

The regular meeting of the Groveland Town Board was held on Thursday January 12, 2017 at the Town Hall.

Present: Bill Carman, Supervisor; John Driscoll, Town Councilman & Deputy Supervisor, Bill Devine, Craig Phelps, Steve Atterbury, Councilman

Absent: None

Other Town Official's in Attendance: Highway Superintendent, James Love

Other Attendees: Ron Niedermaier

Supervisor called the meeting to order @ 7:40 p.m. He asked Councilman Atterbury to lead us in the pledge to the flag.

A motion by Councilman Driscoll and seconded by Councilman Atterbury the audited bills be paid. General Fund vouchers numbered 1-18 for \$5,074.03; Highway Fund vouchers numbered 1-6 for \$3,226.04. Motion carried.

A motion by Councilman Atterbury and seconded by Councilman Phelps to accept the yearend meeting minutes of 12/29/16 as written. Motion carried unanimously.

A motion by Councilman Devine and seconded by Councilman Atterbury to accept the organizational meeting minutes of 1/2/17 with adding under Resolution 1-2017 for appointments Ron Maxwell – Addressing Official – starting January 2, 2017 – *with payment of \$35 per new/change of address*. Motion carried unanimously.

Supervisor handed out copies of the Town Clerk & Supervisors monthly financial reports. The Supervisor reports were previously emailed to give additional time for review. A motion by Councilman Phelps and seconded by Councilman Driscoll to accept the financial reports. Motion carried.

Information handed out/or acknowledged:

1. Payroll & Vehicle Mileage Log available for review
2. Fireman's breakfasts 2nd Sunday each month October – March 8am – 11am
3. Groveland State Bank original sign now hanging in Town Clerk's office
4. Habitat for Humanity Home had an open house December 3rd and will do a dedication to the family sometime in January
5. NYS Comptroller recently audited the Taxation & Finance Department related to the Property Tax Freeze program, which showed some errors.
6. Saturday December 10th @ 6 p.m. Community Tree lighting sponsored by the Fire Department

Old/New Business:

HIGHWAY UPDATE – Mr. Love reported:

- He had a complaint regarding cemetery plowing in Lakeview Cemetery. He feels our plow on our trucks to big and needs a left wide plow. He thinks it would be a good idea to purchase a used gator to attach a plow and then could be utilized for loading and unloading snow fencing. The board didn't feel this was cost effective and have chosen to update the Cemetery Rules to say the cemetery driveway will be maintained for scheduled burials and not year round.
- He was looking at reports listing all the miles in Groveland and showed Hawthorne Hills Subdivision measurements different for the county to the state, which could effective our Chips funding, it is not clear if for or against us and waiting to learn which measurement is accurate. The state shows a higher measurement than the county.

- The salt shed is missing shingles from the wind blowing, he says they lift and need to be sealed down. He wants to know how the board wants to handle it. Bill will get the bid and spec information and discuss with the contractor.
- He provided a quote for lighting in the highway department. We currently have 400 watt bulbs and looking to install 150 watt LED bulbs. The cost is \$ 1,800 for 10 lights. Board say he will need another quote for consideration; plus we need to repair or replace the town hall front door before we can discuss lighting. Councilman Driscoll will look into prices for door replacement or repairs.
- He is working on the agreement to spend town highway funds and learned that Chips will cover surveying the roads when we do the improvements and feel that is a necessary step to take. Board agreed, but to use the county planning department for boundaries before hiring a Surveyor despite can be covered under Chips. We have more road work than Chips funding.
- Jim had questions regarding the procurement policy- he said that other towns passed resolutions to piggyback on other government agencies and would like the protection himself. The board said yes we have for years and we reaffirm it each year and just did at the organizational meeting and you received a copy of the policy back in November when appointed.

SURPLUS – Highway department has 11 Motorola low bank vehicle radios no longer in use since the county has gone to the new system. Highway Superintendent would like to get them to RTI for a live auction before all the other agencies within the county try to dispose their extras. A motion by Councilman Atterbury, seconded by Phelps to declare as surplus. Motion carried.

PART TIME MEO POSITION – Highway Superintendent, Jim Love reported that Jordan is doing well but he needs more hours to help his family. He had a copy of an advertisement that said they would hire at minimum of 20 hours but the board mentioned last month of only 15 hours. Board response: You have the drafted advertisement as we changed it before it was published, which you were copied with the changes.

Board discussion:

The board is not getting into Jordan’s personal life and hours are based on budget and need for the taxpayers. In order not to create a full time position we have to be mindful as not to have hours average more than 29.9 over a 12 month period. All realize Jordan has value and our goal is to be prepared for potential retirements. A motion by Councilman Atterbury and seconded by Councilman Phelps to increase hours to 29 hours per week effectively for the next 90 days. Motion carried unanimously. The letter should also state the town board will reevaluate hours at their April 13, 2017 meeting with hopes to review county highway work that they could use our highway department employees for. At this time there are no guarantees of a full time position unless one of the full time employees vacates their position.

HIGHWAY UNION – Supervisor Carman stated the union and highway employees agreed to change their work week pay period to match the other offices already in place. A question was presented to me regarding sick if at the 1st of January you earn 10 more sick days and currently you have 1320 hours, and want to know if you get to start the year out with 1400 hours as long as you end the year without exceeding 1320 hours?

A motion by Councilman Atterbury and seconded by Councilman Atterbury to enter into executive session to review employee collective contract negotiations, board asked Town Clerk to attend. Motion carried unanimously. Executive session entered at 9:20 p.m.

A motion by Councilman Phelps and seconded Councilman Driscoll to end executive session without any action. Motion carried unanimously. Entered back to regular meeting at 9:28 p.m.

Further sick time discussion:

Once the board reviewed the union contract, it states under: **Article 14 – SICK LEAVE, Section 14.1 – Employees shall receive ten (10) sick leave days per year. Effective January 1, 1999 this leave may be accrued up to a maximum of 1320 hours, to be consistent with Retirement Plan 41J.**

After reading this section the board all agreed that it reads that every January 1st if you are at 1320 hours you are not eligible to additional hours as the contract only awards all the sick time on January 1st.

WATER AUTHORITY - The water authority provided an inventory list of the items in question and provided a price and value for each item used and unused. October invoice was \$5,842.72 and county proposes to pay based on the depreciations values of \$1,986.95 with returning unused materials and to the town.

A motion by Councilman Atterbury and seconded by Councilman Phelps to accept their list and price of \$1,986.95.

ANNUAL AUDIT OF FINANCIALS –The AUD report is not available until March from our Accountant. The board discussed that all department annual reports be turned in February 28th to allow for a month for review and approval in March. All agreed.

INSURANCE COMPETITIVE BIDDING – RESOLUTION 28-2017 – Councilman Phelps help prepare the resolution for consideration.

WHEREAS, the Groveland Town Board acknowledges the value in competitive bidding for insurance coverage to foster honest competition enabling the Town to acquire quality coverages and service at the lowest possible cost, and

WHEREAS, the town realizes such coverage is difficult and time consuming to compare as competing policies are seldom, if ever, exactly the same, and we must determine which policy will deliver the best value, and this may or may not be the lowest bidder, now therefore be it

RESOLVED, The Town of Groveland will actively seek competitive bids for insurance coverage when competitive bids have not been received in the prior two calendar years. As our policy renewal date is in September, we will solicit bids during July to be presented to the Board at our regular August meeting. Any party interested in submitting a bid during the years in which we will not be actively seeking bids shall submit a bid with coverages as close as possible to the policies in force at that time. Such bids must be submitted at least two weeks prior to our August meeting.

The adoption of the foregoing RESOLUTION was duly out in vote on motion of Councilman Driscoll and seconded by Councilman Atterbury and the results were carried with 0 nays 5 aye votes.

AMBUSCADE PARK – Committee member Bill Devine reported the contractor has not provided any new updates.

Supervisor Communication:

- ✓ Water line update, the water authority attorney is working on surveying the land associated with the water tower and the pump house as the properties has not had a current one once it is complete they will be presenting it to our planning board chairman for signatures despite this is falls under a PSC and is exempt from town rules.
- ✓ Groveland Fire Department is holding a Blood Drive Monday 2/20/17
- ✓ Livingston County Seniorama 2017 will be held on May 20, 2017 – our local group will select the honoree, once I know I will update everyone.
- ✓ The Livingston County Youth Bureau is seeking nominations from each town of worthy candidates. Candidates must be age 15 by February 10th and not been a previous winner.
- ✓ A Clean Energy Webinar is 1/23/17 the email came in today and I asked Sandy to forward it on, we should make sure at least 2 of us can view it. Sandy and Steve will try to view it.

Other Communications:

Councilman Phelps stated he attended the Lake Association meeting last night and reported DEC may require permits to place weed mats. The boat wash is all set to run this summer. He also reported they would like to see all lake surrounding code officials attend a Sediment Control training to be held in Monroe County. Craig will get the training information to the Town Clerk.

A motion by Councilman Phelps and seconded by Councilman Atterbury to adjourn the meeting. Motion carried. Meeting adjourned at 9:40 p.m. The next meeting will be the regular meeting February 9, 2017 @ 7:30 p.m. at the town hall.

Dated: January 12, 2017
Town of Groveland

Sandra L. Bean, Town Clerk