

REGULAR MEETING, TOWN OF LIVONIA
April 19, 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 Livonia Town Hall, 35 Commercial Street, Livonia on April 19, 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. Earl Hay led the pledge.

OPEN SESSION / PRIVILEGE OF THE FLOOR

Supervisor Gott opened the floor for comments. No one wished to speak.

RESOLUTION 68-2018

APPROVE MEETING MINUTES FROM 4/5/2018

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 approve the meeting minutes from April 5, 2018.

TAX COLLECTION REPORT – FINAL 2018

Clerk Hay gave the following tax collection report:

TAX COLLECTION REPORT FINAL 2018

Total Supervisor Receipts	\$3,069,014.00
Taxes Collected by Treasurer	\$230,135.65
Advances by Collector to Treasurer	\$1,500,000.00
Tax Roll Adjustments	\$2,201.74
Returned Unpaid Taxes	\$447,809.83
Total Unpaid Notice Penalties*	\$0.00

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Cash Settlement (To Treasurer)	\$2,536,895.31
Total Tax Roll	\$7,786,056.53

*Unpaid notice penalties were rescinded for 2018 by Town Board resolution on 3/1/2018.

TOTAL DUE TO SUPERVISOR FOR ALL PENALTIES	\$8,276.50	Collection Summary Report, Penalty Amount
PLUS MAIL FEES COLLECTED	\$0.00	Collection Summary Report, Notice Fee
PLUS MAIL FEES DUE FOR UNPAID PARCELS	\$0.00	Year End Report, All Inclusive, Total Charge (166 unpaid X \$2)
SUBTOT	\$8,276.50	
LESS ALREADY PAID TO SUPERVISOR	\$2,592.11	Check #1473 on March 11, 2017
BALANCE DUE	\$5,684.39	Check # 1477 on April 17, 2018

Bank Balance as of 4/13/2018: \$5,870.36
 Less check to Supervisor : \$5,684.39
 Balance in account: \$185.97 (overpayments that were refunded/ not cashed)

Town Clerk Updates:

Non Disclosure Agreement

Attorney Campbell and Clerk Hay worked on a Non-Disclosure Agreement for vendors, and presented a draft for the Board's consideration.

Shredding Information

A resident called asking about disposing of a large amount of confidential paper. Clerk Hay asked if the Board would be interested in sponsoring a shredding event for our residents. CDD&R is our current shredding vendor, and they do on-site shredding events. They would bring a truck here on site, for \$175 an hour. (This is a discounted rate because we are current customers.) They suggest 2 hours, and the earliest they will do is 9 AM. They said we could bring the Town's shredding and get that done at the same time. Clerk Hay tried to get pricing from several other vendors, but no one got back to her. Supervisor Gott was in favor of scheduling a date for a shredding event at the Town Hall separate from our Bulk Clean-up date. A resident suggested coordinating our event with the Town of Conesus.

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RESOLUTION 69-2018

AUTHORIZE CLERK HAY TO SCHEDULE BULK SHREDDING EVENT

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

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

Resolved to authorize Clerk Hay to schedule a 2-hour bulk shredding event with CDD&R at a cost of \$175/hour.

IT Committee Update:

- Datto Services/Consolidating Virtual Servers
 - Clerk Hay discovered over the weekend that the SQL database for Laserfiche has not been being backed up. She informed the board that there are two options:
 - Pay to have the 3rd server backed up along with the first two: We currently pay \$299/ month for backing up two of the servers. To add the third would be another \$121/month. We also pay \$19.99/month/server for server monitoring. (Total \$39.98/month as of now). To add another server would be another \$19.99/month. Summary: total monthly cost now = \$338.98. To add another server would bring the cost to \$479.97/month.
 - Consolidate the Virtual Machines (VMs). The IT committee recommends consolidating. Bill at Hurricane said they could consolidate the VMs. He said it would take about 5 hours, at an estimated cost of \$525.

RESOLUTION 70-2018

HIRE HURRICANE TECHNOLOGIES TO CONSOLIDATE VMS

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 hire Hurricane Technologies to consolidate Virtual Machines on the server for an estimated cost of \$525.

IT Committee Update (Continued):

- Office 365: The IT Committee is recommending that the Town think about

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switching to Office 365 instead of purchasing Microsoft Office for each computer. The reasons for the recommendation are:

- Save money – Each Office 365 license allows you to connect 5 users. Because the state provides for the court computers, we would have 10 users, and need 2 licenses. The cost to for the licenses would be \$990 over the life of a computer (5 years). Office 2016 must be purchased for each computer (not user) and would cost \$2,925 for the same five year period (13 computers). This is a savings of \$1,935 over 5 years.
- Avoid end of life issues – Each Microsoft Office version is only supported for a certain period of time. After that, security patches are not provided. By subscribing to Office 365, we will always have the latest security.
- Adobe Photoshop for Historian
 - Adobe Photoshop is only available by subscription, and the cost is \$20.99/month. Nik Varrone thinks there might be a less expensive solution. He wants to talk with Betty to see what she needs the software for, and then will research to see if there is something free or lower cost available.
- Web filtering
 - The IT Committee recommends the following for web filtering: Adult/Mature, Malware, Pornography, and Violence/Hate/Racism. The Board agreed that these were appropriate.

RESOLUTION 72-2018

REINSTATE \$2 SECOND NOTICE MAILING FEE

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

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

Resolved to Reinstate \$2 second notice fee beginning with the 2019 Town and County Tax Collection.

RESOLUTION 73-2018

APPROVE FINAL TAX COLLECTION REPORT FOR 2018

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

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

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Resolved to approve the Final 2018 Tax Collection Report.

HEMLOCK SIDEWALK PROJECT

Supervisor Gott reported that he spoke with Mike Barnard regarding having a sidewalk meeting at the Jack Evans Community Center.

DISCUSS VITALE PARK PROPERTY OFFER

Supervisor Gott stated that the Assessor's Clerk provided the assessed values on two parcels near Vitale Park that have been offered for sale to the Town of Livonia. Attorney Campbell advised that the Town Board cannot conduct a referendum regarding the purchase, but if they need to borrow money to fund the purchase, then that action would be subject to permissive referendum. The asking price is \$100,000 for the 2 properties and their combined assessment is \$69,000. Councilmember Gascon stated that he would like to get public input before making a decision. The Town Board tabled discussion until the next meeting.

RESOLUTION 74-2018

MULCHING AT HEMLOCK PARK

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

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

Resolved to approve Mike Benson to perform mulching/weeding at Hemlock Lake Park for a cost of \$1,615.

RESOLUTION 75-2018

BOWEN PARK UPGRADES

Supervisor Gott informed the Board that he and Councilmember Dougherty discussed the ball fields at Bowen Park. The dugouts are in rough shape. In the past, the Town has purchased the materials and the Village has done the work. The materials needed this year will cost \$3,000 to do both fields, and there is money in the budget for field maintenance.

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

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

Resolved to approve the purchase of materials to refurbish the dugouts at Bowen Park at a cost not to exceed \$3,000.

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AUTOMATIC DOORS

Supervisor Gott shared that Imperial Door Controls out of Tonawanda quoted \$600 less than Access Ramps and Doors to put an automatic door opener on the North doors at the Town Hall.

EDUCATION BUILDING AT VITALE PARK

Supervisor Gott mentioned that progress on the Education Building at Vitale Park is moving quickly. He would like to have a painting party to paint the inside and will send dates out to everyone. He added that he received pricing on an epoxy floor. There is only one vendor in the area that does this type of work. The cost is high at \$16,740 because of prevailing wage. The benefit of an epoxy floor is that it will not break, chip or stain. It is textured so as to not be slippery when wet. He will obtain pricing for other flooring product options.

STORAGE SHED AT VITALE PARK

Councilmember English revealed that he spoke with Park Manager Mo Watson last week. He is out of storage room at the park. Councilmember English asked if the Board could think about purchasing something feasible that is portable. Supervisor Gott explained that the Town has a 20-year lease on the state owned portion of land at the park. We can build a structure; it does not have to be portable. Supervisor Gott suggested that the Town Board think about it for next year.

UPCOMING PROGRAMMING

Charlie Braun shared the upcoming programming at the Chip Holt Center, Vitale Park:

- May 2 FEMA education event at 6:30 PM
- May 30 Erosion and Sediment Control

RESOLUTION 76-2018

AUDIT OF CLAIMS

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 pay claims 301-349 in the amount of \$110,445.46 from the Abstract dated 4/19/2018.

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RESOLUTION 77-2018

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 at 7:31 PM with Livonia Public Library Board members Sally Collins and Brian Donnelly to discuss the employment history of specific individual.

RESOLUTION 78-2018

RESUME REGULAR SESSION

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 resume regular session at 7:56 PM.

With no further business, on motion of Councilmember Gascon seconded by Councilmember Dougherty, the meeting was adjourned at 7:56 PM.

Respectfully Submitted,

Colleen West Hay, RMC
Town Clerk