

**The regular meeting of the Groveland Town Board was held on Thursday March 10, 2016 at the Town Hall.**

**Present:** Bill Carman, Supervisor; Craig Phelps, Bill Devine, Steve Atterbury, Councilman

**Absent:** John Driscoll, Town Councilman & Deputy Supervisor

**Other Town Official's in Attendance:** Greg Adamson, Highway Superintendent; David DiMatteo, Attorney

**Other Attendees:** Ron Niedermaier

**Supervisor called the meeting to order 7:54 p.m.**

A motion by Councilman Devine and seconded by Councilman Phelps the audited bills be paid. General Fund vouchers numbered 45-69 for \$20,831.16; Highway Fund vouchers numbered 39-54 for \$12,600.17; Conesus Lake Water District voucher numbered 1 for \$37,601.42 Motion carried.

A motion by Councilman Phelps and seconded by Councilman Atterbury to accept the regular meeting minutes of 2/11/16 with some grammar corrections. Motion carried.

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 Atterbury and seconded by Councilman Phelps to accept the financial reports. Motion carried.

**Information handed out/or acknowledged:**

1. Payroll & Vehicle Mileage Log available for review
2. Seasonal portion of David Gray Hill Road remains closed
3. Groveland Fire Department has started the pancake breakfasts the 2<sup>nd</sup> Sunday of each month thru March 2016
4. Town Clerk 2016 new hours in effect
5. Livingston County Directory updates given and expect the 2016 directory's to be published in late February
6. Earth Day nominations due by March 2<sup>nd</sup>; nomination forms at the Town Clerk's office
7. Teen Recognition board will recognize 4 youths from Groveland April 27<sup>th</sup>
8. Ambuscade Park – inner office is working on construction bid packet

**Old/New Business:**

HIGHWAY REPORT – Greg reported when we go to sell our 1996 East Dump trailer we have had a few calls of interest and would like the board to consider allowing us to advertise selling it ourselves and if the bids don't meet our needs we have time to send to the Palmyra auction. In Palmyra we pay a commission. The new trailer is expected around May 6<sup>th</sup>. Board agreed that seemed reasonable.

HAROLD STEWART – HAMPTON CIRCLE ROADS – The question came up last month with Mr. Stewart's recent application to the planning board for a 2 lot subdivision which would eliminate the ability to loop the roads together if approved, which raised the question whether the board can require Mr. Stewart to loop the roads and whether the roads were legally dedicated and filed properly. Town Clerk reviewed the minute records and has found where the dedication was approved but no deed or maps were filed with our office; it appears that our Town Attorney at the time, Randy Meyer did review the deed paperwork. In our search we did find the deed was filed at the Livingston County Clerk's office but no maps were filed. Supervisor Carman has referred the matter to our town attorney for further findings. Discussion started at 8:13 without attorney.

Discussion:

Supervisor Carman and Highway Superintendent Adamson both under the impression the roads would be looped.

Harold stated he recently submitted another map with the planning board for his subdivision that moved the layout 25 feet which would not block the turnarounds. Harold also stated the loop roads would be a good idea

but his finances don't allow it. It was an over active imagination of the Engineer but it is not in his plans, if the town wants to loop it then they can.

Attorney Dave DiMatteo arrived 8:30 due to the foggy weather.

Attorney DiMatteo stated the title company that prepared the records states the deed and map are filed simultaneously but the county clerk's office only shows the deed being filed. Harold presented a map at the table that he stated would be his copy of what was filed with the deed. Town Clerk stated the map is dated in 2006 and the filing occurred in 2012 and you made many changes with our highway Superintendent to make the turnarounds passable which make this map not accurate for filing. Superintendent Adamson Agreed.

Attorney DiMatteo stated with the 2004 approval of the plans it shows Phase 1 and Phase 2 on the maps and can see why the board and the highway assumed Harold's intentions were to loop the roads. Mr. Stewart you have not come back to the planning board to abandon Phase 2. We would need to verify with all the storm water review work and see if the scope covered all the phases. At this point I don't think the planning board should give any applications that would fall in the Phase 2 area until there is an official application to abandon Phase 2. Harold stated he can always leave it as grass.

Attorney stated once he has reviewed the storm water scope with the town's engineer he will then draft a letter to Mr. Stewart listing his options.

FLOORING UPDATE FOR THE TOWN HALL – Construction as you all can see is progressing nicely aside from all the drywall dust. As for the flooring choices that were emailed out we did opt to go with Bill's Carpet & Furniture Center for \$3400. The work will include replacing tiles in the front door to the Town Clerk office with a new tile of a similar color that covers approximately 4x12 area plus will choose 3 areas in the main hall to put the new tiles in to help blend the overall look. They will place a floating vinyl plank flooring in the back hall near the court that is the same flooring the contractors are installing for the bathroom, this was chosen as the mortar is cracked and will allow the new flooring to move if mortar movement is not complete. March 17<sup>th</sup> is the planned date to start floor repair; stripping and waxing will be 7-10 days later to allow the floor to cure. We are planning a full unveiling of the final construction March 31<sup>st</sup> if all goes well as the Employee Workplace Violence training is scheduled. The floor company recommended the floor be professional stripped and waxed about every 3-5 years with an estimate of \$1500 cost assuming routine proper cleaning is maintained. They are also providing a floor recommendation sheet for the everyday cleaning care.

AUDIT OF TOWN AND DEPARTMENT ANNUAL REPORTS – RESOLUTION 40-2016 – Copies of all departments reports were submitted electronically in advance to the board for review. All department audits will be included in the minutes except the AUD is filed separately in the Town Clerk's office due to its size.

WHEREAS, per General Municipal Law Section 35 the Town Board has met at the time and place at its regular meeting, to review the 2015 annual reports submitted by the Justice Court office, Town Clerk, Code Enforcement and Supervisor's; and

WHEREAS, the Town Clerk stated the Town Annual report was advertised in the official publication;

RESOLVED this Town Board does hereby accept such Annual Reports that reflects with the Town Annual Report of the Town Accounts office from Baldwin Business; fiscal year ending December 31, 2015 and that such 2015 annual reports be adopted, by this Board, be entered in the minutes of the proceedings of this Town Board, except for the AUD will be filed separately in the Town Clerk's office due to its size.

The question of the adoption of the foregoing RESOLUTION was put into vote. Motion by Councilman Phelps and seconded by Councilman Devine and the results were carried with 0 nay 4 aye votes with Driscoll Absent.

PLANNING BOARD/ZBA ON JUNK LAW AMENDMENTS – Councilman Driscoll is absent so we will review the information at the next meeting.

## **Communications by Supervisor Carman:**

- ✓ Water update with the recent WSA meeting this week they indicated their approach to the farmer was wrong as they were expecting them to cover the \$400,000 shortfall. They are coming up with new options and meeting with the farmers in the next week. The WSA is pushing for us to do a water district as it would benefit grant funding for the project to offset the \$400,000 shortfall; they say this could help reduce the annual debt service. I am still not convinced but if this board is thinking of doing a water district it is time consuming and costly, we would need WSA to do all the leg work for the district at no cost to the town then maybe we could consider it. Board agree to see what the WSA can provide for district legwork.
- ✓ Insurance claim filed 2/21/16 due to the insurance protection despite we feel at fault for the damage to one of our resident's car we are not allowed to pay out the claim nor the deductible. This was verified with our town attorney.
- ✓ I wanted to mention congratulations to Macauley Farms for Farm Bureau's Farm of the Year; Jim and Anna McCauley will be honored on April 1<sup>st</sup> which I will be attending.
- ✓ Have my secretary at a training meeting tonight in Fairport for newly elected officials that provides financial responsibilities; trainings I would like to go to but all classes are on board nights.
- ✓ School Budget Forum Meeting this Saturday March 12<sup>th</sup> at the school from 9-10:30 to discuss 2016/2017 budget plans – this is open to the public.
- ✓ Glow provided a list of 2 dates for electronic drop offs – Town Clerk's office has flyers.
- ✓ With the town vehicle in full swing now, it seems prudent for us to adjust the department's contractual lines the anticipated savings so it doesn't get spent foolishly. I will send letters to the Town Clerk & Justices once I figure the savings. We may need to do a board resolution once the amounts are known.
- ✓ Time clock audit. Attorney DiMatteo recommended the board go into executive session as it relates to employment records. Motion by Councilman Atterbury, and seconded by Councilman Phelps. Town Clerk and Highway Superintendent along with other attendees as the remainder of the agenda was complete were asked to step out. Motion carried unanimously by all present board members; entered at 9:13 p.m.

A motion by Councilman Phelps and seconded by Councilman Devine to exit executive session and enter into regular session at 9:39 p.m. with no action taken in executive session. Motion carried unanimously.

## **Councilman/Town Clerk/Other communications:**

- ✓ Town Clerk reported she will not be attending the annual Town Clerk conference as it is in Saratoga with a 3 day minimum package. The cost is nearly doubled from last year and that doesn't even include my deputy to attend. I would rather attend several other classes for me and my deputy with job related training locally at a much lower fee. The board appreciated the decision and supports the training within her budget.
- ✓ Ron Niedermaier had a few other items to report before executive session, some of which duplicated what was in the Supervisor's report, but did report he had a few citizens concerned about the new car the town bought. The board stated you were on the board when we purchased the 1995 Escort. It certainly is not lavish and is a huge cost saving measure.

A motion by Councilman Phelps and seconded by Councilman Atterbury to adjourn the meeting. Motion carried unanimously. Meeting adjourned at 10:06 p.m. The next regular meeting will be April 14, 2016 @ 7:30 p.m. at the town hall.

Dated: March 10, 2016  
Town of Groveland

---

Town Clerk, Town Clerk