

Official Minutes

A regular meeting of the Town Board of the Town of Lima, County of Livingston and the State of New York was held at the Town Hall, 7329 East Main Street, Lima, New York, on the 2nd day of January 2018 at 6:00 P.M. Notice was printed in the Mendon-Honeoye Falls-Lima Sentinel.

PRESENT: Supervisor, Michael Falk- Start of 4 year term
Councilperson, Cathy Gardner
Councilperson, Bruce Mayer- Re-elected
Councilperson, Bill Carey- Re-elected
Councilperson, Dan Marcellus
Town Clerk, Jennifer Heim, CMC/RMC
Town Attorney, Jim Campbell - New Appointment

EXCUSED: Highway Superintendent, Keith Arner

** indicates discussion during the organizational meeting for each board.

Supervisor Falk called the meeting to order at 6:08 P.M., with the Pledge to the Flag.

Guest(s): Marty Gardner, George & Fran Gotcsik, John Bailey, John & GiGi Correll, Doug Best, Gerald Donaghy and John Wadach

Supervisors Report

Supervisors report was not completed for the meeting.

Audit of Claims

Resolved that the bills contained on Abstract #1 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Funds:	No. 1 through 14	\$ 29,742.68
Water Funds 1, 2, &3:	No. 1	\$ 971.00
Highway Funds:	No. 1 through 7	\$ 8,330.68

On a motion by Councilperson Mayer, seconded by Councilperson Gardner the vote went as follows:

CARRIED Ayes: 5 Falk, Gardner, Mayer, Marcellus, Carey
 Nays: 0

2018 Organizational Appointments

After discussion and changes, the board approved the following on a motion by Councilperson Carey, seconded by Councilperson Gardner. All in favor.

Town Bank:	Five Star Bank
Secondary:	M&T, Canandaigua National and Tompkins Bank of Castile
Official Town Newspaper:	The Mendon-Honeoye Falls-Lima Sentinel
Accounting & Payroll:	Baldwin Business Services
Supervisor:	Michael Falk
Town Justices:	Elvira Luhowy & Harold Harris
Deputy Supervisor:	Daniel P. Marcellus
Town Clerk/Tax Collector:	Jennifer Heim
Deputy Clerk:	Mary Smith
Superintendent of Highways:	Keith Arner
Building Inspector	Charlie Johnson
Librarian:	Megan McLaughlin
Historian:	Joyce Rapp
Records Management Town:	Jennifer Heim
Records Management Court:	Carol Tichenor
Court Clerk:	Carol Tichenor
Court Liaison:	Bill Carey
Town Attorney:	James Campbell
Secretary to Joint PB/ZB Boards:	GiGi Correll
Secretary to BAR:	New Position– In process of hiring
Maintenance:	Roy Moses
Town Engineer:	Clark Patterson Lee
Registrar of Vital Statistics:	Jennifer Heim
Deputy Registrar:	Mary Smith
Representative-County Traffic	Bruce Mayer
Alternate:	Michael J. Falk
Custodian:	Kasey Fraser

All highway bills, water bills and general bills to be audited the first meeting of the month.

MUTUALLY AGREED ON LIAISON POSITIONS:

Liaison to Highway Department:	Michael J. Falk
Liaison to Planning Board:	Cathy Gardner
Liaison to Parks Commission:	Dan Marcellus & Bill Carey
Liaison to Library Board:	Bruce Mayer
Liaison to Ag Committee	Cathy Gardner
Liaison to Community Services:	
Crossroads:	Dan Marcellus/Bill Carey
Golden Age:	Bruce Mayer
Liaison to Cemeteries/Lawn Care:	Bill Carey
Liaison to Zoning Board of Appeals:	Cathy Gardner
Liaison for Village:	Michael J. Falk
Facilities Planning & Buildings/Grounds:	Town Board
Master Plan Communications:	Town Board
Personnel & Employee Relations:	Michael J. Falk & Dan Marcellus
Marketing Commercial & Industrial Growth:	Dan Marcellus/ T. Board
Expansion of Recreation Program:	Bruce Mayer
Project Funding & Grants:	Bill Carey/T. Board
Historical Society:	Bruce Mayer
Liaison to Fire Department:	Dan Marcellus
Liaison to American Legion:	Michael J. Falk
Liaison to VFW	Michael J. Falk

The standard workday for retirement calculations for elected and appointed officials, not subject to time and attendance reporting, shall be 6 hours. These positions include: Town Board Members, Assessor, Highway Superintendent, Town Justices and Town Supervisor.

Town Boards & Commissions

Joint Town & Village Planning Board - Meet 3rd Wednesday of each month & 5 year terms

Chairman

George Gotcsik (T) 7364 East Main Rd. 624-1854 2014-2018

Vice Chairman

George Harvey (T) 2563 Poplar Hill 624-1981 2017-2021

Members

Andrew Britton (V) 7371 East Main Street 991-9809 2017-2021

Ericka Gruschow (V) 1729 Parkside Place 506-2170 2017-2021

Colleen Allen (T) 1325 Rochester Street 624-1522 2015-2019

Doug Best (T) 1411 Bragg Street 582-2956 2018-2022

Paul Osborne (V) 7379 East Main Street 624-8186 2012-2021

Alternate – Advertising – Currently Open (Amy Klausner moved)

** Supervisor Falk suggested after a term is served that a 1 year leave should be in place.

Doug Best's term was up this year. Councilperson Gardner, as Liaison to the PB, ZB and Ag board, stated that advisory boards meet a limited number of times due to application activity, that volunteer members gain valuable experience as they participate in application review and attend required annual training and that she stands by her recommendation that experienced members with records of good conduct, attendance and participation be reappointed when they request to serve another term. With that, she recommended reappointment of Doug Best to the planning board.

Councilperson Mayer and Carey agreed.

Councilperson Marcellus asked if this discussion was based on reappointment or policy changing. Falk stated there are not enough young people from the community on boards. Gardner said she believes that age is not a relevant factor, but pointed out that there are 2 new members to the board, Village appointees, Ericka Gruschow & Andrew Britton. Marcellus suggested we work on process first and then appointments/reappointments.

During above discussion Doug Best asked to speak to the board and mentioned his involvement with the community of Lima for a long time serving on many boards. He mentioned the planning board is his major

commitment and understands that Supervisor Falk wants change and change is good but that he sees a handful of people wanting to volunteer and having not been educated to these roles. He suggested a new alternate be mentored by the current board for future.

Supervisor Falk, after the above discussion, agreed to reappointment Mr. Best.

Discussion was held regarding the opening for an alternate member to the planning board. Agreement was reached to advertise the vacancy to solicit applications from any interested member of the community. Once all applications are compiled, board members will review applicant qualifications and establish an interview process.

Zoning Board of Appeals - Meet as needed & is 5 year terms

Chairman

John Bailey (T) 1887 Livingston Street 624-1060 2017-2021

Vice Chairman

Jim Van Dick (V) 2031 Rainbow Lane 624-5817 2017-2021

Members

Dennis Neenan (T) 2275 Clay Street 582-1345 2018-2022

Duane Thompson (T) 2630 Clay Street 624-1423 2015-2019

Duane Fuller (V) 1840 Genesee Street 624-7452 2015-2021

Andy Matthews (T) 7340 Doran Lane 624-1386 2014-2018

Steve Werner (V) 7280 Kober Drive 624-2611 2017-2021

**Councilperson Gardner stated that Dennis Neenan has served on the Town ZBA for many years, he chaired the ZBA for many of these years and further, as long-time Town of Lima representative to the Livingston County Planning Board, he participates in the review of applications from every town in the county. She stated that Mr. Neenan is one of the most knowledgeable and highly regarded board appointees in the Town and most probably in the County and that she could not imagine not reappointing him, given that he has indicated his interest in serving another term. John Bailey, guest and Chairman of the Town of Lima ZBA, agreed that Neenan is very knowledgeable and expressed strong support for his reappointment. A motion by Councilperson Gardner to reappoint Dennis Neenan, seconded by Councilperson Carey, the vote went as follows:

CARRIED Ayes: 5 Falk, Gardner, Mayer, Marcellus, Carey
 Nays: 0

Board of Ethics - Must not be more than 3 members of the same political party & 5 year terms

John Andrews (D)	6963 W. Main Street	582-1137	2011-2020
Michael Oklevitch (R)	7261 Kober Drive	582-2053	2015-2019
Kevin Simmons (R)	7446 East Main Street	624-5586	2014-2018
Hildegarde Turk (R)	7420 College Street	624-1399	2013-2017
Mary Jule Welch (D)	1738 Rochester Street	624-4206	2012-2016

**Supervisor Falk mentioned Hildegarde Turk’s term being up and no applicants were interested in said board. This vacancy will be tabled until discussion is held with Hildegarde, whether she would like to remain on said board.

Town Assessor - 6 Year Term

Tami Snyder	624-6120	2017-2022
Marilyn Zaludny-Clerk		

Assessment Board of Review - Meet once or twice a year & 5 year terms

Colleen Allen	1325 Rochester Road	624-1522	2014-2018
Doug Best	1411 Bragg Street	582-2956	2018-2022
John Sylvester	7457 East Main Street	582-2223	2015-2019
Roy W. Moses	2713 Poplar Hill Rd.	346-2117	2016- 2020
Gigi Correll	1717 Parkside Place	624-3660	2017-2021

**Supervisor Falk mentioned Assessor Snyder’s recommendation to reappoint Doug Best. Councilperson Gardner said having experienced members on this board for hearings during the 2018 Town-wide revaluation will be most helpful, per assessor, Tami Snyder. Councilperson Carey agreed. Doug Best said it would be difficult to put someone without real property experience on this board in this year. Falk said he was inclined to accept Tami’s recommendation.

Parks Commission – No Terms

Tim Curran
Charlie Johnson
Christian Nikodem

Ben Dodzweit
Virginia Mazzarella

**Supervisor Falk said this board has no structure or minutes and applicants have showed interest for this board. Councilperson Marcellus did take minutes at the last meeting and agreed minutes should be taken so the community is aware of what's happening and structure be put in place for this commission. Councilperson Gardner stated the town board has never appointed members for this board in the 10 years she has been Councilperson. John Correll of the village board said there have never been any officers, President or Vice President, on this board. Marcellus suggested placing this topic on the agenda for discussion at the joint town and village board February 13th at 6:30 PM. Councilperson Gardner mentioned that the Town and Village enacted a joint regulation for the park in 2015, and that it dealt with park policies and management, but that she did not recall reference the park committee as part of that agreement. Falk mentioned he heard the village crew does most of the work because they are cheaper. Councilperson Gardner said that was inaccurate, that she had never heard of park work being allocated on the basis of wages. Rather, the town highway crew rates reflect the equipment they operate and they are engaged in town and county roadwork during the summer months, while the village crew is staffed to maintain the park, with half of these costs paid by the town

Historic Preservation Commission

Fran Gotcsik	2016
Robin Hargrave	2017
Rose Reynolds	2018
Karen Hanson	2019
Robin Ha	2017

** Councilperson Gardner said the town board has not appointed members to this commission; rather these appointments have been made by the Village Board.

Green Energy Committee – No Terms

Jim Alday
Doug Best
Anthony Powell

**Supervisor Falk mentioned receipt of applicants interested in the Green Energy Committee. Councilperson Gardner said this is also a village appointment and interested applicants need to apply there.

Agricultural Advisory Committee- 3 Year Terms

Dennis Neenan, Chairman	2014-2016
Ted Zornow	2015-2017
Dick Gruschow	2014-2016
Ed Blodgett, Jr.	2013-2018
Ron Blodgett, Jr.	2015-2018
Jeff Shanks	2015-2017
Mike Neenan	2015-2017
Marc Krieger, Alternate	2015-2017

**Councilperson Gardner indicated this Committee meets as needed, its input is sought in cases when proposed development or zoning change could potentially impact the town’s agricultural zoning district or farming operations within the district. Councilperson Gardner also said she does not see any reason to change members at this point. Supervisor Falk asked if committee membership was limited to people in farming. Councilperson Gardner said that specifications for membership are included in town code and that she would need to reference that code, but that most members are required to be engaged in farming as the advisory input of the committee deals with impacts on agriculture.

Lima Golden Age Club

Marilyn Stuart & Barb York – Co-Chairing		
Joan Riley	Secretary	624-4160
Sue Menz	Sunshine Chairman	

Library Board – 5 Year Terms

Shirley Caccamise, President	2015-2019
Christina Preston, V. President	2017-2021
Sharon Neenan, Secretary	2013-2017
(Will be returning for another term, per Megan)	
Sandi Shusda, Trustee	2014-2018
Cathy VanHorne, Trustee	2017-2021

Volunteer Pool

Planning Board

Doug Best
Nicole Snyder
Jon Belec
Jacob Button
Leta Button
Tom Simpson
Ed Reed
Mark Petroski

Zoning Board

Dennis Neenan (T)
Nicole Snyder
Jon Belec
Mark Petroski

Assessment Board of Review

Doug Best
Nicole Snyder
Jon Belec
Jacob Button
Leta Button
Mark Petroski

Parks

Nicole Snyder
Jon Belec
Jacob Button
Leta Button

Green Energy

Tom Simpson
Ed Reed
Jacob Button

Historic Preservation

Jon Belec

Library Board
Leta Button

Special Meetings - may be called with a two day notice and public posting in 3 locations, example: Town Clerks Legal Bulletin, Kirkwood's, USPS and Lima Diner, with notice given to the news media as well.
Dated January 2, 2018

2018 Schedule of Salaries

Town of Lima Salaries of Elected, Appointed Officers and Employees.

Supervisor	\$12,709
Town Board Members	\$4,031
Town Justice	\$10,379
Court Clerk	\$15.00
Town Clerk	\$37,644
Deputy Town Clerk	\$12.78
Highway Supt.	\$68,600
Motor Equipment Operator	\$25.95
" "	\$24.10
" "	\$24.60
" "	\$20.60
Laborer, PT	\$13.91
Library Director	\$34,650
Town Attorney	\$175.00 per hour
Code Enforcement Officer	\$17,510
Hall Janitor	\$14.42
Historian	\$1360
Assessors Clerk	\$17.38
Assessor	\$24,000
Building Maintenance	\$14.42
PB/ZB Secretary	\$12.00

Resolution #1 of 2018 – Blanket Undertaking

WHEREAS, section 11 of the Public Officers Law authorizes the governing body of a municipality to procure a blanket undertaking to cover officers, clerks and employees of the municipality who would otherwise be required to post an individual undertaking; and

WHEREAS, such blanket undertaking must indemnify against losses through the failure of officers, clerks or employees to faithfully perform their duties or account for moneys or property received by virtue of their position or employment and through fraudulent or dishonest acts committed by officials, clerks or employees covered there-under, now, therefore, be it

RESOLVED, that the Lima Town Board consents and approves a blanket undertaking to cover all officers, clerks and employees required by law to post an undertaking which undertaking shall be provided by the following policies:

- Public Officials Liability Policy, provided by NYMIR, Policy Number MPOLTMA001.
- Government Crime Policy provided by NGM Insurance Company, Policy Number F200038.

Dated at Lima, New York
January 2, 2018

LIVINGSTON COUNTY
LIMA TOWN BOARD
LIMA, NY 14485

THIS IS TO CERTIFY that I, the undersigned Clerk of the Lima Town Board of the County of Livingston, have compared the foregoing copy of resolution with the original resolution now on file in this office and which was duly adopted by the Lima Town Board of said County on the 2nd day of January, 2018 and that the same is a true and correct transcript of said resolution and of the whole thereof.

IN WITNESS WHEREOF I have hereunto set my hand and the official seal of the Lima Town Board of the County of Livingston, this 2nd day of January, 2018.

Upon motion by Councilperson Mayer to accept the blanket undertaking, seconded by Councilperson Carey, the vote was unanimous.

December 28th Minutes

Minutes from the December 28th meeting were not yet completed. Same will be approved at the February 6th meeting.

Mileage Rates

Mileage rate for 2018 is \$0.54.5

GCC Walkway

After discussion, it was agreed to have Engineering Firm, Clark Patterson Lee survey the area and determine how many easements are needed from Ziegler road to Gale road. Updates will continue as information becomes available.

Social Media Policy

To be discussed at the Joint Town and Village meeting February 13th at 6:30 P.M.

Post Office

Supervisor Falk spoke with Tonya, USPS, who said the Post Office ceiling is leaking and water can be heard dripping behind the wall. Supervisor Falk is meeting with Tanya to walk through other potential locations for the post office. Their lease is up October 2019. Updates will follow as information becomes available.

Speed Trailer

Supervisor Falk said he has a packet of information on different types/styles of radar equipment. He will give this information to Highway Superintendent Arner to determine the proper set-up in order for the equipment to gather speed information. Councilperson Gardner indicated that study of speed monitor purchase had been started at her suggestion and she volunteered to work with Arner on evaluation of equipment and Falk agreed.

Extend Temporary Land Use Moratorium Prohibiting Large Scale Solar Installations

Councilperson Gardner informed the board that she contacted Jessica Bacher, seeking an update on the State's upcoming guidance document for siting in

agricultural communities and that she will advise the board when it is finalized. After board discussion it was agreed to have Town Attorney James Campbell draft a local law extending the current moratorium in place, prohibiting large scale solar installations. This local law will be reviewed and discussed at the February 6th meeting. If agreed, a public hearing to pass said proposed local law will be held at the March 6th meeting.

Blue Heron Logistics

Supervisor Falk informed the board that Blue Heron Logistics, LLC will be the Lima Crossroads Blues Festival Sponsor of \$2500. Kudos goes to Jim Shelley for soliciting said donation.

Upon Motion by Councilperson Marcellus to adjourn at 7:20 P.M., seconded by Councilperson Mayer, the vote was unanimous.

Respectfully Submitted by:

Jennifer Heim, CMC/RMC