled for the 6 year term October 1, 2019- September 30, 2025 by Dan Stanford who meets the NYS Real Property requirements of a Certified Assessor.

WHEREAS, the rate of pay will be \$12,150 annually at a biweekly pay periods, with four hours dedicated to office hours weekly.

RESOLVED, by the Groveland Town Board to make the following position appointments with terms indicated per Public Officers Law Section 10 all will sign the oath of office within 30 days of appointment.

The adoption of the foregoing RESOLUTION was duly out in vote on motion of Councilmember Niedermaier and seconded by Councilmember Devine and the results were carried unanimously with 0 nay, 5 ayes. Roll Call Votes: Supervisor Carman, aye; Councilmember Devine, aye; Councilmember Atterbury, aye; Councilmember Phelps aye; Councilmember Niedermaier aye.

RETENTION RECORDS DISPOSAL – Records Management Officer, Kimberly Burgess prepared an authorization sheet with records that have met or exceeded the retention schedule in accordance to the MU-1 schedule. Board reviewed list with no objections of items to be destroyed.

Town of Groveland - Records Disposal Authorization Sheet				
				(P) Paper or (E) Electronic
<u>Records Series</u>	<u>Dates of Records</u>	<u>Schedule Item</u>	<u>Retention</u>	
Notices	1/1998 - 11/2012	General 8.[8]	6 Years	Paper
Tentative Assessment Rolls	2012 - 2014	Taxation & Assessment 2.[594]a	5 years after filing	Paper
Final Assessment Rolls	2006 - 2008	Taxation & Assessment 2.[594]b	10 years after filing	Paper

AMBUSCADE PARK– Supervisor Carman stated plumbing has been installed at the pavilion in preparation for the bathrooms. He asked the Deputy Highway Superintendent when he would be able to do the concrete work. Deputy Highway Superintendent stated approximately 3 weeks but would do what he could to do try and get it done sooner if possible.

Councilmember Devine made a plaque to thank GV BOCES building trade classes for their work erecting the pavilion at Ambuscade Park.

Supervisor Carman stated BOCES will be back to finish the pavilion and inquired with the board if they thought we should see if BOCES could frame the bathroom and utility area. Board was all in agreement. Supervisor stated he will contact Jon Werner at BOCES to see if that is possible once school is back in session. Supervisor Carman will work with Ron Maxwell and Randy Fuller to have plans drawn up for the utility room and bathroom area in preparation of the potential build by BOCES.

WATER EXTENSION POTENTIAL DISTRICTS- Supervisor Carman had a meeting with Eric Weis from Clark Patterson Lee to discuss the potential water extension districts off the new water line. Letters to property owners in the potential extension districts have been sent out regarding a public informational hearing. This meeting will be to discuss the potential and interest in for such districts. The hearing date is scheduled for August 20, 2019 at 7pm at the town hall. The Town Clerk advertised the hearing so that the board members that are available can attend the informational hearing.

Supervisor Carman has received a contract with G & G Municipal Consulting and Grant Writing to do an income study for the potential water districts off the line that runs to the correctional facility. The cost is approximately \$5,000, which if we get a grant the town should be reimbursed for the cost.

Board discussion: Councilmember Phelps asked if the census could be used for the income study. Supervisor stated it census would not be done in time. Councilmember Devine asked the cost to do the study per household. Supervisor stated that the quote showed approximately 134 households for the fee that would be charged.

A motion by Councilmember Niedermaier and seconded by Councilmember Atterbury authorizing the Supervisor to sign the contract for the income study for the potential water districts if there is a need following informal meeting on August 20, 2019. Motion carried unanimously.

EXECUTIVE SESSION- Councilmember Phelps made a motion to go into execute session, seconded by Councilmember Atterbury for matters relating to proposed, pending or current litigation.

The board asked Town Clerk to attend.

Board entered executive session at 9:31p.m.

A motion by Councilmember Devine seconded by Councilmember Atterbury to close the executive session with no action taken. Motion carried unanimously.

Returned to regular session at 9:35 p.m.

Supervisor Communication:

- Supervisor Carman had conversation with the representative from American Rock Salt mine regarding the light request for Route 408 and the 390 North entrance cost. It was stated to the Supervisor that American Rock Salt will not be moving forward with the installation of the light as the cost is too high. Supervisor Carman notified the Town of Groveland's traffic safety board member that the project will not be moving forward.
- New Fire Hall is to be built across from Rosebrugh Road on Groveland Hill Road, the Supervisor did not have much information regarding the build as he was just asked by the Fire Chief if the town could transport gravel in preparation of the new building, which the town cannot transport gravel due to a municipality cannot do work for a private entity which includes non for profit agencies. Supervisor Carman has had many inquiries regarding the new building but doesn't know any answers because no one from the Fire Department has spoken with the board regarding the new building. Supervisor Carman recommended the board appoint a liaison to the fire department to have communication regarding activities by the fire department so the board can have a more active role in the department. Supervisor Carman asked Councilmember Atterbury to be the board's liaison with the fire department. Councilmember Atterbury agreed to be the liaison. Town Clerk stated she would facilitate getting contact information to Councilmember Atterbury.

A motion by Councilmember Niedermaier and seconded by Councilmember Atterbury to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 9:46 p.m. The next meeting will be the regular meeting September 12, 2019 @ 7:30 p.m. at the town hall.

Kimberly D. Burgess, Town Clerk
Town of Groveland
Dated: August 8, 2019