

**REGULAR MEETING, TOWN OF LIVONIA**  
November 15, 2018

A regular meeting of the Town Board of the Town of Livonia, County of Livingston and the State of New York was held at the Livonia Town Hall, 35 Commercial Street, Livonia, NY on November 15, 2018.

**PRESENT:** Eric Gott, Supervisor  
Andy English, Councilmember  
Matt Gascon, Councilmember  
Frank Seelos, Councilmember  
Peter Dougherty, Councilmember  
Colleen West Hay, Clerk  
Jim Campbell, Attorney, Town of Livonia

**OTHERS PRESENT:** Several Residents.  
The Town Board meeting was called to order by Supervisor Gott at 7:00 PM.  
Gene Bolster led the pledge.

**OPEN SESSION / PRIVILEGE OF THE FLOOR**

No one from the public wished to comment.

RESOLUTION 160-2018

**APPROVE LETTER TO HEMLOCK FIRE DEPARTMENT**

Supervisor Gott mentioned that he drafted a letter to the Hemlock Fire Department to respond to their request for a stipend.

On motion of Councilmember Seelos seconded by Councilmember English the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Seelos, Dougherty)  
Nays – 0

Resolved to approve the letter to the Hemlock Fire Department informing them that based on the Town Board discussion at Budget time, the Town will not be giving the Hemlock Fire Department a stipend in 2019, but they agreed to consider some sort of financial support as the 2020 Budget is prepared.

RESOLUTION 161 - 2018

**APPROVE MINUTES**

On motion of Councilmember Dougherty seconded by Councilmember Gascon the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Seelos, Dougherty)  
Nays – 0

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Resolved to approve the minutes from November 1, 2018.

RESOLUTION 162-2018

**INTRODUCE LOCAL LAW – CHANGES TO SECTION 150-37. WD WATERFRONT DEVELOPMENT DISTRICT**

Attorney Campbell shared that he drafted a proposed local law to modify the section of the code to add residential as a permitted use in the Waterfront Development District based on the direction he was given by the Town Board at a previous meeting. He shared that he has already referred the proposed law to the County Planning Board for their meeting on December 13. If the Board wishes to schedule a Public Hearing, the earliest that could happen is January 2019.

On motion of Councilmember Dougherty seconded by Councilmember English the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Seelos, Dougherty)  
Nays – 0

Resolved to introduce proposed Local Law #1-2019 regarding changes to section 150-37. WD Waterfront Development District (see attachment at end of minutes).

RESOLUTION 163-2018

**SCHEDULE PUBLIC HEARING RE LOCAL LAW – CHANGES TO SECTION 150-37. WD WATERFRONT DEVELOPMENT DISTRICT**

On motion of Councilmember Dougherty seconded by Councilmember English the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Seelos, Dougherty)  
Nays – 0

Resolved to hold a Public Hearing on January 17 at 7 PM at the Livonia Town Hall to consider proposed Local Law #1-2019 regarding changes to section 150-37. WD Waterfront Development District.

Attorney Campbell will prepare the Public Hearing Notice.

**DISCUSS SNOW REMOVAL AT TOWN HALL AND LIBRARY**

Supervisor Gott talked to Library Manager Frank Sykes. The person Mr. Sykes had in mind to shovel cannot do it. Supervisor Gott proposes that the Town go with Extreme Lawn Care. He confirmed that they use the concrete safe material.

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RESOLUTION            164-2018

**APPROVE EXTREME LAWN CARE FOR SNOW SHOVELING**

On motion of Councilmember Seelos seconded by Councilmember Gascon the following resolution was

ADOPTED    Ayes -            5 (Gott, English, Gascon, Seelos, Dougherty)  
                  Nays –            0

Resolved to approve Extreme Lawn Care to shovel/salt at the Town Hall and Library at a cost of \$60 per trip for the Town Hall, and \$65 per trip for the Library.

**TOWN HALL CLEANING UPDATE**

Supervisor Gott indicated that he spoke with the Ciceros regarding the Board’s decision to have a Town employee (Sheila Staley) clean this building. Ciceros were fine with that, and they also stated that Sheila could start now. Supervisor Gott contacted Sheila, but she was unable to clean the Town Hall two weeks ago. Sheila now has keys and equipment and is all set to go. She will shampoo the carpets and wash windows and be paid by the hour on voucher.

Supervisor Gott will work with Clerk Hay to draw up a Resolution recognizing the Cicero family (Top Cat Cleaning) for cleaning the Town Hall for 35 years. He would like them to come to the December meeting for presentation of the Resolution.

RESOLUTION            165-2018

**AGREEMENT TO SPEND TOWN HIGHWAY FUNDS**

On motion of Councilmember Gascon seconded by Councilmember Dougherty the following resolution was

ADOPTED    Ayes -            5 (Gott, English, Gascon, Seelos, Dougherty)  
                  Nays –            0

Resolved to approve the 2019 Agreement to Spend Town Highway Funds in the amount of \$756,670 for general repairs on 58 miles of town highways to include payroll, crushed stone, culvert pipes, ditching, chip sealing, stripping, black top, rocks, patching and big rocks on Decker Road, Cleary Road, Stone Hill Road, Townline Road, Pennemite Road, Coy Road, and Shelly Road.

**TOWN CLERK’S REPORT AND UPDATES**

October 2018 Financial Report:

Paid to Supervisor for the General Fund	\$4,284.14
Paid to County Treasurer for Dog Licenses	\$402.50
NYS Comptroller’s Office (Bingo and Games of Chance Licenses)	\$33.75

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Paid to NYS Ag & Markets for the Spay/Neuter Program	\$155.00
Paid to NYS Environmental Conservation for Hunting/Fishing Licenses	\$1,463.51
State Health Department (marriage licenses)	\$67.50
<b>TOTAL DISBURSEMENTS</b>	<b>\$6,406.40</b>

**Sexual Harassment Prevention Training Update**

- Clerk Hay reported that Livingston County Sheriff's Deputy Mike Titus is able to offer both Workplace Violence Training and Sexual Harassment Prevention Training.
- The NYS Department of Labor has videos on their web site, but the videos alone are not enough because they are not interactive. If we use the videos for training purposes, we must also: ask questions of employees as part of the program; accommodate questions asked by employees, with answers provided in a timely manner; or require feedback from employees about the training and the materials presented.

The Board discussed training options. They would like to minimize costs as much as possible and make it convenient for all employees to participate. They decided to wait until next year to see if the Department of Labor will come up with an interactive online training.

**Christmas Tree Lighting Ceremony**

- There will be a Christmas Tree Lighting Ceremony at the corner of Commercial and Main Streets on Friday, November 30. Clerk Hay does not know what time the ceremony is, but she will let the Board know when she finds out.

RESOLUTION 166- 2018

**APPROVE TOWN CLERK REPORT**

On motion of Councilmember Seelos seconded by Councilmember English the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Seelos, Dougherty)  
Nays – 0

Resolved to approve the Town Clerk Report for October 2018 as presented.

RESOLUTION 167-2018

**HIRE CLERK, PART-TIME**

On motion of Councilmember Dougherty seconded by Councilmember Gascon the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Seelos, Dougherty)  
Nays – 0

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Resolved to hire Melanie Bishop as Clerk, Part-time beginning November 10, 2018 to replace Marianne Coger at rate of pay of \$10.40 per hour.

RESOLUTION 168 - 2018

**AUDIT OF CLAIMS**

On motion of Councilmember Gascon seconded by Councilmember Dougherty the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Seelos, Dougherty)  
Nays – 0

Resolved to pay claims 880-930 in the amount of \$40,417.60 from the Abstract dated 11/15/2018.

RESOLUTION 169 - 2018

**EXECUTIVE SESSION**

On motion of Councilmember Gascon seconded by Councilmember English the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Seelos, Dougherty)  
Nays – 0

Resolved to enter into Executive Session with Attorney Campbell at 7:20 PM to discuss the employment history of a particular person.

RESOLUTION 170 - 2018

**RETURN TO REGULAR SESSION**

On motion of Councilmember Seelos seconded by Councilmember Dougherty the following resolution was

ADOPTED Ayes - 5 (Gott, English, Gascon, Seelos, Dougherty)  
Nays – 0

Resolved to return to Regular Session at 7:46 PM.

With no further business, on motion of Councilmember Seelos seconded by Councilmember Dougherty the meeting was adjourned at 7:46 PM.

Respectfully Submitted,

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Colleen West Hay, RMC, CMC  
Town Clerk