

The regular meeting of the Groveland Town Board was held on Thursday, July 13, 2023 at the Town Hall, 4955 Aten Road in the Town of Groveland.

Present: Sandra Bean, Deputy Supervisor and Councilmember; Steve Atterbury, Councilmember; Amy Hunter, Councilmember and John Macauley, Councilmember

Other Town Officials: D. Mark Caldwell, Highway Superintendent

Excused/Absent: Bill Devine, Supervisor

Others Present: R. Niedermaier

Deputy Supervisor Bean called the meeting to order at 9:00 a.m. Councilmember Macauley led the pledge to the flag.

A motion by Councilmember Atterbury and seconded by Councilmember Macauley that the audited bills be paid. General Fund vouchers numbered 151- 175 for \$7,266.16; Highway Fund vouchers numbered 108- 121 for \$67,231.48. Motion carried.

A motion by Councilmember Atterbury and seconded by Councilmember Macauley to accept the regular meeting minutes of 06/08/2023. Motion carried.

Supervisor Devine forwarded copies electronically of the Town Clerk & Supervisors monthly financial reports. The supervisor financial report with monthly statement of all money received. Councilmember Hunter and seconded by Councilmember Macauley to accept both financial reports. Motion carried.

Information handed out/or acknowledged:

Old/New Business:

LIVINGSTON COUNTY YOUTH BOARD REPRESENTATIVE RESIGNATION/

APPOINTMENT- Town Clerk reported to the board that Supervisor Devine was notified that the representative for the Town no longer had the time to give to represent the town and resigned his position as the town's representative. The board will need to appoint another member at the county level. Supervisor Devine has spoken to James Merrick, a resident that would make a great representative to the Youth Board on Groveland's behalf as he currently represents the Sheriff's Office as their juvenile representative. Mr. Merrick has been given permission by his employer to hold both positions.

A motion by Councilmember Atterbury and seconded by Councilmember Macauley to appoint James Merrick to the Livingston County Youth Board as the Town of Groveland representative. Motion carried.

HIGHWAY REPORT- Highway Superintendent Caldwell reported the crew has been busy oil and stoning half of the roads that were discussed to be completed which are Hunt Hill, Adamson, Logan, Gamble, Aten, Upper Bean Hill, Bath Roads, and Church Street. Continuation of roadside mowing as time allows.

Highway Superintendent Caldwell stated he was going to start training highway employee Tanner Harvey on the Highway Superintendent position, as it was his understanding, he is the only candidate at the time on the ballot running for the position. The other candidate declined the position. Highway Superintendent Caldwell would like to assist in a smooth transition.

WORKPLACE VIOLENCE POLICY REVIEW/ UPDATES- Town Clerk Burgess reviewed the policy and noticed there were a few items that needed updating. Presented for the Town Board review.

Board discussion: All reviewed the areas in question and agreed with the changes, would like them changed and made available for the next meeting.

A motion by Councilmember Bean and seconded by Councilmember Hunter to change the current policy to change the areas that are struck out in the Workplace Violence Policy that are old and update with current standards to reflect the Town of Groveland's current security system. Motion carried.

MUNICIPAL SOLUTION CONTRACT AMENDMENT- RESOLUTION 53-2023- Supervisor Devine stated that the contract amendment was needed to file the WIIA Grant the town will be applying for and the increase in cost is about \$1,800.

WHEREAS the Town Board has met at the time and place at the regular town board meeting the town board has reviewed the proposed contract amendment with Municipal Solutions, Inc.; and

WHEREAS, the Town is desirous of the continuation of administrative services including the preparation of grant applications and any BAN related to the town's water district, following the Dodd/Frank Act and subsequent Securities and Exchange Commission and Municipal Securities Rulemaking Board requires a contract be in place; and now therefore be it;

RESOLVED this Town Board does hereby accept the Agreement with Municipal Solutions, and authorizes Supervisor Devine to sign the agreement for the contract extension.

The adoption of the foregoing RESOLUTION was duly out in vote on motion of Councilmember Atterbury and seconded by Councilmember Macauley and the results were carried with 0 nay, 4 ayes. Roll Call Votes: Deputy Supervisor & Councilmember Bean, aye; Councilmember Atterbury, aye; Councilmember Hunter, aye; Councilmember Macauley, aye. Supervisor Devine, absent.

RESOLUTION 54-2023 WIIA GRANT APPLICATION WATER DISTRICT NUMBER 1-

Supervisor Devine was notified of a grant opportunity that would be beneficial to the water district and forwarded the information to the board prior to the meeting. The resolution allows the supervisor, working with Municipal Solutions, Inc. to apply for the grant.

WHEREAS, the Town of Groveland Town Board supports the submission of a New York State Water Infrastructure Improvement Act (WIIA) grant application on behalf of the Town for a water system improvement project, hereinafter referred to as the “Project”; and

WHEREAS, the New York State Environmental Facilities Corporation (EFC) administers grants to assist municipalities in funding water infrastructure projects that improve water quality and protect public health; and

WHEREAS, an Engineering Report entitled “Final Map, Plan and Report for the Town of Groveland Water District No. 1,” dated November 2020, recommends implementing the Project to help improve water quality and protect public health; and

NOW, THEREFORE BE IT RESOLVED, that the Town Board authorizes Municipal Solutions, Inc. to prepare an application for Water Infrastructure Improvement Act grant funds from the NYS Environmental Facilities Corporation (EFC).

BE IT FURTHER RESOLVED, that the Town Board authorizes William Devine to execute the application for Water Infrastructure Improvement Act grant funds from the NYS Environmental Facilities Corporation (EFC).

BE IT FURTHER RESOLVED that the Town of Groveland Board fully supports the Project and the submission of the WIIA grant application by Municipal Solutions Inc on behalf of the Town to improve water quality and protect public health.

Introduced by: Councilmember Atterbury

Seconded by: Councilmember Macauley

Voting Aye: Councilmember Bean, Councilmember Atterbury, Councilmember Hunter, Councilmember Macauley

Voting Nay: None

Absent: Supervisor Devine

LAKEVIEW CEMETERY- NEW SECTION DISCUSSION- Town Clerk Burgess stated that our Cemetery service provider, Joe Snyder has had multiple requests for the new section of Lakeview Cemetery however cannot move forward without knowing what to charge for the plots. The town board discussed once opening the new section they would review price changes for plots as upgrades

to the cemetery are necessary for the new section. Mr. Snyder is ready to proceed with the new section.

Board discussion: All agreed that \$100 would be an appropriate amount for now.

A motion by Councilmember Atterbury and seconded by Councilmember Bean to increase the cost of the Lakeview Cemetery plot cost to \$600 from \$500. Motion carried.

Highway Superintendent Caldwell stated that the service provider for the cemetery would like to purchase markers to install for the new area that identifies rows and areas of plots to make it easier for people to identify where they wish to locate an area to purchase.

Board discussion: Inquired about the cost, Highway Superintendent Caldwell was unsure of cost but would investigate and update when had more information. All agreed that it is important for identification purposes.

A motion by Councilmember Atterbury and seconded by Councilmember Atterbury to allow the purchase of markers to be used at Lakeview Cemetery. Motion carried.

FEE SCHEDULE- RESOLUTION 55-2023- Following the changes to the cost to purchase a plot at Lakeview Cemetery the fee schedule needed to be amended.

RESOLVED, the Groveland Town Board adopts the updated 2023 Fee Schedule as follows

*Fee scheduled attached to resolution

The adoption of the foregoing RESOLUTION was duly out in vote on motion of Councilmember Atterbury and seconded by Councilmember Bean and the results were carried with 0 nay, 4 ayes. Roll Call Votes: Deputy Supervisor & Councilmember Bean, aye; Councilmember Hunter, aye Councilmember Atterbury aye; Councilmember Macauley, aye. Supervisor Devine, absent.

Communication:

Councilmember Atterbury and Town Clerk Burgess gave the board a brief synopsis of the Conversation with the County meeting held at the town on June 29th.

Town Clerk Burgess inquired about dates that worked best for the board for the budget workshop for the tentative budget.

Board discussion: September 6, 2023 at 6 p.m. for the workshop and the regular board meeting to be held on September 14, 2023, at 9 a.m. regular time. All agreed

Town Clerk will notify the accountant to have preparation made.

SUPERVISOR DISCUSSION: Deputy Supervisor Bean updated the board on behalf of the Supervisor regarding the easements necessary for Water District #1 that some people may have been approached on. The supervisor has informed the Engineering team that before anyone comes out to the town, he wants to be notified so that the board may be aware in case our offices may be asked to prevent any miscommunications.

Union Contract is up at the end of this year and will need two board members to work with Union Representative to come up with a contract.

Board discussion: Councilmember Atterbury and Councilmember Hunter will gladly take the lead. Town Clerk Burgess will provide a copy of the current contract for their review.

Deputy Supervisor Bean gave a brief update regarding a grant available through the county for parks each town is eligible for, Supervisor Devine is working through some details before proceeding on which park to apply for as there are restrictions.

The County recently approved legislation for a 10% exemption for Volunteer firefighters at the county level. There are restrictions for such exemptions. Town Clerk Burgess will request the exemption for the board's review to see if this is allowed at a town level.

A motion by Councilmember Bean and seconded by Councilmember Macauley to adjourn the meeting. Motion carried. The meeting adjourned at 9:35 a.m. The next meeting will be the regular meeting August 10, 2023 @ 9:00 a.m. at the Town Hall and is open to the public. Motion carried.

Kimberly Burgess, Town Clerk
Town of Groveland
Dated: July 13, 2023