

**MINUTES OF THE REGULAR TOWN BOARD MEETING**  
**Tuesday, August 08, 2017**  
**AT 7:00 PM**

PERSONS PRESENT	TOWN BOARD	Supervisor, Merilee Walker Councilperson, William Mann Councilperson, Michael Hillier Councilperson, James Forrester Councilperson, Randall Morris
	RECORDING CLERK	Cheyenne DeMarco
	PERSONNEL	CEO, Mark Mullikin Hwy. Supt., Rick Moran, <i>Absent</i> Historian, Valerie Griffing Assessor, Brian Knapp <i>Absent</i>
	VISITORS	Patty Piper, Yvonne Oliver, Tim Cassidy

CALL TO ORDER                      Supervisor Walker called the meeting to order at 7:00 PM. Roll call was taken with all councilmen present.

PLEDGE TO THE FLAG              All persons stood as councilperson Jim Forrester led the pledge.

ADOPTION OF MINUTES            A motion was made to adopt the regular Town Board minutes of 07/11/2017, the Zoning board minutes 08/19/2017. The motion was made by Jim Forrester, seconded by Mike Hillier and carried 5-0.

CHANGES TO AGENDA            None.

PRIVILEGE OF THE FLOOR

Patty Piper & Yvonne Oliver  
*Be Well in Livingston*

Patty Piper addressed the board, stating that Yvonne Oliver and herself are representing a new initiative from Livingston County’s rural health network through the Genesee Valley Health partnership, which includes Noyce Hospital, Livingston County Department of Health and Common Ground Health.

Together they are giving a presentation to the board for this new initiative where the overall goal is to reduce obesity in children and adults. The Nunda community is one of the Livingston County municipals that Genesee Valley Health has decided to pull focus groups from. Aside from the town board they are also presenting to the rotary club, Nunda ambulance, school board, and village board etc.

Patty Piper stated their new initiative model is based upon the Blue Zone initiative that has an evidence based background that successfully promotes health and wellness in a community. The model addresses each community’s local resources and how to make improvements that better suits them specifically.

Nunda has been a chosen focus group for this initiative because of the active school district and the unique resources such as the Keshequa Creek and the Greenway. Yvonne and Patty gave a sheet of statistics to each board member where they read 1 in 6 residents within the Keshequa School District are living in poverty, 37% of students are overweight or obese, and Livingston county as a whole has higher rates of smoking, poor nutrition and sanitary lifestyles.

A “Be Well in Livingston” information packet was passed to each board member to review more on this topic.

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There was board discussion on the Nunda community and ways to improve lifestyle and health through this new initiative. Patty stated that the first year of this initiative would be assessing the community and gathering information to create a plan.

Genesee Valley Health will have an open community meeting to review this initiative in early October, it will be advertised in the Mount Morris Shopper.

The board thanked Patty and Yvonne for their presentation.

*Patty Piper and Yvonne Oliver left at 7:40 P.M.*

CEO

Mark reviewed his July written report. In regards to violations issued for keeping livestock, Mark stated that everything is currently in compliance. Mark attended a Livingston County code official's meeting in Geneseo, at this meeting they received much information as to code updates coming from Albany. A topic of discussion was that Livingston County code and zoning officials are doing a full-time job within a part time capacity. Livingston County code and zoning officers are struggling with their part time hours to take care of all their work. They told the representative at the meeting to bring the subject back to Albany to try and request funding for the towns so they can budget to give their code and zoning officers more hours to maintain their work and address it all in a more time efficient manner.

*Mark Mullikin left meeting at 7:49 P.M.*

HISTORIAN

Val submitted her written report stating she will be participating with the Wyoming County historical society, where each year they create a historical exhibit that is themed around a particular theme or topic for display at the fair. Val will be judging those exhibits this coming Saturday, August 12, 2017.

ASSESSOR

None.

COMMUNICATIONS

Supervisor Walker reviewed the following communications:

- i. Workplace Violence Prevention Policy.*  
The finalized draft of the Town of Nunda Workplace Violence Prevention Policy was presented to all board members. Motion was made to approve and adopt the workplace violence prevention policy for the Town of Nunda. Motion was made by Randall Morris, seconded by Mike Hillier and carried 5-0. Training will be followed for all Town employees.
- ii. Baldwin Business Services Management Services New Offerings.*  
A service offered was grant writing, it was questioned whether this covered the grant research as well? The services seemed to be geared toward highway expenditures.
- iii. Letter from U.S. Census Bureau in regards to 2020 Census local update with Local Update of Census Addresses Operation (LUCA.)*  
The 10-year mark is coming up in 2018 to update the Census. Paper work has been supplied to Supervisor Walker to sign if the Town of Nunda is in favor of having LUCA sponsored in the process of their Census update. Many of the other municipalities in Livingston are using LUCA as their sponsor. Motion was made to investigate the LUCA option with the County Planning Board, if County Planning advises to use LUCA, then they as a board approve Supervisor Walker to sign the Census Update papers with LUCA to sponsor the Town of Nunda during the

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2020 Census local update. Motion was made by Jim Forrester, seconded by Mike Hillier and carried 5-0.

**BUDGET REPORT &**

**SUPERVISORS STATEMENT** Supervisor Walker signed the Supervisor's statement and handed it to Cheyenne for filing.

\$633.59 of reimbursement from prior year expense as listed in the July Supervisor's statement. The dollar figure is from 2014 checks that never cleared, and are therefore outstanding. After three years the outstanding checks go back to the Town budget per Baldwin Business Services policy.

Supervisor Walker stated that all department heads were given an estimate of expenditures for the 2018 budget and are due by August 15<sup>th</sup>.

A 2018 budget meeting with Baldwin Business Services is scheduled for September 15<sup>th</sup> at 9:00 AM, any board member is welcome to attend and participate. Last year Rick Moran and Cheyenne DeMarco attended and are welcome to join this year as well.

The budget season will go as follows:

Preliminary Budget drafted on September 15<sup>th</sup>

Copy of Draft is given to all board members by September 30th

Refinements are made collectively as a board afterward.

**AUDIT BILLS**

There was a motion to approve the Abstracts for the month of August, 2017. These abstracts include;

*General Fund* Claim number, 198-215 the amount of \$16, 428.04, as set forth in abstract No. G-8, dated 08/08/2017.

*Highway Fund* Claim number 168-187, in the amount of \$53,510.29, as set forth in abstract No. H-8, dated 08/08/2017.

*Police Fund* Claim number, 51-59 in the amount of \$2,358.58 as set forth in abstract No. P-8, dated 08/08/2017.

A motion was made to approve the abstracts. Motion was made by Randall Morris, seconded by Bill Mann and carried 5-0.

**POLICE**

Mike reported the Nunda Police Department statistics for July along with Chief Wilcox's written Nunda Police Department Monthly Report. Mike commended Officer Eldridge for interacting with the community when on duty as the board has wanted to see. Getting out of the police car at Kiwanis games. Mike stated he has heard many positive things in regards to her representing the Nunda PD with the community and wished more of the Nunda PD would do the same.

At the last commissioners meeting, there was long discussion in regards to the police car, it was decided to hold on the purchase of a police car until it is deemed necessary to replace.

Another point of discussion was the visibility of Chief Wilcox on duty and in uniform. The commissioners decided they will draft a letter that they themselves will sign and present to Chief Wilcox for his signature. The letter will be requiring Chief Wilcox to be in uniform for a minimum of 16 hours a month when on shift.

**IT REPORT**

Jim stated that looking at Rick's computer, it does need to be replaced. Jim asked Cheyenne about her hunting license computer. Cheyenne stated Hurricane Technologies looked at it and removed certain installments and now it turning on as it should. Jim asked if she was comfortable with keep the computer as is or does it still something that should be replaced? Cheyenne stated she was comfortable with keeping it.

**COMMERCE REPORT**

No report.

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**CEMETERY**

A miscommunication happened with our Union Cemetery between the Burt family, Mann Funeral home and Rick Moran as Cemetery superintendent. The family was ready for a burial, but there was no opening as planned and paid for. It turned out to be a miscommunication where the previous cemetery superintendent was contacted instead of Rick. Jim followed up with the Burt family and made sincere apologies to the family.

Mike asked if they received the revised letter from the Cemetery in regards to \$750.00 donation as reviewed in the meeting held on June 13<sup>th</sup>, 2017. Supervisor Walker stated that the letter was to be re-written and submitted by Tom Burt, but in consideration of the Burt family's recent loss of their daughter the \$750.00 was added to the July abstract with the expectation that the letter would arrive at a later and easier time for the family.

Jim asked Cheyenne to request the revised letter again.

**BUILDING/ZONING REPORT**

Replacing the side door to the Tri-County building was discussed. Tim Cassidy stated he would remove the current door free of charge. Tim stated he has a standard door available to the town free of charge if they wished to box in the door frame around it. Tim estimated that for the town to purchase a steel door as a replacement, it would be a figure around \$800.00. Mike will reach out to Tri-County.

Mike stated that the paving in the Tri-County and Government Center parking lots looks great at a total cost of \$6,066.00.

Mike asked Cheyenne if anything in the building needed attention? Cheyenne stated that the radiators need looking at, a couple have turned on and produced heat on their own accord this summer. It was decided to have Harding Heating and Plumbing come take a look at the Government Center heaters.

Continuing to update the security cameras was discussed.

**HIGHWAY**

Jim reviewed highway budget fund lines. Jim stated they will receive additional county money, during the highway committee meeting Rick stated he would like that extra funds put into road materials and equipment reserve. Rick's recommendation was black top on Pentegass Road and Nunda-Byersville road.

Bill Mann asked for how much was in funds were coming in?

Jim stated it was around \$25,000.00.

Supervisor Walker stated that in regards to the Chidsey Road culvert, DEC has not given the town a permit to work in the stream yet, but as soon as it is received work can start going. Engineers were contacted for drawings to be prepared to go for grants.

**ONE MOTION**

A motion was made to accept all reports given on 08/08/2017. Motion was made by Mike Hillier and seconded by Jim Forrester and carried 5-0.

**OLD BUSINESS**

None.

**NEW BUSINESS**

None.

**CLERK REPORTS**

Cheyenne submitted her July Town Clerk Report of total state, county and local revenues and the July Justice Report to the Nunda Town Board.

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A motion was made to approve the Town Clerk and Justice reports for the month of July 2017. The motion was made by; Bill Mann seconded by, Jim Forrester and carried 5-0.

**EXECUTIVE SESSION**

8:40 PM A motion was made to go into executive session to discuss subject relating to employment history of particular persons. Motion was made by Mike Hillier and seconded by Bill Mann and carried 5-0.

*Tim Cassidy left meeting.*

*Cheyenne DeMarco was approved to stay.*

8:55 PM Motion was made to come out of executive session with no action taken. Motion was made by Bill Mann and seconded by Jim Forrester and carried 5-0.

**ADJOURNMENT**

Being that there was no further business, there was a motion to adjourn. The motion was made by Mike Hillier, seconded by Randall Morris, and carried 5-0.

The meeting adjourned at 8:58 PM.

RESPECTFULLY SUBMITTED,

CHEYENNE DEMARCO  
NUNDA TOWN CLERK