The regular meeting of the Groveland Town Board was held on Thursday August 11, 2011 at the Town Hall.
Present: James C. Merrick, Supervisor; Bill Carman, Burt Lyon, Craig Phelps, John Driscoll, Councilman; Greg Adamson, Highway Superintendent
Absent: none
Other Attendees: Insurance Agent, Jan Rogers; Assessor Bruce Knapp; Planning Chairman, Randy Clymo; Jim Love

Supervisor handed out the monthly financial reports.

Supervisor called the meeting to order @ 7:47 p.m.

A motion by Councilman Carman seconded by Councilman Phelps the audited bills to be paid. General Fund vouchers numbered 207-234 for $9,914.35; Highway Fund vouchers numbered 157-173 for $28,547.83; Cemetery voucher numbered 13 for $9.99; Motion carried unanimously.

A motion by Councilman Phelps and seconded by Councilman Lyon to approve the minutes of the regular meeting of July 14, 2011 as written. Motion carried unanimously.

A motion by Councilman Phelps and seconded by Councilman Lyon to accept the monthly financial reports as submitted. Motion carried unanimously.

Information handed out/or acknowledged:

1) Liv. Co. Board of Supervisors minutes
2) 200th Anniversary kick-off meeting August 2, 2011 went well
3) The internet security has been improved for the court laptop

Old/New Business:

HIGHWAY REPORT – Greg reported after 14 applications, he narrowed it down to 4 interviews and has hired Jeff Curry for the full time highway position who works for Sate DOT. Jeff is scheduled to start August 15, 2011. Greg reported that our dumpster contract expires in March 2012 and requires a 90 day written cancelation. Highway work has been busy with grinding spots on Abele Road, Rosebrugh Road and Barber Hill Road.
He also reported that he has met with FEMA to submit paperwork for assistance with the spring flooding that we had spend between $18-$20 thousand on the clean up.

JAN ROGERS, INSURANCE AGENT TO REVIEW RENEWAL POLICY – Supervisor gave Jan privilege of the floor. Jan reported he does not have figures at this time, but should be available in the next 2 to 3 weeks which is well before the renewal date. He offered that the building and content rates are usually a 4% increase to go with inflation. Councilman Phelps asked if that is an accurate percentage with the economy and inflation being much lower. Jan replied yes and felt it should be much higher do to building material costs and fuel. Councilman Carman agreed.
The town has a 2 million umbrella coverage which goes above the employee liability coverage. The blanket limit current has coverage at 1.22 million which should estimate a 4% increase. Policy has a $500 deductible for replacements.
Overall, the town has improved its coverage and Selective is still very competitive especially with municipalities. Jan also let the board know what a great help Sandy has been with supplying all the paperwork necessary for the renewals in a prompt fashion.

Supervisor thanked Jan for attending.

SCRAP METAL POLICY – RESOLUTION 9 -2011 – Greg presented a draft policy for review. The reason for preparing this was after reading many of the state comptroller's audits of other towns and this was a grey area that was recommending procedures to be in place especially with the increased scrap pricing. Review of policy had brought some grammar changes:

RESOLVED this town board does acknowledge that such a policy makes for a constitutional duty to the tax payers to receive fair value for any scrap and utilize the revenue generated for appropriate purposes.

The question of the adoption of the foregoing RESOLUTION was put into vote. A motion by Councilman Carman, seconded by Councilman Driscoll that the policy be approved with the grammar changes. Motion carried unanimously without any nay votes.

PROCUREMENT/PURCHASING POLICY – RESOLUTION 10-2011 - The draft policy was presented last month for review which was created with the NYS Town Law guidelines for review. Board reviewed:

WHEREAS this town board does herby adopt the policy known as Town of Groveland Procurement Policy that requires internal policies and procedure of goods and services not subject to bidding requirements; and

RESOLVED that such a policy makes for a constitutional duty to the tax payers too receive fair pricing for goods and services. The policy will be included into the minutes.

The question of the adoption of the foregoing RESOLUTION was put into vote. A motion by Councilman Phelps, seconded by Councilman Driscoll the procurement policy be approved with minor changes. Motion carried unanimously without any nay votes.

EMPLOYEE HANDBOOK – RESOLUTION 11- 2011 - The revised draft from 2 months ago was discussed. Board reviewed the updates:

WHEREAS this town board does herby adopt a Handbook known as Town of Groveland Employee Handbook to help ensure government compliance, foster positive employee relationships; and

RESOLVED this Handbook will contribute to the overall success of the town in delivering services to the public effectively and efficiently. Such Handbook will be kept on file with the Town Clerk's office.

The question of the adoption of the foregoing RESOLUTION was put into vote. A motion by Councilman Phelps, seconded by Councilman Carman the Handbook be approved with minor changes. Motion carried unanimously without any nay votes.

FIRE DEPARTMENT CHIEF – Fire Chief, Steve Teeter was not available, still waiting for the language to be confirmed with the Tax Cap Relief law.

WILLIAMSBURG CEMETERY AGREEMENT – Mr. Merrick is in receipt of a contract that would allow BOCES in Mt. Morris, to have the students work on improving the fence since it is in disrepair and because of its historical interest there has been concern of the deterioration. Greg stated that the fence has points on them which the historian would like to keep, but the points have been a problem with impaling the deer. Councilman Carman agreed even the Geneseo School removed there's many years ago. A motion by Councilman Driscoll, seconded Councilman Carman to have Supervisor Merrick sign the contract as presented. Motion carried unanimously.

DONATION OF $20 FOR AMBUSCADE PARK FROM LARRY TOLAND - Supervisor is in receipt of a donation from Larry Toland. His family utilized the park for their annual meetings and really enjoys it and is pleased with the upkeep. Motion to by Lyon, seconded by Phelps to accept such donation. Motion carried unanimously.

BOND FINANCIAL – Councilman Lyon has contacted resident Ted Rauber who works for another company that handles similar accounts as Bond Financial. Councilman Lyon wanted to give an opportunity to give such an account to a fellow resident; however, Mr. Rauber reported to Councilman Lyon since the updated Obama Finance Policy; he cannot accept the account if less than 10 employees. A motion by Councilman Carman, seconded by Councilman Driscoll to allow Greg too set up the health account through Bond Financial. Motion carried unanimously.

PLANNING BOARD CHAIRMAN, RANDY CLYMO WITH HYDRO FRACKING – Randy reported that after talking with Clough Harbour representative Walter Kalina, if we do a local law to protect our roads it would be a good idea to do a road study to check current conditions of our roads. Clough Harbour suggested to budget money next year helping do a road study. Councilman Phelps has heard that the people who have had these companies for drilling have had their roads redone and did a great job at the company's expense. He wondered if we need a local law in place for the company to be obligated for road repair. Supervisor Merrick stated that we utilize Thoma for our grants man, which is offered at no charge. He will check with Thoma for grant opportunities. Councilman Phelps asked the Assessor who and how is drilling assessed. Bruce stated the assessed value is given to the gas company not the homeowner at the production of units, which is provided from DEC.

ASSESSOR TO ADDRESS BOARD – RETIRING OPTIONS – Bruce Knapp reported that his term expires September 30, 2013 but he would like to semi-retire at the end of this year. He is willing to stay throughout his term with his son Brian to take on the bulk of the work along with a clerk. He offered this solution without a budget increase, but the salary would be broke up between him and the other 2. Brian has worked with Bruce in the past to do all the photos for the files within the town. Supervisor Merrick feels this is an ideal situation with the budget caps. A motion by Councilman Driscoll, seconded by Councilman Lyon to accept the Assessor's employee suggestion without a budget increase for the remainder of his term. Motion carried unanimously.

JUSTICE RESIGNATION – Town Clerk is in receipt of a resignation from Justice Elsje van Munster effective August 12, 2011. Town Clerk has notified Board of Elections of the vacancy along with Town Attorney. Her letter has stated she wishes to help out if the board has the authority to do a resolution or an appointment to help with the transition before a replacement is found. The Town Attorney, Randy Meyer indicated that there is no law that allows the board to make any resolutions or appointments to someone who does not have residency which she made

clear in her email. A motion by Councilman Lyon, seconded by Councilman Driscoll to accept the resignation of Elsje van Munster. Motion carried unanimously.

Supervisor Merrick suggested that the remainder of Justice van Munster salary be transferred to Justice Love, but can only be done by Local Law. He has spoken to Justice Love, who has indicated that she will take on the extra work. The law also only allows for this to be a one time increase since it is the end of her term.
A motion by Councilman Carman, seconded by Councilman Driscoll to agree to do the local law to increase Justice Love's salary with the remainder of Justice van Munster salary. Public hearing date set for September 8, 2011 @ 8:00p.m. Town Clerk will email copies of the local law to each town board member in the next week before the being advertised.

Councilman Lyon feels that this is a good time to consider reducing to one justice since the numbers are down. Town Clerk stated that a mandatory referendum is required and that time would not allow this to be completed before the September 22, 2011 deadline to board of elections.
James Love spoke and stated that even if numbers are down, the criminal is up which requires more work. It was also stated that Groveland is the busiest court in Livingston County and that if Groveland were to reduce to one justice; it may not be in the best interest. Board agreed that there is not enough time to consider it at this time.

Communications:

Supervisor Merrick reported he received a letter from Village of Dansville in regards to the Ambulance contract. Since they have gone to direct billing the cost will go down, but they are estimating that $1366 will be required for a Rescue Truck with each Ambulance call. Supervisor has already made contact to them with his objection since our fire department already has a rescue truck. Supervisor stated he is looking into utilizing the County Ambulance since they may place one at our Fire Department.

Town Clerk reported that hunting licenses go on sale Monday August 15th, but DEC was unable to provide hunting guides at the time of sale. We are hopeful to get them in the next week or so.

A motion by Councilman Lyon and seconded by Councilman Phelps to adjourn the meeting. Motion carried unanimously. Meeting Adjourned at 9:35 p.m. The next meeting will be the regular meeting on Thursday September 8, 2011 at the town hall.

Dated August 13, 2011
Town of Groveland

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Sandra L. Bean, Town Clerk