

**MEETING, TOWN BOARD OF GENOA**

March 10, 2021

The regular meeting of the Town Board of Genoa, Cayuga County, State of New York was held at the Town Hall, 1000 Bartnick Road, Genoa NY on March 10, 2021

Present	Lorie Sellen-Gross, Supervisor Cheryl Shields, Board Member Don Slocum, Board Member Brandon White, Board Member (absent) Chris Stout, Board Member Sue Moss, Clerk	Paul Wheeler Kevin Foster
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The Regular Board meeting was called to order at 7 p.m. by Supervisor Lorie Sellen-Gross with the Pledge of Allegiance to the Flag.

Kevin Foster, Genoa’s Code Enforcement Officer, attended this meeting so he could be properly introduced to the Board Members who may not know him.

He presented his report to the Board. He will be printing business cards so that they are available at the Town Hall for those interested in his contact information.

**CODE ENFORCEMENT REPORT**

I will be submitting a monthly report for the Board. This will be an abbreviated report. If anyone would like more information or have questions, please feel free to contact me.

Feb 15th Meeting in office with Pat looking at files and open permits.

Feb 25th Meeting in office with Pat checking files, getting keys and other equipment and reviewing orders to remedy.

Feb 26th Work with Jon Hammond Construction to finalize information on permit request.

March 2nd Framing inspection on Powers Road

March 3rd Office hours filing, phone calls and issue permit for addition 615 Fire Lane 5

Site visit to Honoco Road

March 7th Checked address 294 Lake Road for final inspection

March 9th Spoke with Kris from Cayuga County Health Department regarding two permits

March 10th Office hours met with resident about code variance 227 Rabbit Run also met with Supervisor.

RESOLUTION 18-2021 **APPROVAL OF February 10 MINUTES**

On a motion of Board member Stout, seconded by Board member Shields, the following resolution was

ADOPTED	Ayes	4	Sellen-Gross, Shields, Slocum, & Stout
	Nays	0	

Resolved to adopt the February 11, 2021 minutes

RESOLUTION 19-2021 **APPROVAL OF SUPERVISOR’S FINANCIAL REPORTS**

On a motion of Board member White, seconded by Board member Slocum, the following resolution was

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ADOPTED Ayes 4 Sellen-Gross, Shields, Slocum, & Stout  
Nays 0

Resolved to approve the February 2021 Supervisor's Financial Report

RESOLUTION 20-2021 **APPROVAL OF BILLS**

On a motion of Board member Shields, seconded by Board member Slocum, the following resolution was

ADOPTED Ayes 4 Sellen-Gross, Shields, Slocum, and Stout  
Nays 0

Resolved to approve the bills as presented

**CLERK'S REPORT**

**Report on Revenues from Clerk's Office for February 2021**

Marriage License	\$ 17.50
Certified Copies	10.00
Dog Licenses	78.00 (\$90 total - \$12 Ag & Markets population control fund)
Building Permits	75.00

**Disbursements for January 2021**

Paid to Supervisor	\$ 180.50
NYS Health Department (marriage license)	22.50

RESOLUTION 21-2021 **CLERK'S REPORT**

On a motion of Board member Shields, seconded by Board member Slocum, the following resolution was

ADOPTED Ayes 4 Sellen-Gross, Shields, Slocum, and Stout  
Nays 0

Resolved that the February 2021 Clerk's Report be approved

**HIGHWAY REPORT**

Snow and wind have kept the men busy plowing. They have used the pay loader and grader to push back snowbanks in some intersections and problem areas.

Water Department - There is water coming out of the ground in the vicinity of our water main across the road from Scott Shaw's on Route 34B.

We isolated the water line by shutting water valves off, pressure did not drop down. We are still working on it.

**WATER REPORT**

Sue Moss

Total - 2,508,200 gallons

Average - 89,579 gallons

**BUILDINGS & GROUNDS**

A light fixture ballast needs to be replaced in the Court room

A dusk to dawn sensor is needed for the Town Hall sign

One of the outside lights on the side of the entrance door needs to be fixed

**OLD BUSINESS/UPDATES**

Amendment to the Organizational Meeting of 1/11/21 (Will also be placed in the Employee Handbook):

**Holidays**

Full-time employees are provided the following paid holidays:

1/1/21	Friday	New Year's Day
2/15/21	Monday	President's Day
5/31/21	Monday	Memorial Day
7/5/21	Monday	Independence Day Observed
9/6/21	Monday	Labor Day
10/11/21	Monday	Columbus Day
11/2/21	Tuesday	Election Day
11/11/21	Thursday	Veteran's Day
11/25/21	Thursday	Thanksgiving Day
12/24/21	Friday	Christmas Day (12/25/21)

RESOLUTION 22-2021 **AMENDMENT TO EMPLOYEE PAID HOLIDAYS**

On a motion of Board member Shields, seconded by Board member Slocum, the following resolution was

ADOPTED Ayes 4 Sellen-Gross, Shields, Slocum, and Stout  
Nays 0

Resolved that amendment to employee paid holidays be approved

Paul Wheeler will be contacting Hunt Engineering to put bids out on the repair of Baker's Bridge.

RESOLUTION 23-2021 **APPROVAL FOR OBTAINING BAKER'S BRIDGE BIDS**

On a motion of Board member Shields, seconded by Board member Slocum, the following resolution was

ADOPTED Ayes 4 Sellen-Gross, Shields, Slocum, and Stout  
Nays 0

Resolved that Hunt Engineering put bids out for work to be done on Baker's Bridge be approved

The Board discussed an employee's option to earn and bank compensatory time in lieu of overtime at the rate of time and one half. A limit of 3 weeks of comp time may be banked. The Highway Superintendent will only authorize banking compensatory hours when it is mutually agreed upon and does not interfere with scheduled projects or plans. Compensatory time cannot and will not roll over year to year with the **EXCEPTION** of over-time hours worked and desired to be "banked" on or after 12/1 of the current year. An example of this this scenario: Overtime being banked starting 12/1 of a given year through 11/30 of the following year needs to be used up by 11/30 of that year. If it is not, it will be lost. It must be used starting December 1 through November 30 of the following year

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Lorie advised the Board that Greg Colucci at Cayuga County Planning and Economic Development received the town's submittal of both local laws for review under GML 239, the 239 referral form, the classification forms under SEQRA and the FEAF for each the Type I Action under SEQRA. The local laws, the FEAFs, and the 239 Form are required to be filed. We will wait to hear of the County Planning Board's comments after their meeting on Thursday, 3/18/21.

Town Board Approved of an amendment to the Public Relations segment of the Employee Handbook.

**RESOLUTION 24-2021 APPROVAL FOR AMENDMENT TO PUBLIC RELATIONS SEGMENT OF THE EMPLOYEE HANDBOOK**

On a motion of Board member Shields, seconded by Board member Stout, the following resolution was

ADOPTED Ayes 4 Sellen-Gross, Shields, Slocum, and Stout  
Nays 0

Resolved that amendment to public relations segment of the employee handbook be approved

Lorie will be in contact with APC Verizon Towers, LLC to discuss an increase in the land rental where the tower is located.

Board members will review a possible resolution/local law for Town Road use and damages thereof.

Continued Water District conversations are being made regarding the assessment there of. The Town Attorney is sharing regulations that may exist.

Brandon was given a task to review the NYSERDA Program and will get back to the board with details at our next board meeting.

The Comptroller informed the Board that the Town, regarding the Code of Ethics, can be covered by the County.

**NEW BUSINESS**

Lorie attended a webinar meeting with the Association of Towns regarding the state budget, the AIM Program and assessment rules in place on the New Enhanced Star applicants. She is making sure that the Town Assessor is aware of what is in the Executive Budget for 2021-2022. The Association of Towns is encouraging Towns and Villages to reach out to our Assembly Member representatives as well as our Senators regarding actions on the Executive Budget.

The Rural Life Museum, under Shannon Armstrong's request, needs to make one of the bathrooms there handicapped accessible. They are mainly asking for handrails to be installed as well as a higher-level sink. Kevin Foster, new Code Enforcement Officer, will check in with Shannon regarding guidelines and requirements thereof.

The Board discussed the option of selling the '61 Walters.

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RESOLUTION 25-2021 **'61 WALTERS**

On a motion of Board member Shields, seconded by Board member Slocum, the following resolution was

ADOPTED Ayes 4 Sellen-Gross, Shields, Slocum, Stout,  
Nays 0

Resolved that the '61 Walters would be sent to auction

Marilyn Mann sent the Board a thank you note

There will be a food drive in April or May

The Highway employees will begin working four 10-hour days April 6.

Chuck Schumer will hold a webinar on Thursday 3/11 at 4:30 pm

At 8:20 pm the Board went into Executive Session

At 8:25 pm, the Board adjourned the Executive Session on a motion of Board Member Shields and seconded by Supervisor Sellen-Gross

With no further business, on a motion of Board Member Shields, seconded by Board Member Stout, the regular meeting was adjourned at 8:25 p.m. Carried unanimously

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Susan B. Moss, Town Clerk