

**The regular meeting of the Groveland Town Board was held on Thursday December 8, 2022 at the Town Hall.**

**Present:** Bill Devine, Supervisor; Sandra Bean, Deputy Supervisor and Councilmember; Steve Atterbury, Councilmember; Amy Hunter, Councilmember and John Macauley, Councilmember  
**Other Town Officials:** D. Mark Caldwell, Highway Superintendent

**Supervisor Devine called the meeting to order @ 9:01 a.m.** Councilmember Bean led the pledge to the flag.

A motion by Councilmember Atterbury and seconded by Councilmember Macauley requested the audited bills be paid. General Fund vouchers numbered 288 –312 for \$14,695.75; Highway Fund vouchers numbered 187- 198 for \$10,277.40. Motion carried unanimously.

A motion by Councilmember Bean and seconded by Councilmember Atterbury to accept the regular meeting minutes of November 10, 2022 as presented. Motion carried unanimously.  
A motion by Councilmember Bean and seconded by Councilmember Hunter to accept the special meeting minutes of November 18, 2022 as presented. 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 and disbursed. Councilmember Atterbury and seconded by Councilmember Macauley to accept both financial reports. Motion carried unanimously.

**Information handed out/or acknowledged:**

1. Food Pantry Box- located in the town hall

**Old/New Business:**

LOCAL LAW OF 2022 – UPDATE TO 1203 UNIFORM AND BUILDING CODE- RESOLUTION 64-2022 Supervisor Devine requested Town Clerk read the public hearing notice aloud.

Public hearing opened at 9:02 a.m.

Public comments: None

Public hearing closed at 9:20 a.m.

Town Clerk Burgess stated that this is a Type 2 action and SEQR was not required, nor was neighboring notification. Livingston County Planning was notified but not required in approval.

WHEREAS notice of public hearing was duly given and said hearing duly held on the 8<sup>th</sup> day of December, 2022 to consider the enactment of the Local Law Entitled Administration and Enforcement of NYS Uniform Fire and Building Code and the State Conservation and

Construction Code to replace Local Law #1 of 2007 NYS Fire Prevention and Building Code;  
and

NOW, THEREFORE, PLEASE TAKE NOTICE that, after due consideration and deliberation, the Town Board of the Town of Groveland duly enacted said local law #4-2022 Administration and Enforcement of NYS Uniform Fire and Building Code and the State Conservation and Construction Code on this 8<sup>th</sup> day of December, 2022, and said local law and adopted thereby shall be in full force and effect as provided by law upon the filing of a copy of this local law with the Secretary of State. The local law enacted will be included in the minutes.

The adoption of the foregoing RESOLUTION was duly out in vote on motion of Councilmember Bean 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 Atterbury, aye; Councilmember Hunter, aye; Councilmember Macauley, aye.

HIGHWAY REPORT UPDATE- Highway Superintendent Caldwell stated highway crew has continued ditching on various roads. The tires that were ordered back in May have finally arrived and been installed on the truck. Work in the shop has commenced in preparation for the winter weather. The afternoon/nightshift crewmember started that shift this week.

Councilmember Bean stated when she traveled with the last snow/ wind storm Groveland's roads were kept up well.

Councilmember Hunter asked if there were any intentions of placing snow fence near an open area prior to Wilson Road heading north towards Geneseo. Highway Superintendent stated he has used all snow fence he had available at the town. Snow fence is now over \$75.00 a roll now. Highway Superintendent plans on stacking snow in that area when the town gets snow to help the blowing snow in that area. Councilmember Hunter also complimented the Highway Department in their up keep in the roads during the snow and wind recently.

Cleaning Services Contract- Resolution 63-2022- Supervisor Devine stated that this is an annual contract the town has had with the staff of FLDDSO and enjoy working with the clients.

WHEREAS, the Groveland Town board has opted to renew the existing cleaning contract with This That and More Co.; now therefore be it

RESOLVED, the Groveland Town Board authorize Town Clerk, Kimberly Burgess to renew a one year contract expiring December 31, 2023 for monthly cleaning of \$45.87/ week.

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; Deputy Supervisor & Councilmember Bean, aye; Councilmember Atterbury, aye; Councilmember Hunter, aye; Councilmember Macauley, aye.

LEGAL AGREEMENT FOR PUBLIC WATER SUPPLY RESOLUTION 65-2022- Supervisor Devine stated he was contacted by the town attorney and the agreement was a necessary part for moving forward in the water district.

WHEREAS the Town Board has met at the time and place at the town board meeting the town board has reviewed the Legal Services Agreement with David DiMatteo on December 8, 2022; and

WHEREAS, the Town Board has reviewed the Legal Service Agreement Public Water Supply District known as the town's Water District Number 1 and now therefore be it;

RESOLVED this Town Board does hereby accept the Legal Service Agreement with David DiMatteo, and authorizes Supervisor Devine to sign the agreement.

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, 5 ayes. Roll Call Votes: Supervisor Devine, aye; Deputy Supervisor & Councilmember Bean, aye; Councilmember Atterbury, aye; Councilmember Hunter, aye; Councilmember Macauley, aye.

BOND COUNSEL ENGAGEMENT LETTER- RESOLUTION 66-2022- Supervisor stated Bond Counsel Alessi stated as part of the Rural Development Grant the Town applied for it requires an additional engagement letter be supplied.

WHEREAS the Town Board has met at the time and place at the town board meeting the town board has reviewed the Engagement Letter provided by Hodgson Russ LLP on December 1, 2022; and

WHEREAS, the Town Board has reviewed the Engagement Letter for Water District Number 1 and now therefore be it;

RESOLVED, that Hodgson Russ LLP is hereby reaffirmed as Bond Counsel to the Town pursuant to the terms set forth in the engagement letter, as presented and authorizes Supervisor Devine to sign.

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

**Supervisor Communication:** Supervisor Devine stated that the town is waiting for National Grid to supply us with the purchase order to sign for the street light at State Route 408 and State Route 63 near the area of I-390 entrance and exit. It was stated in the last email the town should have received it by the beginning of this week; however, Supervisor Devine has yet to receive

the purchase order to sign and return. Supervisor Devine will follow up with the State and see if they have received any more information on their end.

Other communication: Town Clerk Burgess was notified the board at the last meeting of the need to appoint a new member for 2023 to the Planning Board as a replacement for Ms. Raschi. Town Clerk has been notified that Evelyn James is interested in the position to be appointed at the beginning of the term in 2023. Town Clerk also received notification from Randy Clymo of his interest in serving as chair for the Planning Board if the board wishes following Seth Burnette's recent notification of stepping off the Planning Board.

Board discussion: All agreed that Evelyn James would make a great addition to the Planning Board and to also add Randy Clymo to act as Planning Board Chair for 2023 and to please add both to the organizational meeting resolution.

Town Clerk Burgess stated that a check numbered 9909 was issued to her for petty cash replacement Voucher number 130 on June 10, 2022 in the amount of \$6.80. Town Clerk put the money back into the petty cash after issuance of the check and prior to cashing check however forgot to cash the check and since has lost the check. The town accountant stated for tracking purposes the board needs to approve the voiding of this check and reissue a new check.

A motion by Councilmember Atterbury and seconded by Councilmember Macauley to void check number 9909 for \$6.80 issued to Kimberly Burgess and reissue the check to Kimberly Burgess in the amount of \$6.80. Motion carried unanimously.

Town Clerk Burgess stated that following a meeting with the IT person it was his recommendation to look into upgrading our internet as download speeds are very slow and we drop internet frequently. Town Clerk contacted Spectrum as we currently do not have a cost associated with the internet but if we upgraded we would if we upgraded to approximately \$69.99/ month with the option to upgrade phone also at increased price.

Board discussion:

All agreed the days of free are very limited and the town needs to have good internet, please look into cost of phone so the board can make an educated decision based on cost with all the lines.

Councilmember Atterbury stated he would not be able to make the January or February meetings.

A motion by Councilmember Atterbury and seconded by Councilmember Macauley to adjourn the meeting. Motion carried. Meeting adjourned 9:41 a.m. The next meeting will be the year end Town Board meeting scheduled on December 29, 2022 at 9:00 a.m. at the town hall and is open to the public.

Kimberly Burgess, Town Clerk  
Town of Groveland  
Dated: December 08, 2022