

**The regular meeting of the Groveland Town Board was held on Thursday April 10, 2025 at the Town Hall.**

**Present:** Bill Devine, Supervisor; Sandra Bean, Deputy Supervisor and Councilmember; Amy Hunter, Councilmember; John Macauley, Councilmember and Bill Przysinda, Councilmember

**Other Town Officials:** David DiMatteo, Town Attorney

Absent/Excused: Tanner Harvey, Highway Superintendent

Others in Attendance: Eric Wies, CPL, J. Hy, C. Teitsworth, and K. Kimball

**Supervisor Devine called the meeting to order @ 8:36 a.m.** Councilmember Macauley led the pledge to the flag.

A motion by Councilmember Macauley and seconded by Councilmember Przysinda the audited bills be paid. General Fund vouchers numbered 70-93 for \$11,790.78; Highway Fund vouchers numbered 56-72 for \$19,946.83; and Capital Fund vouchers numbered 3 for \$110.00. Motion carried unanimously.

A motion by Councilmember Hunter and seconded by Councilmember Macauley to accept the regular meeting minutes of March 13, 2025. Motion carried unanimously.

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 Przysinda and seconded by Councilmember Bean to accept both financial reports. Motion carried unanimously.

**Information handed out/or acknowledged:**

1. 2025 Tax Collection closed with 35 unpaid properties being returned to Liv Co Treasurer same as 2024

**Old/New Business:**

WATER DISTRICT #1 UPDATE-Eric Wies with CPL attended the meeting to update the board regarding the current state of the water district. Mr. Wies stated that he has been in communication with Rural Development regarding the grant money that has been allocated by their agency. USDA Rural Development has reduced the amount the town was receiving from them due to the second grant via the WIIA grant funding. Mr. Wies hopes they will increase the amount they have reduced it by, as they wish is to keep the EDU ( cost to the user) the same as what was petitioned for originally.

Attorney DiMatteo was present for the discussion and stated that if the cost for the EDU increases, then the board is back at square one and has to go back to the comptroller for approval

again for the increase. Currently, the NYS Comptroller has approved the EDU cost. The town will have to have a public hearing to approve the cost increase of the district due to the approval of WIIA Grant.

The lowest bidder for the project is Morsch, and they have given written 4-month extensions on the project and will continue to do so as stated by Mr. Wies.

K. Kimball was present to inquire about the private line once the district is formed. Mr. Wies gave Mr. Kimball different options of how to have the private line. One option would be to install the line meeting the engineering standards of the LCWSA at his cost, with dedicating the line back once approved and installed. The second option is to have the town create a second district following the first formation and move forward from there.

Mr. Hy inquired and updates as he has a difficult situation at his property with water. Mr. Wies updated the current situation that it all comes down to Rural Development approving the money aspect. Once that approval is given, then the town board can move forward with the necessary planning/ hearings.

Attorney DiMatteo told the board that once all the figures are approved, a 60-90 day window is possible, but only if Rural Development is on board. Mr. Wies stated it is the funding agencies that have been holding the project up.

Mr. Hy asked if the pump station is being placed back on Barber Hill Road, and Mr. Wies stated that it was.

Supervisor Devine asked if there were any more questions for Mr. Wies or Attorney DiMatteo, as there were none. Supervisor Devine thanked everyone for their time.

HIGHWAY REPORT- Highway Superintendent Harvey was not at the meeting and asked the supervisor to report.

Supervisor Devine reported that the crew has removed the snow fence for the season, and the newest hire has been working out well. The traffic safety board has noted another concern regarding lighting at State Route 408 and the 390 off-ramp/bridges.

The Town Board discussed the previous lighting issues, and it was discussed that there was a significant cost and time placed in the last light that was just placed, and it was done when construction was done at the time. Tabled the discussion until more information is received.

SURPLUS RESOLUTION 39-2025- Town Clerk Burgess reported that the water cooler in the hall no longer worked. The water cooler was originally purchased in 2019 and was replaced with a new one last month.

WHEREAS the Town Board has met at the time and place at its regular meeting the town board has reviewed the proposed surplus list, now therefore be it;

**Surplus:**

- Watercooler Town Hall Plastic- 1808031048C

RESOLVED the items to be declared surplus as the items are no longer of use to the town, and authorize the sale or disposition if no monetary value. Any sold items must turn an itemized slip in with payment to the town.

The adoption of the foregoing RESOLUTION was duly out in vote on motion of Councilmember Hunter and seconded by Councilmember Macauley and the results were carried with 0 nay, 5 ayes. Roll Call Votes: Supervisor Devine, aye; Deputy Supervisor & Councilmember Bean, aye; Councilmember Hunter, aye; Councilmember Macauley, aye; Councilmember Przysinda, aye.

ASSESSOR APPOINTMENT 40-2025- Supervisor Devine is in receipt of Carlton Maxwell's email desire to continue to work for the town for another term as an assessor, along with the upcoming reevaluation in 2026.

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 beginning October 1, 2025- September 30, 2031 by Carlton Maxwell who meets the NYS Real Property requirements of a Certified Assessor,

WHEREAS, the rate of pay will be \$13,534 annually at a biweekly pay periods, with four hours dedicated in the town assessor's office 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 Macauley and seconded by Councilmember Przysinda and the results were carried with 0 nay, 5 ayes. Roll Call Votes: Supervisor Devine, aye; Deputy Supervisor & Councilmember Bean, aye; Councilmember Hunter, aye; Councilmember Macauley, aye; Councilmember Przysinda, aye.

Records Retention Resolution 41-2025- Town Clerk Burgess has prepared the resolution following the lgs-1 rules and regulations of disposition of files and paperwork.

Town of Groveland - Records Disposal Authorization Sheet- Resolution 41 -2025				
Records Series	Dates of Records	Schedule Item	Retention	(P) Paper or (E) Electronic
Tax Receipts	2018	Tax Collection 1047 CO2 658, MU 1 595, ED1 287, MI1 529 - tax collection records	6 years	Paper
Tax Collection Reports: Banking	2018	Tax Collection 1047 CO2 658, MU 1 595, ED1 287, MI1 529 - tax collection records a.	6 years	Paper
Abstracts	2018	Fiscal- General Accounting & Misc. - 502 CO2 277, MU1 245, ED1 95, MI1 199 - General ledger	6 yrs.	Paper
		AND Fiscal: Purchasing - 513 CO2 287, MU1 255, ED1 104, MI1 209		
Vouchers	2018	Fiscal: Claims & Warrants - claim for payment 495 CO2 308, MU1 275, ED1 121, MI1 229	6 yrs.	Paper
		AND Fiscal: Purchasing - 513 CO2 287, MU1 255, ED1 104, MI1 209		
<b>Fiscal: Banking &amp; Investments:</b>				
Conesus Lake Water District	2018	Banking and Investment: 475 CO2 296, MU1 263, ED1 109, MI1 217	6 years	Paper
Health Account	2018	Banking and Investment: 475 CO2 296, MU1 263, ED1 109, MI1 217	6 years	Paper
Trust and Agency Acct	2018	Banking and Investment: 475 CO2 296, MU1 263, ED1 109, MI1 217	6 years	Paper
Town Clerk Banking	2018	Banking and Investment: 475 CO2 296, MU1 263, ED1 109, MI1 217	6 years	Paper
Highway Checking	2018	Banking and Investment: 475 CO2 296, MU1 263, ED1 109, MI1 217	6 years	Paper
Justice Account	2018	Banking and Investment: 475 CO2 296, MU1 263, ED1 109, MI1 217	6 years	Paper
General Checking	2018	Banking and Investment: 475 CO2 296, MU1 263, ED1 109, MI1 217	6 years	Paper
General MM	2018	Banking and Investment: 475 CO2 296, MU1 263, ED1 109, MI1 217	6 years	Paper
Highway MM	2018	Banking and Investment: 475 CO2 296, MU1 263, ED1 109, MI1 217	6 years	Paper
Lakeview Cemetery	2018	Banking and Investment: 475 CO2 296, MU1 263, ED1 109, MI1 217	6 years	Paper
Supervisor Reports	2018	Executive: 471 CO2 217, MU1 581, ED1 33, MI1 198	6 years	Paper
Employee Benefit Records	2015-2019	645 CO2 399, 851, MU1 372, 725 JED1 207, 343, MI1 318, 723	Discontinued program	Paper
Records Management Officer: Kimberly Burgess Date: 04/10/2025				
Destruction & Signature Certified by Kimberly Burgess Electronically signed Date: 04/10/2025 with Quarterly Onsite Shredding by Shred-IT				
Town Board Review Date: 04/10/2025				
The adoption of the foregoing RESOLUTION was duly out in vote on motion of Councilmember Bean and seconded by Councilmember Hunter and the results were carried with 0 nay, 5 ayes.				
Roll Call Votes: Supervisor Devine ,aye; Councilmember Bean, aye; Councilmember Hunter, aye; Councilmember Macauley, aye and Councilmember Przysinda, aye.				

**Other Communication:** Town Clerk stated she received the resignation of Roxanne Adamson alternate position as a Planning Board member. Does the board wish to advertise on the website? Board members all agreed to please post for the position.

Town IT is transitioning to .gov this Friday to meet the new NYS standards. The town clerk will keep the board updated on progress.

A motion by Councilmember Bean and seconded by Councilmember Macauley to adjourn the meeting. Motion carried. Meeting adjourned 9:25 a.m. The next meeting will be the regular meeting May 8, 2025 @ 8:30 a.m. at the town hall and is open to the public. Motion carried unanimously.

Kimberly Burgess, Town Clerk  
Town of Groveland  
Dated: April 10, 2025