

Regular Geneseo Town Board Meeting

Thursday, August 13, 2015

A Regular Meeting of the Geneseo Town Board was held on Thursday, August 13, 2015 at the Long Point Park pavilion, in Geneseo, New York.

PRESENT: William S. Wadsworth, Supervisor
Roberta Irwin, Deputy Supervisor
Jerald Wrubel, Councilman
Felicisimo Manapol, Councilman
Patti LaVigne, Councilwoman

ALSO PRESENT: Larry Levey, Highway Superintendent
Courtney Kennedy, Town Clerk
Ronald Maxwell, Code Enforcement Officer
Dan Gocek, Underberg & Kessler
Miranda Reid—Liv. Co. Planning Dept, Liv. Co. Watershed Manager
Cathy Higgins—Liv. Co. Dept. of Health, Liv. Co. Watershed Inspector
Kevin Niedermaier, Director Livingston County Office of Emergency Management
Gene Bolster, Conesus Lake Association
Al Dietrich, Conesus Lake Association
Robert Harris, Planning Board member
Conrad Baker, Genesee Sun
Joanne Harris
Dale Sells
Rob Sells
Dr. Randall Gilbert
Olivia Timothy
Ann Meagher
Georgene Ehmann
Vince DiSalvo
Judith Bubel
Mary Kaye Meehan
Elizabeth Banker
Joseph Ferrero
John Stanley
Robert Banker
Joahn Ferrero
Chad Timothy
Kathleen Trainor
Margaret Duff
Norman Anderson
Eric Russell
Bob Brennan

MEETING OPENING, APPROVAL OF MINUTES, ABSTRACT OF VOUCHERS & BUDGET TRANSFERS:

Supervisor Wadsworth called the meeting to order at 7:00 p.m. Councilwoman Irwin led the pledge to the flag and a moment of silence was held for men and women serving around the world.

The board reviewed the minutes of the meeting on July 9th. Councilwoman Irwin moved and Councilman Wrubel seconded the motion to approve the minutes of July 9, 2015, with a correction to the spelling of hearing on page four. Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol- aye, LaVigne-aye. Nays: None.

The board reviewed abstract #8 of 2015. Councilwoman Irwin moved and Councilman Wrubel seconded the motion to approve payment of abstract #8 in the following amounts:

General A vouchers #545 thru #644	\$61,793.08
General B vouchers #549 thru #646	\$ 4,952.55
Highway DA vouchers #549 thru #644	\$12,141.62
Highway DB vouchers #549 thru #580	\$ 8,814.56
Special Light District voucher #619	\$ 208.53
Sewer District voucher #549 and #641	\$33,541.42
Water O&M SWO vouchers #544 thru #645	<u>\$72,866.50</u>
Total	\$194,318.26

Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol-aye, LaVigne-aye. Nays: None.

Councilman Wrubel moved and Councilwoman Irwin seconded the motion to approve the ***budget transfers*** as attached to the official minute book. Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol-aye, LaVigne-aye. Nays: None.

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BUDGET UPDATE:

Supervisor Wadsworth informed the board members that numbers are being calculated with the state formula to figure out what two percent will be for next year. The board was informed that the appropriation cannot be increased over 0.78%, resulting in less than \$10,000 to work with. Supervisor Wadsworth explained that the budgets for the past seven years have been preparation for this time; we will not have any problems this year.

FUND BALANCE POLICY:

Councilman Wrubel moved and Councilwoman LaVigne seconded the motion to adopt the Fund Balance Policy as follows:

Town of Geneseo Fund Balance Policy

General and Highway Funds, Townwide and Part-Town

"Fund Balance" is the total accumulation of operating surpluses and deficits since the beginning of a local government's existence. According to GASB 54, there are currently five categories of fund balance:

- NonSpendible - Resources that inherently cannot be spent such as accounts payable.
- Restricted - Net fund resources subject to legal restrictions that are externally enforceable including restrictions imposed by constitution, creditors or laws and regulations of non-local governments.
- Committed - Net fund resources with self-imposed limitations set at the highest level of decision making which remain binding unless removed by the same action used to create the limitation. This includes official reserves.
- Assigned - The portion of fund balance reflecting the government's intended use of resources, with the intent established by the governing board. Appropriated fund balance, or the portion of existing fund balance used to fill the gap between appropriations and estimated revenues for the following year, would be categorized as assigned fund balance.
- Unassigned- The remaining surplus of net resources after funds have been identified in the categories above.

The Town of Geneseo recognizes the following benefits of a fund balance policy:

- Provides for an orderly provision of service
- Provides taxpayers with information about why resources have been set aside
- Provides a framework to help guide budgetary decisions and multi-year plans
- Helps ensure an adequate fund balance is available to:
 - Ensure efficient cash flow for daily needs
 - Protects against unforeseen expenditures related to emergencies
 - Offset economic downturns or revenue shortfalls
 - Maintain investment-grade bond rating

Towns are encouraged to carry over a "reasonable amount" of unreserved, unappropriated fund balance. While there is no exact definition of "reasonable amount", GASB 54 recommends a balance of two months of operating expenses which is approximately 17%. The Town Board has agreed to carry 15% -20% of the appropriations in the current budget.

The Town currently has 3 "Type" reserves:

- In General Fund Townwide (A) - Building Reserve not to exceed \$750,000
- In Highway Fund Townwide (DA) -Highway Equipment Reserve not to exceed \$500,000
- In Highway Fund Part-Town (DB) - Road Repair Reserve not to exceed \$250,000

The Town also has Fund Balance "Set Aside" in 6 categories:

- In General Fund Townwide (A) - Cemeteries
- In General Fund Townwide (A) - Equipment for the Transfer Station
- In General Fund Townwide (A) - Stream Bank Remediation Project
- In General Fund Part-Town (B) - Zoning Revisions
- In General Fund Part-Town (B) - Truck for Code Enforcement Officer
- In Highway Fund Townwide (DA) - Road Salt

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Compliance with the provisions of this policy shall be reviewed as a part of the annual budget adoption process. An estimate of the year end fund balances will be prepared and any amounts estimated to be in excess of 20% will be available for appropriation by the Town Board to cover such items as revenue shortfalls and unanticipated expenditures, and to ensure stable tax rates. The Town Board will attempt whenever possible to avoid appropriating such funding for recurring expenses.

Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol-aye, LaVigne-aye. Nays: None.

LOCAL LAW #1-2015

Councilwoman Lavigne moved and Councilman Wrubel seconded the motion to adopt the **SEQR negative declaration** for Local Law #1-2015. Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol-aye, LaVigne-aye. Nays: None.

TAX COLLECTION AGREEMENT WITH SCHOOL:

Councilwoman Irwin moved and Councilman Wrubel seconded the motion to extend the one year Intermunicipal Agreement for the collection of taxes with Geneseo Central School District. Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Manapol-aye, LaVigne-aye, Wrubel-aye. Nays: None.

CODE ENFORCEMENT:

The board was informed of Code Enforcement Office Dean O'Keefe's wish to retire on October 1, 2015. Councilwoman Irwin moved and Councilman Manapol seconded the motion to accept Dean O'Keefe's letter of resignation. Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol-aye, LaVigne-aye. Nays: None.

LIVINGSTON COUNTY HAZARD MITIGATION PLAN-KEVIN NIEDERMAIER:

Livingston County Director of Emergency Management Kevin Niedermaier presented to the town board, an overview of the Livingston County Hazard Mitigation plan. After discussion, Councilwoman Irwin moved and Councilman Wrubel seconded the motion to adopt the following resolution:

A Resolution of the Town Board of the Town of Geneseo Authorizing the Adoption of The 2015 Livingston County, NY All - Hazards Mitigation Plan

WHEREAS, all jurisdictions within Livingston County have exposure to natural hazards that increase the risk to life, environment, and the County and local economy; and

WHEREAS, pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

WHEREAS, The Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs; and

WHEREAS, a coalition of Livingston County municipalities with like planning objectives has been formed to pool resources and create consistent mitigation strategies within Livingston County; and

WHEREAS, the coalition has completed a planning process that engages the public, assesses the risk and vulnerability to the impacts of natural hazards, develops a mitigation strategy consistent with a set of uniform goals and objectives, and creates a plan for implementing, evaluating and revising this strategy;

NOW, THEREFORE, BE IT RESOLVED that the Town of Geneseo:

1. Adopts in its entirety, the 2015 Livingston County All-Hazards Mitigation Plan (the Plan) as the jurisdictions Hazard Mitigation Plan, and resolves to execute the actions identified in the Plan that pertains to this jurisdiction.
2. Will use the adopted and approved portions of the Plan to guide pre- and post-disaster mitigation of the hazards identified.
3. Will coordinate the strategies identified in the Plan with other planning programs and mechanisms under its jurisdictional authority.
4. Will continue its support of the Mitigation Planning Committee as described within the Plan.
5. Will help to promote and support the mitigation success of all participants in this Plan
6. Will incorporate mitigation planning as an integral component of government and partner operations.
7. Will provide an update of the plan in conjunction with the County no less than every five years.

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Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol-aye, LaVigne-aye. Nays: None.

LONG POINT PARK/CONESUS LAKE:

The board members reviewed the 2015 *Fiddlers Picnic* budget. Councilwoman LaVigne explained to the board that Howard Appell had wished to thank the town and the people that take care of the park. Again this year, the funds for this event ended with a small surplus. Councilwoman LaVigne will be compiling data to determine the demographics of those that attended the event. A copy of the budget is on file in the town clerk's office.

The **Geneseo Fire Department** submitted a request to the board to use Long Point Park on August 29, 2015, and have the fee for the use of the pavilion waived. Councilman Wrubel moved to approve their request, contingent on the supply of a certificate of insurance that meets the requirements of the town. Councilwoman Irwin seconded the motion. Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol-aye, LaVigne-aye. Nays: None.

Geneseo Central School has requested the use of the pavilion at Long Point Park on August 25, 2015 for their annual mentor program; with the fees for the use of the pavilion waived. Councilwoman Irwin moved to approve their request, contingent on the supply of a certificate of insurance that meets the requirements of the town. The motion was seconded by Councilman Manapol and passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol-aye, LaVigne-aye. Nays: None.

Councilman Wrubel moved and Councilwoman Irwin seconded the motion to adopt the revised **Long Point Park Rules and Regulation**, with annual review at the Organization Meeting. A copy of the revised rules is attached to the official minute book and is on file in the town clerk's office. Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol-aye, LaVigne-aye. Nays: None.

Councilwoman LaVigne presented an overview of the progress made by the **Long Point Park Master Plan Committee**. After placing an ad seeking volunteers to sit on the committee, the following individuals were selected: Kathryn Fitzsimmons, Margaret Duff, Bob Brennan, Joanne Harris, Ken Hathaway, Patty Fennell, Georgene Ehmann, Councilman Manapol and Councilwoman LaVigne. The committee identified current uses and assets to develop a plan. A link seeking public input was added to the town website; a total of 49 comments were received with a majority being from Geneseo residents. The committee is preparing for Phase 2, a formal survey. Dr. Paul Scipione will be assisting with the survey and hopes to select random participants from Geneseo, Livonia, Groveland, Lakeville, and Conesus. The survey is estimated to not exceed \$5,500. Ms. LaVigne commended the committee for the quality and amount of work that has been completed in such a small amount of time. Supervisor Wadsworth said "the committee has done a very thorough job and has created an impressive and comprehensive plan. Thank you Patti and everyone on the committee."

Copies of the donated **Long Point Park News** articles were provided to board members. The original copies, donated by Charles Nilsen, were given to Councilman Manapol for the Long Point Park Museum. Vince DiSalvo discussed his wife's (Lore DiSalvo) passion, and all of the time and work she has put into documenting the history of the park. Mr. DiSalvo also stated that "we are very fortunate to have this facility to present in."

Supervisor Wadsworth asked the lake residents how the **lake level** has been this year. The residents expressed gratitude for the efforts taken this year to maintain an appropriate lake level and identified a noticeable difference from last year. Supervisor Wadsworth stated that LCWSA has been very diligent with their efforts to maintain the level; adopting an early warning mentality using close monitoring of the weather forecast to significantly improved matters.

Watershed Manager Miranda Reid addressed the board and public regarding the **Invasive Species Prevention and Response Plan**. The Plan contains many prevention projects that have since been

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implemented. An example is the **Watercraft Steward Program** at the Conesus Lake Boat Launch. Its purpose is to educate boaters of the invasive species through voluntary boat checks. Additionally, the installation of Conesus Lake Association disposal stations at each entry point at the lake has assisted boaters in removing and safely disposing of weeds so they cannot reappropriate in water. Ms. Reid also provided an update on the Livingston County Planning Department's projects pertaining to **stream and storm water management**. The department is applying for new grants and continuing work on streambank remediation.

Gene Bolster of the Conesus Lake Association thanked the town for installing the invasive species station at Long Point Park.

As Watershed Inspector, Cathy Higgins is employed by Livingston County Health Department to oversee the public water supply program, monitor beach water, and to work with contractors and Code Enforcement Officers to make sure erosion control measures are in place in the Conesus Lake Watershed area. Ms. Higgins discussed the danger of dogs coming into contact with **blue green algae**. Ms. Higgins suggested lake residents go to the Conesus Lake Association's website and sign up to receive messages from the CLA regarding blue green algae. She also mentioned that the algae may bloom again in October, as it has in the past, and suggested that residents call the health department if they have any questions in regard to the algae.

Wayne France of the Conesus Lake Association said that our area is very fortunate for the partnerships that have been created. Mr. France described Conesus Lake as a fantastic model for other lake towns. Mr. France also thanked the town board for the CLA's use of the pavilion for their Arts & Crafts show. Over 1000 vehicles entered the park for the event this year.

HIGHWAY/WATER/SEWER:

Councilwoman Irwin moved and Councilman Wrubel seconded the motion to schedule the annual public hearing on the Town's **Water District Assessment Roll** for September 10th at 7:15pm. Motion passed with voting as follows: Wadsworth-aye, Irwin-aye, Wrubel-aye, Manapol-aye, LaVigne-aye. Nays: None.

Councilman Wrubel and Highway Superintendent Levey updated the board members on the proposed **shredding and Freon event(s)** at the Transfer Station. The purpose of this event will be to provide a day where residents can unload their unwanted papers and items containing Freon. This process is currently in the information gathering stage, with vendors being explored.

Robert Banker approached the board with concerns of water overflow flooding his home. Supervisor Wadsworth, agreeing that this is a problem, explained that Bob Striker will be looking at the impact a possible diversion could cause down stream. Supervisor Wadsworth apologized for how slow the response has been and indicated that the town is limited to doing work in the right of way but are investigating ways to help with the problem. Mr. Banker thanked the board for their time.

ADJOURNMENT:

At 8:08 p.m. Councilwoman Irwin moved and Councilwoman LaVigne seconded the motion to adjourn the meeting. Motion passed unanimously.

Courtney Kennedy, Town Clerk