

**PUBLIC SERVICES COMMITTEE MEETING MINUTES**  
**WEDNESDAY, JANUARY 2, 2013**  
**1:30 P.M.**

PRESENT: G. Deming, D. Mahus, C. DiPasquale, D. Martello, D. Babbitt Henry, J. Merrick, W. Wadsworth, P. Yendell, B. Donohue, I. Coyle, Tracy Mauro Temporary Secretary to Clerk of Board

**TOURISM- LISA BURNS**

**Pre-approved Informational Item(s) To Be Reported**

**1. TOURISM UPDATE**

Lisa Burns reviewed the following quarterly report:

**2012**  
**4<sup>th</sup> Quarter Tourism Marketing Review for**  
**Livingston County Board of Supervisors – Public Services Committee**

All marketing efforts are based on the 2012 Marketing Plan plus additional marketing opportunity developed through collaboration and PR outreach.

**Marketing**

- 2013/2014 Tourism Marketing Contract approved between Livingston County Board of Supervisors and LCCC. **New/First contract award for two years.** 95% of 2012 (2013) occupancy tax for the promotion of tourism to Livingston County. **Thank You!**
- Part II Application/Marketing Plan sent to state for 2013 Matching Funds Grant. Award estimate received back on November 14<sup>th</sup>. 2013 Matching Funds estimated grant is \$62,743.00. 2012 grant was \$43,422.00. Increase of \$19,321.00. Final/Firm grant scheduled to be provided on December 28<sup>th</sup>. NOTE: to date, has not been provided.

Lisa reported that not every festival/event utilizes the opportunity for grant funding and she encouraged them to do so, i.e. Geneseo Airshow. There is an application process and notice of availability of grant funding is sent out through the Tourism newsletters and Lisa will make a special effort to let the Supervisors know when this is available so they can pass this information along. This grant is very specific to bringing visitation from 50 miles outside the radius of the County.

- Utilizing ILOVENY Matching Funds the Tourism Office re-granted marketing dollars for six Livingston County Festivals. Total of \$10,850.00 Granted with a total marketing value/spend of \$21,700.00. ALL marketing leads and ends with Livingston County tourism brand. ALL invoices have been paid and reporting is complete to state.
- Tourism Office hosted the awards reception for the Letchworth Arts and Crafts Festival. This is the third year we have done so and it was an excellent success. We had partner donations from our two wineries and served a food and wine pairing. We see the value (IE: cross county collaboration, Letchworths biggest attraction event etc...) in this collaboration with the Wyoming County Council on the Arts and have committed to hosting the event again in 2013.
- Tourism Office began preliminary work on the production of the county's "Official" Visitor Guide for 2013. Unveiled cover of the 2013 Visitor's Guide at the LCCC Annual Luncheon Meeting on December 14<sup>th</sup>. Printer RFQ were sent out in mid-December and are due by January 6th. Harris Graphic Design contracted for design.
- Redesign process of Livingston County Official Tourism website (FingerLakesWest.com): Underway and scheduled to go live in early January 2013.
- 6th Annual Tourism Harvest Luncheon was held on November 8th. Featured Guest Speaker was Peter Humphrey, Retired CEO and President, Five Star Bank/Chairman, Board of Commissioners-NYS Parks Genesee Region and Kathy Trainor, Retired SUNY Geneseo was presented with the William Pryor Letchworth

Award for Excellence in Tourism.

- On behalf of the multi county collaboration to market into the Greater Toronto and Ontario market, Tourism Director represented the marketing/PR initiative at the Annual Canadian/Toronto Woman's Show in November. Over 100 tourism destinations from around the world were present at this show and our booth was specific to Greater Rochester, the Finger Lakes and Genesee River Region.
- Direct social media marketing push – New Social Media Strategists efforts
  - On-going social media/daily updating.
  - On-going research on current social media marketing and PR trends in the tourism world and in general.
  - Creating graphics and photographic images combined with text to help promote the county and sharing images on social media sites.
  - Interacting with public, as well as travel/tourism companies and bloggers via social media.
  - Supporting local businesses, restaurants, events and attractions by commenting on and sharing their social media posts

#### **Local PR/Regional Buy-IN PR – Page Two**

- Desk-side PR visits to Canadian Media in conjunction with Quinn and Co. for region. Visited with 6 editors to pitch visitation in the region
- Results of pitch: Toronto Sun (1.5 Million online monthly visitors) and Canoe.ca (931,813 online monthly visitors) featured the Finger Lakes region in a round-up entitled “Best Family Trips for Fall.” The coverage is accompanied by a photo of Letchworth State Park and mentions park.  
Please refer to the coverage at the following links and attached  
<http://www.torontosun.com/2012/10/18/best-family-trips-for-fall>  
<http://www.canoe.ca/Travel/Galleries/Activities/FallGetaways/2012/10/18/20293766.html>  
Toronto Sun and Canoe.ca media coverage was syndicated to the following media outlets:  
Ottawa Sun (200,000 online monthly visitors): <http://www.ottawasun.com/2012/10/18/best-family-trips-for-fall>  
Sault Star (11,797 online monthly visitors): <http://www.saultstar.com/2012/10/18/best-family-trips-for-fall>
- Three interviews on the Canadian Radio program “Cross Border Showcase” to feature the Finger Lakes Vacation Region/Livingston County.
- Pitch for Bisnow: The Bisnow Hotel Hot Sheet - The “Haunted Hotels” edition tells the story of Allegiance Bed & Breakfast's ghostly guests, Karen and Ray. The property is described as a 46-room house built in 1838, once an undocumented overflow home for the Underground Railroad.  
<http://www.bisnow.com/hotels/2012/10/24/haunted-hotels/>. Allegiance Bed & Breakfast Halloween Coverage for Bisnow
- PR pitching to writers, editors, industry markets etc... through Quinn and Co, Finger Lakes Tourism Promotion Agencies and New York State's new PR Company – M. Silver

#### **Related Tourism Efforts/Collaborations**

- Tourism Director continues to facilitate Finger Lakes Economic Development Council's “Path Through History” workgroup as Co-Chair and is invited to present a report to the FLEDC (including Lieutenant Governor Robert Duffy) on December 12<sup>th</sup>.
- Tourism Office continues to work with SUNY Geneseo and region on the 2013 Empire State Games coming to Livingston County July 24-27, 2013
- Tourism Director facilitated a Marketing/PR class in conjunction with the Livingston County Economic Development Office FasTrac program.
- Tourism Director requested to meet with the Safe Communities Group
- Livingston County Tourism facilitated a \$1000 plus donation from Eagle Crest Vineyards for the Red Hook Concert at Theatre 101 after Hurricane Sandy.
- Routes 5 and 20 Marketing collaboration with Ontario, Wayne, Cayuga, Seneca Counties
- Canadian Marketing Campaign in collaboration with VisitRochester
- Attend Finger Lakes Regional TPA meetings

- Attended monthly Visitor Industry Council meeting of Visit Rochester.
- Participate on Tourism Sub-Committee for the New York State Regional Economic Development Councils.
- Tourism Director attended 5 festivals/event to support county partner events.
- Facilitated bi-monthly Livingston County Tourism Council meeting

**Daily Office Duties to promote Tourism include**

Greeting visitors and directing to destinations

Phone solicitation requests

Maintaining website and Social Media marketing tools IE: FaceBook, Twitter, YouTube, foursquare, flickr, tumblr etc...

Monitor and administer state Matching Funds Grant Program

Adhere to Budget Guidelines and monitor billing/invoicing etc...

Support Chamber of Commerce functions and community outreach

L. Burns indicated she has been granted Privilege of the Floor to provide a Tourism update on February 13, 2013.

**SHERIFF'S DEPARTMENT – UNDERSHERIFF SZCZESNIAK**

**Action Item(s) To Be Reported**

**1. REQUESTING TO CREATE AND FILL ONE SENIOR TYPIST POSITION AND REFER THE MATTER TO THE WAYS AND MEANS COMMITTEE**

Undersheriff Szczesniak requested permission to create and fill one Senior Typist position effective March 1, 2013. This would be upgrading a Clerk Typist position to commensurate with work responsibilities. He explained that currently the office has a Principle Clerk that oversees the Civil Division, another Principle Clerk that oversees the Records Management area, one Senior Typist and three Clerk Typist. When Pam Rychlicki retired, we never filled the Principle Clerk position. The intent is to have one Principle Clerk over Records Management and to begin using Senior Typist title in order to try to retain workforce. In addition, by using the duties can be assigned among the Senior Typists and there will not be a pay difference (\$2.16) from the Principle Clerk title.

Mr. DiPasquale asked if this has been budgeted, and the County Administrator responded yes.

The County Administrator stated we currently have two Principle Clerks, one Senior Typist and three Clerk Typists positions, and asked when we create this Senior Typist position—the thought is that one Clerk Typist will move to Senior Typist. The Undersheriff responded yes there is a promotional exam being offered in March 2013, and based on the results, a Clerk Typist would then be deleted. This will be net neutral when all done.

*MOTION: Mr. Martello moved and Mr. DiPasquale seconded to create one Senior Typist position and refer the matter to the Ways and Means Committee, 1/14/13. Carried.*

**HIGHWAY DEPARTMENT – DON HIGGINS**

**Action Item(s) To Be Reported**

**1. AWARDING BID AND AUTHORIZING PURCHASE FOR THE COUNTY HIGHWAY DEPARTMENT FOR A 2013 55,000#-CLASS HYDRAULIC TRACK EXCAVATOR – VANTAGE EQUIPMENT, LLC**

WHEREAS, after the proper legal advertisement seeking bids for a 2013, 55,000#-Class Hydraulic Track Excavator, five (5) bids were received and opened on December 21, 2012, now, therefore, be it

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is authorized to sign the following purchase contract, which is hereby accepted as the lowest responsible bid, subject to review by the County Attorney and County Administrator:

Contract

Amount

**Vantage Equipment, LLC**

\$262,470.00

4554 West Saile Drive

Batavia, New York 14020

For: 2013 Volvo EC250D Hydraulic Track Excavator. (To replace current 1999 JD-230LC track excavator with 7,500 engine hours.) The cost is not to exceed the amount indicated.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
County Highway Machinery Fund Appropriations	100%	Yes <b>XXX</b> No

Director's Comments:

Bid Tabulations attached. Vantage Equipment is 2<sup>nd</sup>-lowest bid and meets all bid specifications. Lowest bid by Monroe Tractor did not meet required Warranty bid specifications.

D. Higgins stated the Highway Department bid a new track excavator to replace the existing 1999 John Deere excavator. He stated this machine has been a workhorse within the department and is used for bridge replacement projects, setting large pipes and box culverts, etc. He referred to the bid tabulation (on file) and indicated he received an email (on file) from Monroe Tractor indicating that they miss quoted the purchase price of \$154,500 on the track excavator and it should have been \$254,500. He explained the low bid of Monroe Tractor was not accepted because they had an incorrect figure. Consequently, the difference was only \$8,000 between the lowest bid and the second lowest bid instead of \$108,000. However, the low bid of Monroe Tractor also did not meet the warranty requirements and Vantage Equipment, LLC submitted the lowest responsible bid. He indicated he reviewed the bids with the County Attorney and Lisa Grosse and they concurred to award to Vantage Equipment.

*MOTION: Mr. Merrick moved and Mr. Wadsworth seconded to award the bid for purchase of a Hydraulic Track Excavator from Vantage Equipment, LLC. Carried.*

**PLANNING DEPARTMENT- ANGELA ELLIS****Action Item(s) To Be Reported**

**1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT - ECOLOGIC, LLC, LIVINGSTON COUNTY SOIL AND WATER CONSERVATION DISTRICT**

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contracts for the Livingston County Planning Department, according to the terms designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
<b>EcoLogic, LLC</b>	1/1/13 – 12/31/13	not to exceed

\$10,000.00

Atwell Mill Annex, Suite S-2

132 ½ Albany Street

Cazenovia, NY 13035

For: Professional scientific services in support of the implementation of the Conesus Lake Watershed Management Plan.

Director's Comments: This resolution continues our annual contractual relationship with EcoLogic. This contract is funded through the Conesus Lake Aquatic Weeds Strategy (CLAWS).

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Finger Lakes-Lake Ontario Watershed Protection Alliance annual funding: CLAWS 20 (NYS Environmental Protection Fund)	\$0	Yes X No

A. Ellis explained this is an annual contract that the County has been doing for over 10 years. This will continue the same work they have done in the past, which is helping with the development of the monitoring program, end of year preparation annual report and providing any assistance the Watershed Council may need.

**Livingston County Soil & Water  
Conservation District**

1/1/13 – 12/31/13

\$15,500.00

11 Megan Drive, Suite 2

Geneseo, NY 14454

For: Professional services in support of the implementation of the Conesus Lake Watershed Management Plan.  
Director's Comments: This resolution continues our annual contractual relationship with the Soil and Water Conservation District for landowner assistance with agricultural best management practices and projects in the Conesus Lake Watershed.

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Finger Lakes-Lake Ontario Watershed Protection Alliance annual funding: CLAWS 20 (NYS Environmental Protection Fund)	\$0	Yes   X                  No

A. Ellis explained this contract is for \$15,500, which is half the amount that has been provided in the past. This contract is for the Soil & Water Conservation District to provide best management practices for farms in the Conesus Lake Watershed. The reason the funding has been reduced is because the funding for the program has been reduced.

*MOTION: Mr. Merrick moved and Mrs. Babbitt Henry seconded to authorize the foregoing contracts.  
Carried.*

**2. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY PLANNING BOARD - C. JOAN CRUNDEN, STEVE POLO, CRAIG MACAULEY, RUTH LEA, BARRY CAPLAN, DENNIS NEENAN, KEVIN FAHEY, DAVID SLIKER, DENNIS WITTE, BRUCE DEHM**

RESOLVED, that the following members are hereby appointed to the Livingston County Planning Board for the term designated:

Name	Address	Rep./Title	Term
<b>Livingston County Planning Board</b>			
C. Joan Crunden	562 Feeley Road, Caledonia NY 14423	Town of Caledonia	1/1/13-12/31/15
Steve Polo	52 North Meadow Drive, Caledonia NY 14423	Village of Caledonia	1/1/13-12/31/15
Craig Macauley	5405 Route 63, Mount Morris, NY 14510	Town of Geneseo	1/1/13-12/31/15
Ruth Lea	5545 Cottonwood Drive, Conesus, NY 14435	Town of Groveland	1/1/13-12/31/15
Barry Caplan	106 Main Street, Geneseo, NY 14454	Town of Leicester	1/1/13-12/31/15
Dennis Neenan	2275 Clay Street, Lima, NY 14485	Town of Lima	1/1/13-12/31/15
Kevin Fahey	10 Dio Lane, Mount Morris, NY 14510	Village of Mount Morris	1/1/13-12/31/15
David Sliker	4216 Main Street, Leicester, NY 14481	Town of York	1/1/13-12/31/15
Dennis Witte	5305 East Lake Road, Conesus, NY 14435	Alternate At-Large #1	1/1/13-12/31/15
Bruce Dehm	Box 103, Geneseo, NY 14454	Alternate At-Large #2	1/1/13-12/31/15

A. Ellis explained that the above are all reappointments. She added the length of service range from 6 years to 23 years. Dennis Neenan has served for 23 years. She indicated that at the December meeting she reached out

to all the members to ensure they wanted to continue serving on the Planning Board. There was one member, Dave Matthews, from the Village of Geneseo, who decided he would step down and not be reappointed due to work conflicts.

Mrs. Donohue indicated that the agenda shows the term ending 12/20/15 and asked if this was correct. A. Ellis indicated the term should end 12/31/15.

*MOTION: Mr. Merrick moved and Mr. Mahus seconded to authorize the foregoing resolution. Carried.*

Mr. Deming asked A. Ellis if there was a replacement for the Village of Geneseo representative on the Planning Board, and she responded not at this time.

### **3. APPOINTING MEMBER TO THE LIVINGSTON COUNTY ENVIRONMENTAL MANAGEMENT COUNCIL – ALEXANDER PIERCE**

RESOLVED, that the following member is hereby appointed to the Livingston County Environmental Management Council for the term designated:

Name	Address	Title/Representing	Term
<b>Livingston County Environmental Management Council</b>			
Alexander Pierce	PO Box 19, Nunda, NY 14517	General Citizen	1/1/13-12/31/13

A. Ellis explained Alexander Pierce is a resident of Nunda and she provided his background. He would be filling the unexpired term of Barb Davis.

*MOTION: Mr. DiPasquale moved and Mr. Martello seconded to authorize the foregoing resolution. Carried.*

A. Ellis stated that the EMC plans on setting up a recruitment plan to fill several vacancies (10) within the Business category, as a result of Chairman Merrick urging to fill these vacancies. She has also talked with Julie Marshall to seek suggestions.

### **Pre-approved Informational Item(s) To Be Reported**

#### **1. UPDATE ON WEATHERIZATION ASSISTANCE PROGRAM**

A. Ellis reported that on December 21, the NYS Division of Housing and Community Renewal issued the draft plan for the weatherization assistance program for the State of New York. The public hearing is set for January 23, 2013. In the plan, the State is including a consolidation of the Livingston County program with the Wyoming County program, which is administered by the Wyoming County Community Action. She explained the state is offering this year a bonus for consolidation. They have reduced the funding down to \$250,000 for minimally funded programs. They are offering a \$300,000 bonus to programs that are new to consolidation. Consequently, Wyoming County will be receiving \$550,000 to run both programs. Effectively this saves the programs for both counties, because Wyoming County was also a minimally funding agency and could not run the program on \$250,000. A. Ellis reported she has been in contact with Connie Kramer, Executive Director of Wyoming County Community Action Agency to facilitate the consolidation of the programs. A. Ellis let her know it is our intent that it will be an amicable transfer and to ensure minimal disruption to our residents. She has also been talking about the operational consolidation and working on updating the inventory of not only materials for programs but also office and operational equipment. A. Ellis informed the committee that we will probably have to surplus at least two vehicles and what remains will be transferred to Wyoming County Community Action with State approval. The State will have final say on what gets transferred. Anything that is to be declared as surplus property, the State will have to approve and visibly inspect at the time it occurs. A. Ellis reported the remaining work that is to be done is currently being evaluated, i.e. audits and how the work will be transferred. She indicated Wyoming County Community Action does intend to hire one or maybe two

employees from Livingston County and will be interviewing in the near future. A. Ellis recommended Jeff Elsworth and Shane DeLaVergne. A. Ellis stated she has also been discussing with Wyoming County Community Action a referral process, so that our residents will have some type of mechanism in place for them to get assistance. A. Ellis has talked with Kaaren Smith of the Office for the Aging, and Commissioner of Social Services Diane Deane about their agency's clients' needs and how we can make the referral. Wyoming County Community Action has also expressed an interest of coming to a location in Livingston County once a week to receive applications to have a visible presence as well as being available by phone.

A. Ellis stated we should reach out to clients already on our waiting list and those that have had audits done and not work done. She is hopeful that a joint letter can be done with Wyoming County Community Action outlining the transfer and the process as well as advertising and public announcements.

The State did come out two weeks ago and expressed concern to us of spending down the total contract. We had an additional program added on (air conditioners) and we have approximately \$110,000 that has to be spent by the end of March 2013. In response to the State's concerns, we are adjusting the personnel percentages for the Senior Account Clerk, Administrative Secretary, and Planning Director. Over the past years, we had significantly reduced those percentages to keep the program sustainable. Tamara Gullo was transferred to DSS so that added an additional savings and the work has been redistributed to the Senior Account Clerk Penny Trimm, Administrative Secretary Darlene Essler and Planning Director Angela Ellis.

The other recommendation the State had was for us to contract out the remaining work. Last year, we authorized a contract with J.C. Dengel Carpentry & Flooring to complete work on our last contract. Typically, we have carry over funds from year to year but because the contract is ending, we will not have the ability to carry over the funds unless they will allow the funds to carry over to Wyoming County Community Action. She recommended a resolution extending the contract with J.C. Dengel Carpentry & Flooring to help spend down the contract funding and to get the work done. She apologized that this resolution was not on the original agenda. She indicated she has talked with the County Attorney about this contract. The original contract expired 5/31/12.

2. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT EXTENSION FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT - J.C. DENGEL CARPENTRY & FLOORING

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to extend the following contract(s) for the Livingston County Planning Department, according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Contractor</u>	<u>Term</u>	<u>Amount</u>
J.C. Dengel Carpentry & Flooring 36 Handsome Lake Drive Caledonia, NY 14423 For: Installation of CFL bulbs, smoke and CO detectors, weather strips, windows and doors in support of the Weatherization Assistance Program Dated at Geneseo, New York January 9, 2013 Public Services Committee	3/15/12 - 3/31/13	Per bid rate schedule

*MOTION: Mr. DiPasquale moved and Mr. Mahus seconded to authorize the foregoing extension of the contract with J.C. Dengel Carpentry & Flooring. Carried.*

Mrs. Donohue asked for a clarification on the \$550,000 that Wyoming County Community Action would be getting. A. Ellis explained that Wyoming County Community Action would be getting \$250,000 and by picking

up Livingston County, they are getting an additional \$300,000 totaling \$550,000. A. Ellis cautioned that next year this funding might not stay at this level. This program has been sustaining some very serious cuts over the last several years and all indications are that it will continue the same trend.

Mr. Martello asked if we would be assured that we will get our share of that total pot of money. A. Ellis stated that they have a formula that they are required to follow through the State, so the State will ensure they are getting a certain number of units for Livingston and Wyoming County. A. Ellis stated it might be a few less than what we typically provided.

### 3. UPDATE ON APPLICATION TO THE GENESEE TRANSPORTATION COUNCIL 2013 UNITED PLANNING WORK PROGRAM FOR A DANSVILLE TRANSPORTATION AND INDUSTRIAL AND COMMERCIAL ACCESS STUDY

A. Ellis distributed a handout outlining the Dansville Transportation Industrial and Commercial Access Study (on file). She thought this was previously shared with the Committee when we were considering applying for funding through GTC United Planning Work Program to develop this study. The study would cost \$50,000 to hire a consultant to come in and develop a study for us to enhance the regional competitiveness and long-term development in the Dansville area. The study area includes both exits 4 and 5, airport, industrial park, Route 36, Route 63, the railroad, and vacant parcels in that area. The intent would be to hire a consultant that would recommend a transportation and infrastructure to enhance development in the area and to help identify what new businesses should or could be helpful to leverage the transportation system and to provide enough information that we can seek out additional funding to provide support to get some of those improvements done and also take this study and use it as a marketing plan for the development of the Dansville area.

A. Ellis stated the project is on the list and is going to the Planning Committee for funding and she is 99.9% comfortable to say she believes we will get the full funding. In fact this project was recommended by DOT. If we get the funding, the funding would be available April 1, and the next step would be to develop a scope of work that can be presented to GTC Planning Committee then a consultant could be hired. A. Ellis stated this was a very competitive process.

Mr. Deming and Mr. Mahus commended A. Ellis for a job well done.

### **Informational Item(s) Written Only**

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS PLAN: Intertech Associates and the Project Steering Committee continued work on the project planning process. The NYS Division of Homeland Security came out on December 19, 2012, and conducted a progress review of the project. Sgt. Mike Bradley and the Planning Director participated in the review. We are still waiting on announcement of awards for the Round 2 Statewide Interoperable Communications Grant Program. We submitted an application for upgrades in the amount of \$4.85M.

### COUNTY PLANNING BOARD:

Vacancies. There is one vacancy on the Planning Board – one for an Alternate At-large member.

### AGRICULTURAL & FARMLAND PROTECTION BOARD (AFPB):

FY2008-2009 Farmland Protection Implementation Grant (Triple H and Sunny Knoll farms). The Genesee Valley Conservancy is continuing work on these projects.

Agricultural District Renewal. The first mailing for Agricultural District #2 is planned for Spring 2013. 303-b Petition Process. We sent the final NYS Agriculture and Markets package approved by the Board of Supervisors on November 14<sup>th</sup> to NYS Agriculture and Markets for approval.

### UPCOMING TRAINING OPPORTUNITIES: LET'S Plan

TRAINING REQUIREMENTS: We held a training session on planning board and ZBA basics on December 6, 2012, at 7:00pm, at the Ossian Town Hall. Planning staff continued working with

municipalities on the tracking and reporting of municipal official training hours for the year.

Reminder: Evenings with the County Planning Board is an opportunity for municipal training credit hours. Municipal planning and zoning officials may receive credit for attending and learning about County Planning Board review. Those interested should call the Planning Department beforehand to learn about the agenda and ensure that a meeting is being held. Meeting cancellations are rare, but do happen.

#### CONESUS LAKE WATERSHED MANAGEMENT PLAN (CLWMP) – CONESUS LAKE WATERSHED COUNCIL (CLWC):

Streambank Remediation Projects –Phase I (\$382,869) & Phase II (\$358,132): The consultant team continued field data collection. The Conesus Lake Watershed Manager continued working on obtaining property owner permissions for the initial fieldwork.

Conesus Lake Watershed Council. The next Council meeting is planned for January 11, 2013. The agenda will include a presentation from EcoLogic on the Characterization Report Update and 2012 Annual Report.

Conesus Lake Watershed Council – Technical Committee. The next meeting is scheduled for January 25, 2013.

Update of the Conesus Lake Characterization Report.

#### TRANSPORTATION:

Genesee Transportation Council: GTC Chairperson Mary Pat Hancock has appointed the Planning Director to the position of Vice Chairman of the PCC, effective November 2012. Scott Leatherstitch from Monroe County has been appointed as the Chair of the PCC. The Planning Director attended the Council meeting on December 13, 2012. The Planning Director also attended the United Development Committee meeting on December 5, 2012, and the TIP Development Committee meeting on December 17, 2012.

Public Transportation Committee Meeting: The Public Transportation Committee met on December 5, 2012 for update on public transportation and related activities in the County.

Livingston County Transportation Connectivity Plan Project. The consultant team continued work on the project. An Advisory Stakeholder meeting was held on November 27, 2012. A Public Open House was held on November 27, 2012, from 5-7pm. We had nearly 50 people come to the Open House. The consultant has a draft of the Existing Conditions Report prepared. It is currently being reviewed for public release. The Planning Director provided a project presentation to the Genesee Rotary on December 3, 2013. A Genesee Steering Committee meeting was held with NYSDOT and Highway representatives on December 6, 2012 to discuss transportation connectivity between State Route 20A/Millennium Drive/Volunteer Road/Lima Road/Megan Drive.

Other Related Transportation Projects/Meetings

2013 United Planning Work Program. The Planning Director submitted a UPWP application for a Dansville Transportation and Industrial and Commercial Access Study to GTC on October 19, 2012. The project will be included on the project listing for review by the GTC Planning Committee at its January 10, 2013 meeting. If approved by the Planning Committee, the project list will be made available for a 30-day public comment period. The Planning Director participated in a second meeting with Senator Young, G&W Railroad, LMC Industrial Contractors, Deputy Director Julie Marshall and Empire State Development to discuss G&W Railroad needs between Dansville and Mt. Morris and possible funding sources to assist.

#### GENESEE-FINGER LAKES REGIONAL PLANNING COUNCIL

G-FLRPC Council. The Planning Director attended the Council meeting on December 13, 2012. The next Council meeting is scheduled for Thursday, March 14, 2013.

Executive Committee. The Planning Director attended the Executive Committee meeting on December 13, 2012. The next Executive Committee meeting is scheduled for January 31, 2013.

Planning Coordination Committee. The Planning Director attended the PCC meeting on December 7, 2012. The next meeting is scheduled for February 1, 2013.

## GENESEE FINGER LAKES REGIONAL SUSTAINABILITY PLAN PROJECT.

The Planning Director attended the Planning Team meeting on December 11, 2012. The Planning Director attended the presentation of the Project at the Regional Economic Development Council meeting on December 12, 2012.

### E911 ADDRESSING:

The Planning Department continued work on the E911 addressing assignments and ROW naming with the Sheriff's Office.

### WEATHERIZATION ASSISTANCE PROGRAM (WAP).

The Planning Director and the NYS Office of Community Renewal are coordinating the necessary steps for divestiture of the program.

Mrs. Donohue asked if we have heard anything regarding the \$4-\$5 million dollar grant for the communications system. The County Administrator stated we sent in for a request last week, and A. Ellis heard back from the Director who gave a non answer.

## **DISTRICT ATTORNEY- GREG MCCAFFREY**

### **Pre-approved Informational Item(s) To Be Reported**

#### 1. PERSONNEL AND ATTORNEY STAFFING WITHIN THE DISTRICT ATTORNEYS OFFICE.

The District Attorneys Office currently has six (6) full-time attorneys and one (1) special, part-time attorney. Effective January 4, 2013, there will be an opening for one full-time position upon the resignation of Assistant District Attorney Lindsay Quintilone. It is the desire of the District Attorney to fill this vacancy with a high-level, experienced prosecutor who will be able to handle an increased caseload, including but not limited to the prosecution of domestic violence cases, drug cases, welfare and white collar crime cases, as well as other felony level offenses. In order to hire an experienced prosecutor, it is the request of the District Attorney to increase the pay level of this current position. Additionally, the District Attorney would like an opportunity to discuss with the committee a vision for staffing within the District Attorneys Office, which could include the addition, deletion and creation of positions based upon increased prosecution of various offenses that could include additional revenue for the county.

District Attorney Greg McCaffrey stated he prepared the 2013 budget based on what he thought he needed. Now that he has been elected for four years, he has a true vision of what he wants to do in the District Attorney's Office. He stated that throughout the last year, the District Attorney's Office has lost a lot of experienced staff. He explained that his current staff including Victor Rowcliffe has 14 years, Lindsay Quintilone, who resigned to go into private practice has 5 years, Josh Tonra less than 5 years, Jeffrey Scherer has 2 years and Scott Woodruff has 1 year, and of course, Ron Cicoria who works part-time.

The DA reported he has posted Lindsay Quintilone's position and received about a dozen applications—some with good experience and some right out of law school, even though the job requires a minimum of five years experience. To fill this position with someone as good or better, he is hopeful that the Committee will authorize an increase in salary. He added that Josh Tonra and Lindsay Quintilone were hired right out of law school at \$56,000, which is the average starting salary for prosecutors. He indicated he has compared staffing sizes with other counties and reviewed item #2 below. The DA indicated that Livingston County is comparable in terms of staffing size. He mentioned that Ontario County District Attorney staff is very well paid, and he is concerned that Ontario County may entice staff to come work there. He gave examples of some candidates he would like to recruit and they would be taking approximately a \$30,000 or \$15,000 pay cut. He indicated he thought Genesee County is more comparable to us, but they do not prosecute traffic violations, and that is the discretion of the District Attorney. Genesee County ADA's receive an additional stipend from each Town to prosecute traffic tickets, and their average salary is \$62K to \$78K. Our ADA's that do local court make \$56K, the two felony level ADA's make \$65K, the First Assistant earns \$86K and Ron Cicoria \$31K. He continued reviewing Steuben County and Wyoming County staffing.

The DA stated he has been on board since May 2012, and he has created a lot of savings and he indicated there could be a lot more savings. He currently has saved over \$15,000 on transcript costs, have not done any felony hearings, and the grand jury budget diminished because more cases are going to County court. He indicated when he submits the 2014 budget, the budget will reflect these changes. There will be increased revenue from the prison cases. He explained he reduced the 2013 budget by \$18,000 but the bottom line was still higher due to health insurance and pension costs. He added he cut everywhere he could to present a bare-bones budget.

The DA stated he has talked with the County Administrator and indicated there are revenue fraud cases that the DA's office could prosecute, however, the DA indicated he does not believe his office is staffed to do that right now. He and Victor Rowcliffe are the only experienced felony attorneys on staff, aside from Ron Cicoria. Victor Rowcliffe has tried 20-25 felony cases, Greg has tried 50 plus and Josh has tried one and the other two ADA's zero. In terms of public safety, he does not feel comfortable having those staff members doing felony cases.

The DA explained he is looking to take on Medicare and white-collar crime prosecution. These are tough hard cases that involve a lot of detail work and a lot of time, and he would like the new hire to come in to assist with these cases. In conjunction with the Sheriff's Office, a Livingston County Drug Task Force has been launched, which could ultimately produce additional revenues; however, he and Victor Rowcliffe are the only staff that can do these cases. The next Assistant that he would like to hire would have the experience to do these cases.

The DA stated his office has the Traffic Diversion Program down to a science and in 2012 the program grossed \$230,000. Victor Rowcliffe, along with a Clerk Typist, manages this program. In 2011, the program grossed about \$180,000. He added that the department could use a Traffic Diversion Administrator.

The DA indicated that he, Victor Rowcliffe and Josh Tonra are in charge of doing all of the felony work and the next assistant will be involved in what we are currently doing and also taking on the white-collar crimes, be the liaison with the Sheriff's Department for the Livingston County Drug Task Force and perform grant writing work. The Livingston County Drug Task Force will be successful but it will also be tough on the DA's office. He explained that the DA's office currently receives \$50,000, which paid part of Lindsay Quintilone's salary. The remaining of the money is distributed to the Sheriff's Office, and Chances and Changes. He explained he does not have anyone currently on staff to do this grant paperwork. Specifically, he is looking for a candidate who has experience in grant writing and who is a felony-level attorney.

The DA stated he is not asking for more attorneys. As of Friday, 1/4/13, there is a vacancy as a result of Lindsay Quintilone resigning. He explained he currently has two female Assistant District Attorney from other counties that are interested in coming to Livingston County. One currently makes \$97,000 and the other is in the mid-80's and they will not come for \$65,000. He requested permission to hire a new Assistant District Attorney at the \$85,000 range, which would be a \$20,000 salary increase. He requested \$30,000 with the ability to spread \$10,000 among the staff. He stated he cannot promise anything moving forward but he indicated by mid-summer he could be back here explaining how he is changing the office again and possibly eliminating a position. He stated he needs to bring someone in very soon from another DA's office. He explained that Victor Rowcliffe's current salary is \$86,000. The DA explained Rowcliffe's duties.

Mr. Martello asked what is Lindsay Quintilone's salary. The DA stated \$65,000. Mr. Martello stated that you are looking for \$85,000 to replace her. The DA indicated he would like to hire one of the two he has talked to. He would like to know he has up to \$85,000 to offer the candidates, depending on experience. The one ADA has 14 years experience in a DA's office and would be taking a \$14,000 pay cut to work here.

Mr. Wadsworth asked if part of \$30,000 going to Victor Rowcliffe and the DA responded yes. He would like to

bump him up so he remains higher than the new hire.

Mr. Martello asked what is full-time in the DA's office. The DA responded the job is 40 hours a week but they easily work 50-60 hours. He explained he intends to have the new hire doing grand jury, become the Domestic Violence Coordinator and he may possibly reorganize the office and appoint this new person as the Second Assistant DA. He added there is a chance that one or both may decline the health insurance benefit.

The County Administrator asked if the DA envisioned being able to say that it will cost the same amount of money that is currently budgeted once this new structure is in place. The DA stated that with Lindsay Quintilone leaving, it changed his plan for what he wanted to do. He added it is tough to ask for more money now because he does want to restructure the office and ultimately probably reduce staff. He stated it is imperative to bring in a felony level experienced attorney now and by May, June, or July the Board will see increased prosecutions. He indicated that Ron Cicoria is in his 70's and indicated we may not need the position down the road. He indicated that we may not need the Special Assistant position down the road. He added that Richard Corrigan is paid through a grant that expires in September/October 2013, and he is not sure whether we will get this grant again. The DA stated the Board would never see the staff increase—only decrease.

The County Administrator stated he does not know about the Livingston County Drug Task Force and asked if others knew we had a Drug Task Force. Mr. Yendell stated he believes the Sheriff or Undersheriff mentioned it in the Law Enforcement Council meeting, and it is something they just started. The DA stated the Task Force has not had an organizational meeting yet but it is up and running. Members of the Sheriff's Office in conjunction with members of village police forces are being more proactive so monies are distributed equally.

Mr. DiPasquale asked where are we getting the \$30,000 for the DA's proposal. The County Administrator stated he asked an important question earlier in the meeting—after all the shuffling of players, and amendments to salaries, how much are we really going to be supplying to this request; could it be more than \$30K or less than \$30K.

The DA indicated that just last year alone, the Traffic Diversion Program brought in \$50,000 more than the year before. He stated he has already decreased the budget and now he is asking for a credit in order to bring this experienced person on board, and he believes it will be worthwhile to do this.

The County Administrator stated we budgeted \$180,000 for the Traffic Diversion Program and there is a 2/3, 1/3 split of the revenues between the Towns and County respectively. If we take in \$230,000 for 2012, which is a significant increase and the County will take in approximately \$76,000 opposed to \$60,000. The DA explained that he could decide not to prosecute Traffic violations and then it would be the responsibility of the Towns. He indicated he would not stop prosecuting traffic violations.

Mr. Deming requested that the DA write up his proposal and long-term plan and submit it to the County Administrator.

The County Administrator asked if there was the possibility of getting more than \$50,000 through the Domestic Violence Grant if we are paying a higher salary. The DA responded that \$50,000 is committed to salaries, which is only a portion of the grant—part of the money goes to the Sheriff's Office and also Chances and Changes.

The DA explained that Livingston County is actually administering this Domestic Violence Grant for several agencies, and Lindsay was the Coordinator for this grant and prepared the paperwork. The DA stated he intends to assign the new hire the responsibility of being the grant coordinator.

Mr. DiPasquale asked what is the next step. The County Administrator stated the matter would have to be referred to the Ways and Means Committee to amend the Departmental Head Salary Schedule establishing a salary range for this position.

Mr. DiPasquale stated we should move forward but a plan should be developed.

The DA stated that if his plan does not come to fruition, he would terminate the Special Assistant position by the end of this calendar year and that would replenish the \$30K. The DA stated that Ron Cicoria has been invaluable and has helped with the transition, but if the savings are not there by the end of the year, he would eliminate the position.

Mrs. Babbitt Henry thinks it makes sense to hire and pay a more experienced attorney. The DA explained the County was very fortunate when Tom Moran was DA there was not a lot of turnover, and 10 years from now the DA will have an experienced office as well, if no one leaves.

Mr. Deming asked what the DA will request from the Ways and Means Committee. The DA stated he would be asking to create a position entitled Second District Attorney with a salary at \$85,000 and also money to bump up Victor Rowcliffe.

Mr. Wadsworth stated that this seems like a logical plan as long as we can afford it and have it sustainable he is inclined to support it. Mr. Deming concurred and he indicated we can also hold the DA's feet to the fire and if the plan does not come to fruition he will have to make some cuts.

Mr. Mahus concurred that we should move forward. Mr. Mahus asked if there is a need to do a press release pertaining to the Drug Task Force to avoid doing it at election time. Mr. Mahus asked about implications to Public Defense.

Mr. Deming stated that the Public Services Committee supports the proposal and referred it to Ways and Means on 1/14/13.

The County Administrator stated that he posed the question about the Drug Task Force because there are a lot of other things that tend to follow along, i.e. commitments, service expenses. The County Administrator added that he must consider the "apple cart" issue of other county departments. For example, we currently hire Assistant Public Defender's on a part-time basis at salary of \$45K-\$57K with no fringe benefit package.

2. District Attorney would like to present the following information in advance of this meeting:
  - Livingston County DA's Office - Population approx. 65K; 6 FT Attorneys with salaries of 56K to 86K, 1 PT Attorney with salary of 30K, staff of 4
  - Ontario County DA's Office - Population approx. 105K; 11 FT Attorneys with salaries of 60K to 98K, staff of 7
  - Genesee County DA's Office - Population approx. 60K, 4 FT Attorneys with salaries of 62K to 78K, staff of 2.5
  - Steuben County DA's Office - Population approx. 99K, 4 FT Attorneys with salaries of 60K to 89K, 3 PT Attorneys with salary of approx. 38K, 1.75 time Attorney with unknown salary, staff of 7
  - Wyoming County DA's Office - Population of approx. 42K, 2 FT Attorneys with salaries of 75K and 49K, staff of 2.

## **OTHER**

### **Action Item(s) To Be Reported**

1. **APPOINTING MEMBERS TO THE LIVINGSTON COUNTY TRAFFIC SAFETY BOARD –**

**DONALD HIGGINS, SHERIFF JOHN M. YORK, MAJOR CHRISTOPHER SMITH**

RESOLVED, that the following members are hereby appointed to the Livingston County Traffic Safety Board for the term designated:

Name	Address	Rep./Title	Term
<b>Livingston County Traffic Safety Board</b>			
Donald Higgins	4389 Gypsy Lane Mt. Morris, NY 14510	Highway Dept Member	1/1/13-12/31/15
Sheriff John M. York	4 Court St Geneseo, NY 14454	Sheriff Dept Member	1/1/13-12/31/15
Major Christopher Smith	4 Court St, Geneseo NY 14454	Sheriff Dept Alternate	1/1/13-12/31/15

*MOTION: Mr. DiPasquale moved and Mr. Martello seconded to authorize the foregoing resolution. Carried.*

**2. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY WATER AND SEWER AUTHORITY BOARD – PHILLIP S. BROOKS AND GARY D. MOORE**

RESOLVED, that the following members are hereby appointed to the Livingston County Water and Sewer Authority Board for the term designated:

Name	Address	Rep./Title	Term
<b>Livingston County Water and Sewer Authority Board</b>			
Philip S. Brooks	P.O. Box 873, Nunda, NY 14517	Member	1/1/13-12/31/15
Gary D. Moore	2085 Dunkley Road, Leicester, NY 14481	Member	1/1/13-12/31/15

*MOTION: Mr. Merrick moved and Mr. Martello seconded to authorize the foregoing resolution. Carried.*

**3. APPOINTING VOTING REPRESENTATIVES TO THE INTER-COUNTY ASSOCIATION OF WESTERN NEW YORK FOR THE YEAR 2013 – DOMENICK J. MARTELLO, MARK J. SCHUSTER, PETER YENDELL**

RESOLVED, that the following members are hereby appointed to the Inter-County Association of Western New York for the year 2013 for the term designated:

Name	Address	Rep./Title	Term
<b>Inter-County Association of Western New York</b>			
Domenick J. Martello	4939 Blank Hill Rd, Dansville, NY 14437	Supervisor/T of Ossian	1/1/13-12/31/13
Mark J. Schuster	6464 Liberty Pole Rd, Dansville, NY 14437	Supervisor/T of Sparta	1/1/13-12/31/13
Peter Yendell	7447 College St, Lima, NY 14485	Supervisor/T of Lima	1/1/13-12/31/13

*MOTION: Mr. DiPasquale moved and Mr. Martello seconded to authorize the foregoing resolution. Carried.*

**4. APPOINTING MEMBERS TO THE LIVINGSTON COUNTY SOIL AND WATER CONSERVATION DISTRICT BOARD OF DIRECTORS –JOHN MAXWELL, DAVID LEFEBER, WILLIAM WADSWORTH**

RESOLVED, that the following members are hereby appointed to the Livingston County Soil and Water Conservation District Board of Directors for the term designated:

Name	Address	Rep./Title	Term
<b>Livingston County Soil and Water Conservation District Board of Directors</b>			
John Maxwell	3977 Lakeville Groveland Rd, Geneseo, NY 14454	At Large Member	1/1/13-12/31/15
David LeFeber	2796 Pole Bridge Rd, Avon, NY 14414	Supervisor Member	1/1/13-12/31/13
William Wadsworth	PO Box 127, Geneseo NY 14454	Supervisor Member	1/1/13-12/31/13

*MOTION: Mr. Martello moved and Mrs. Babbitt Henry seconded to authorize the foregoing resolution. Carried.*

**5. APPOINTING MEMBERS TO THE FISH AND WILDLIFE MANAGEMENT BOARD - ROBERT ESTES, LONNIE MEEUSEN**

RESOLVED, that the following members are hereby appointed to the Fish and Wildlife Management Board for the term designated:

Name	Address	Rep./Title	Term
<b>Fish and Wildlife Management Board</b>			
Robert Estes	90 Maxwell Station Rd., Caledonia NY 14423	Landowner Rep.	1/1/13-12/31/14
Lonnie Meeusen	2416 Chautauqua Hollow Rd., Dalton, NY 14836	Landowner/Alternate	1/1/13-12/31/14

*MOTION: Mr. Wadsworth moved and Mr. Mahus seconded to authorize the foregoing resolution. Carried.*

**6. APPOINTING MEMBERS TO THE SENECA TRAIL RESOURCE CONSERVATION & DEVELOPMENT COUNCIL – MARK SCHUSTER, JAMES BOOTH, ROBERT STRYKER, JO BETH BELLANCA**

RESOLVED, that the following members are hereby appointed to the Seneca Trail Resource Conservation & Development Council for a term as designated:

Name	Address	Rep./Title	Term
<b>Seneca Trail Resource Conservation &amp; Development Council</b>			
Mark Schuster	6464 Liberty Pole Rd., Dansville, NY 14437	Legislative Representative	1/1/13-12/31/15
James Booth	34 Livingston Street, Geneseo, NY 14454	At-Large Member	1/1/13-12/31/15
Robert Stryker	11 Megan Drive, Suite 2, Geneseo, NY 14454	Soil & Water Conservation District Rep	1/1/13-12/31/15
Jo Beth Bellanca	1123 Oak Openings Rd, Honeoye Falls, NY 14472	Alternate Rep	1/1/13-12/31/15

*MOTION: Mrs. Babbitt Henry moved and Mr. Martello seconded to authorize the foregoing resolution. Carried.*

*NOTE: After the committee meeting, the Clerk talked with Robert Stryker and he instructed her to remove Jo Beth Bellanca's name because an alternate is no longer necessary.*

## ADJOURNMENT

*Mr. Merrick moved and Mr. Mahus seconded to adjourn the meeting at 3:46 p.m. Carried.*

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### PROBATION DEPARTMENT- LYNNE MIGNEMI

#### Informational Item(s) Written Only

##### 1. PROBATION DEPARTMENT WORKLOAD

- 644 adult offenders supervised in county (32 treatment court cases being supervised in drug court)
- 33 offenders in other NYS counties
- 10 offenders in other states
  - 22 juveniles supervised
  - 27 new juvenile referrals
  - 27 investigations ordered
- 22 active EHM cases (1 juvenile; 21 adults; 3 of which are female), 0-Global Positioning
- 0 adult placed on probation for willful violation of support
- 22 New Leandra's Law cases (14 CDs)

##### 2. MONIES COLLECTED

- \$ 9,095.16 – restitution
- 12,586.00 – fines
- 2,692.00 – fees
- 271.19 – surcharge

##### 3. MEETINGS ATTENDED

- 11/6/12 Human Services Department Head
- 11/6/12 Board of Elections
- 11/7/12 Public Service meeting
- 11/13/12 COPA-Hosted by Livingston County
- 11/14/12 Board of Supervisor's Meeting
- 11/21/12 David Morris-Financial Policies
- 11/20/12 Law Enforcement Council
- 11/20/12 Multi-Disciplinary Task Force on Sexual Abuse and Severe Physical Trauma

##### 4. ADMINISTRATIVE REVIEWS

One (2) administrative review

##### 5. TRAINING

Name	Date	Training	Hours	Misc.
Doug Czyryca	11/27/12	COMPAS 8	2	
Katie Dunn	11/27/12	COMPAS 8	2	
Colleen Fronk	11/16/12	NCIC Certification	1.5	
Debra Johnston	11/1/12	NCIC Certification	1.5	
Liz Laney	11/2/12	NCIC Certification	1.5	
	11/8/12	COMPAS 8	2.0	
	11/15/12	JIDS Training	2.0	
	11/17/12	JIDS Training Step By Step	2.0	
Debra Mack	11/27/12	COMPAS 8	2.0	
Matthew McKinney	11/27/12	COMPAS 8	2.0	

Lynne Mignemi	11/15/12	JIDS Training	2.0	
	11/16/12	NCIC Certification	1.5	
Courtney Sobrado	11/14/12	NCIC Certification	1.5	
	11/19/12	COMPAS 8	2.0	
Jason Varno	11/5/12	NCIC Certification	1.5	
	11/19/12	COMPAS 8	2.0	
Karen Weidman	None			
Michelle Wolfanger	11/19/12	COMPAS 8	2.0	
	11/20/12	PINS Presentation @ Youth Board	0.25	

## **HISTORIAN- AMIE ALDEN**

### **Informational Item(s) Written Only**

November – December 2012

Meetings, events and activities:

November 1<sup>st</sup> – presented a review of the book, *A disposition to be rich* by Geoffrey Ward for the Wadsworth Library Monthly Book Review.

November 4<sup>th</sup> – attended the annual meeting of the Livingston County Historical Society

November 5<sup>th</sup> – met with a group of Geneseo/Groveland Vietnam Veterans to help coordinate a book on their experiences before, during, and after the war.

November 7<sup>th</sup> – attended the Flag Dedication ceremony at the Center for Nursing and Rehabilitation

November 8<sup>th</sup> – attended the Livingston County Fall Tourism Luncheon at the Oak Valley Inn, Geneseo.

November 12<sup>th</sup> – attended a Veteran's Day ceremony at the CNR.

November 13<sup>th</sup> – presented a program entitled "Monumental Art: The history of Livingston County's Civil War Monuments" for the Springwater-Websters Crossing Historical Society.

November 14<sup>th</sup> – attended a workshop on how to do Oral History presented by Preston Pierce, Regional Archivist of the Documentary Heritage Program at the Dansville Library.

November 15<sup>th</sup> – presented Livingston County's Poor House History for the CNR Leadership retreat meeting at the Government Center.

November 28<sup>th</sup> – attended the Documentary Heritage Program Regional Archivist committee meeting held in Pittsford.

December 6<sup>th</sup> – hosted the December luncheon meeting of the Livingston County Town Historians at the County Historians Office.

December 6<sup>th</sup> – opening reception of my exhibit entitled "Expressions of the Civil War in photographs and letters home" at Livingston Arts Center, Murray Hill. The exhibit will be on display through February 2<sup>nd</sup> 2013

December 7<sup>th</sup> – attended the Livingston County Historical Society annual holiday gathering held at the museum in Geneseo.

December 13 – attended the County Department Head meeting at Emergency Management Services building.

December 19<sup>th</sup> – attended the Rochester Chapter of the Sons of American Revolution annual dinner and was awarded the Bronze Good Citizenship Medal for efforts in promoting the history of the American Revolution in the county and the Porter Revolutionary War pastel paintings exhibits.

Other: Four of the seven panels for timeline exhibit for the Government Center are done and ready for printing and mounting. I hope to have the final three panels ready in the next few weeks.

## **EMERGENCY MANAGEMENT SERVICES- KEVIN NIEDERMAIER**

### **Informational Item(s) Written Only**

Was requested by NYSOEM to respond with the Western District Incident Management Team for Hurricane Sandy, the deployment was to Long Island. The team was responsible for Operations, Logistics, and Planning. A power point presentation was given at the Department Head meeting, lessons learned from the response are;

Coordination of resources (supplies and equipment), how to account for them, storage of resources and distribution. Volunteer Management, problems faced with the inundation of individuals who self dispatch to help others. Catastrophic Planning, this is a directive from NYSOEM each County will have to develop a planning for this type of an event. The developments of these plans are the objectives for the office for 2013. I would like to thank Administrator Coyle and the Board of Supervisors for allowing me to respond to this event, I personally feel responding to these incidents are a benefit to the County, from the lesson's learned we can be better prepared.

Completed the FEMA training requirement for the Finance Section Chief course, this training provided the guidelines and background for operating a functional Finance section in the Emergency Operation Center for a large scale event. Information covered was Time documentation for personnel, Cost management for the event, Procurement of resources per established policy and procedures, and injury/workmans compensation documentation regarding what is required. The course focuses on FEMA requirements for reimbursement.

NYS Department of Health is planning a drill called "Flurricane" for May 13<sup>th</sup> – 17<sup>th</sup>, 2013. Will be working with the Health Department in coordinating the required response from OEM and the EOC. The drill objectives are to evaluate the county response if it is impacted by a catastrophic event with power outages, road closures and infrastructure damage.

Completed a Department of Homeland Security and Emergency Services audit .

Responded to 10 fires for investigation in November and 9 fires for investigation in December.

Merry Christmas, Happy New Year

## **ECONOMIC DEVELOPMENT- JULIE MARSHALL**

### **Informational Item(s) Written Only**

Downtown Revitalization Program – Informational meetings for the 2013 Livingston County Sign & Façade Improvement Program will be held January 29, 2013.

New York Main Street Program - The Villages of Dansville and Lima have successfully completed their 2010 New York Main Street Grant projects. Each Village program was monitored by the State on December 21, 2012 and the grants can now be formally closed out. Twenty-two commercial buildings in the two villages were renovated with the use of the grant funds. These renovations also improved or created 28 residential units. The grant awards leveraged an estimated \$1.1 million in additional private investment.

Finger Lakes Regional Economic Development Council– The following Livingston County projects we awarded funding on December 19<sup>th</sup> :

18009	Genesee, Livingston, Monroe, Ontario, Orleans, Seneca, Wayne, Wyoming, Yates	PathStone Corporation	Regional Capital Development Revolving Loan Fund	Path stone Corporation will fund a small business revolving loan fund for the nine Finger Lakes counties.	ESD	\$2,000,000
15329	Livingston	Gray Metal Products Inc	Facility expansion	Gray Metal Products will expand its metal working business in Livingston County.	ESD	\$900,000
18502	Livingston	Once Again Nut Butter	New Manufacturing Facility	Once Again Nut Butter will construct a new 40,000-square-foot manufacturing facility for local food processing company in Livingston County.	ESD	\$300,000
15572	Livingston	Town of Groveland	Ambuscade Park Development Project	The Town of Groveland will construct a multi-purpose building in Ambuscade Park, which is listed on the National Historic Register, for use by community groups for a wide-range of activities. The project will include improvements to its water and electrical systems and will greatly expand the park's ability to meet the needs of local residents and visitors. These improvements, and its location on the Revolutionary War Heritage Trail, will also attract more tourists.	Parks	\$148,000
15563	Livingston	Village of Avon	Avon Downtown Revitalization Program	The Village of Avon will renovate seven buildings in downtown Avon. The award will be used for interior and exterior renovations to five commercial and seven residential units, as well as streetscape enhancements.	HCR	\$250,000
18067	Livingston	Village of Mount Morris	Provo Small Business Project	The Village of Mount Morris will assist in the start-up of Thomas' Restaurant. NYS Community Development Block Grant funds will be used toward the purchase of inventory, furniture, fixtures, and equipment.	HCR	\$69,000
15560	Livingston	Village of Nunda	Nunda Downtown Revitalization Program	The Village of Nunda Main Street Program will renovate six facades in its historic downtown. The award will also be used for interior renovations on four commercial and seven residential units.	HCR	\$250,000

The Villages of Nunda and Avon both received NY Main Street awards. One hundred one applications for New York Main Street funding were received by the State with only 25% receiving funding.

The Provo Small Business Project funding will enable a graduate of the *FastTrac New Ventue Program* to open a restaurant in the Village of Mt. Morris.

Funding for Gray Metal Products and Once Again Nut Butter will enable both companies to expand their manufacturing operations.

The Pathstone Corporation funding will capitalize a small business loan fund which will be available to small businesses within Livingston County. Julie Marshall is a member of the Pathstone Enterprise Center Board of Directors and a member of the Revolving Loan Fund committee.

## **PUBLIC DEFENDER- MARCEA CLARK TETAMORE**

### **Informational Item(s) Written Only**

1. Applications received from November 28, 2012 to 12/24/12 a.m.: 1607
2. Files opened from November 28, 2012 to 12/24/12 a.m.: 1083
3. Assignments to GVLA from 1/1/12 to 12/24/12 a.m.: 268 (approx.)
4. Section 722-d money received by 12/24/12 a.m.: \$2,511.50

## **BOARD OF ELECTIONS- NANCY LEVEN AND LAURA SCHOONOVER**

### **Informational Item(s) Written Only**

1. The copier has been installed for the purpose of producing ballots for all elections. Additional equipment is needed and has yet to be purchased.
2. The registration file cabinets have been removed to make room for the copier.
3. The Commissioners participated in a conference call with the State Board on December 19<sup>th</sup>.
4. Caucuses are being scheduled for the upcoming village elections in the villages of Lima, Livonia, Mount Morris and Dansville.
5. The Commissioners will be attending the NYS Election Commissioners' conference in Albany January 14-17.
6. The Commissioners have once again been requested to register students to vote in the government classes at Livonia Central School January 7 & 8.

7. The backlog of over 1,000 registrations which were held once the deadline to register passed has been completed.

Respectfully submitted,

Virginia O. Amico  
Clerk of the Board