

PUBLIC SERVICES COMMITTEE MEETING MINUTES

WEDNESDAY, JUNE 5 2013

1:30 P.M.

PRESENT: G. Deming, D. Mahus, C. DiPasquale, D. Martello, W. Wadsworth, D. Babbitt Henry, J. Merrick, B. Donohue, L. Semmel, I. Coyle

PRESENT AFTER MEETING CALLED TO ORDER: Ben Beagle of Livingston County News, D. Nieswiadomy, Lisa Burns & Laura Lane – Livingston County Chamber

TOURISM OFFICE – LISA BURNS

Pre-approved Informational Item(s) To Be Reported

1. QUARTERLY TOURISM UPDATE – Ms. Burns distributed the both the first and second quarterly report for 2013 for discussion.

1st Quarter Tourism Marketing Review

All marketing efforts are based on the 2013 Marketing Plan plus additional marketing opportunity developed through collaboration and PR outreach.

Integrated Advertising/Marketing

- **2013 Visitor's Guide** Development and Publication - Solicitation and secure advertisers. Work with Graphic Designer, secure Printing Contract and produce Guide(100,000)in early March
- Distribution outlets secured – Yankee Doodle Distribution Service-guide distributed to over 850 locations in all of Western New York and portions of Ontario, CA and northern PA / IMS Distribution Service-#800 fulfillment house and case distribution to over 75 tourism offices, Chambers of Commerce and attractions that display visitor resource / Letchworth State Park / local county businesses etc...
- New York State Travel and Vacation Association – Distribution of the Livingston County Visitors Guide at 21 Trade/Consumer Shows in New York, Canada, Eastern US.
- **PRINT AD placement**
 - Campground Owners of New York
 - The Genesee Naturalist
 - VisitRochester Guide
 - Letchworth State Park Vacation Guide
 - ILOVENY 2013 Visitors Guide (FLSW)
 - Oprah Magazine, in conjunction with ILOVENY (FLSW)
 - Life in the Finger Lakes Magazine
- Ongoing work to revamp the **tourism website FingerLakesWest.com**. Data Content Management System Joomla! Utilized for in-house management of all data. Crisp, bright, full page imagery to enhance visual appeal. Launch slated for early April.
- Ongoing Social Media outreach via Facebook (733), Twitter (472) Flickr (31), Pinterest (63) Blogs etc....
- Digital banner ads – Genesee Sun, Life in the Finger Lakes Travel
- Second Annual unveiling of the county's visitor guide as a part of an Art Exhibit. Collaboration with the Livingston Arts. Showcasing the work of photographer Bob Oswald, Larry Tetamore and graphic design of Cindy Altmire Harris – ART IN TOURISM exhibit at the Livingston Arts Center. Fifty (50) people in attendance.
- **Marketing/Advertising plans laid for cross-county/regional collaborations – Finger Lakes TPA's CFA Grant for \$100.00 for ILOVEFresh Air Campaign, Rt. 5 and 20 travel commercial, Greater Niagara Country Byways promotion**
- Collaboration with County Historian's Office to produce collateral for the Sullivan Campaign of Revolutionary War ON Cell Tour begins. Other Trail to be produced – Civil War Monuments.

PR

- Three separate Livingston Tourism related articles – GeneseeSun and two in Livingston County News.
- FL TPA's – Collaboration to contract a NYC PR Firm to bring awareness to our joint marketing efforts.
- Guest Speaker for Mount Morris Dam Lecture Series

- Represent county at the Cleveland Outdoor Show in conjunction with New York State Travel and Vacation Association
- 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 and Marketing Office Duties

- **Tourism Office followed state protocol and made application for the 2013 I LOVE NY Matching Funds Grant. Grant award has been received (\$62,743.00)**
- RE-GRANT to county Festivals and Events for marketing – total \$18,100.00
- Attended monthly Finger Lakes Tourism Promotion Agency meeting. IE: Regional Marketing Collaboration
- Attend two separate events in Toronto to help promote regional Golf and leverage on LPGA/PGA in area, summer 2013
- Meet with ILOVENY officials in Albany for regional outreach on “knowledge tour”
- Served as MC for the Finger Lakes Regional “Foodie Awards” in Canandaigua
- Chair – Society of Genesee and the Lakes for tourism awareness and operation of the Scottsville Information Center on the New York State Thruway.
- Delivered boxes of 2013 Visitor Guides to Supervisor for distribution at town/village offices.
- Attended monthly Visitor Industry Council meeting of Visit Rochester.
- Service with County Planning Department – Connectivity Plan for Livingston County
- Participate on FLREDC Tourism and Arts Sub-Committee for the New York State Regional Economic Development Councils.
- Co-Chair FLREDC Path Through History Workgroup
- Attend various county partner events.
- Sponsored annual Taste of Livingston with recyclable Livingston County Tourism logo bags
- Facilitated bi-monthly Livingston County Tourism Council meeting
- Sub-committee of council begins to lay-out the annual county motorcoach “FAM” tour.

2nd Quarter Tourism Marketing Review

All marketing efforts are based on the 2013 Marketing Plan plus additional marketing opportunity developed through collaboration and PR outreach.

Integrated Advertising/Marketing

- On-going distribution of 2013 Livingston County Visitor Guide.
- **Re-skinned tourism website and mobile friendly site launched – www.FingerLakesWest.com. Site is more user friendly, large image slide show, In-house data content management.**
- **Routes 5 and 20** – Collaboration with Ontario, Seneca, Cayuga and Genesee Counties and Skaneateles. June TV commercial through cable (Time Warner) in Greater Syracuse Area has, to date, produced over 2500 requests for print material and has generated over 3400 unique visitors to the 5 and 20 website.
- **Country By-Ways** – Collaboration with Genesee, Orleans and Wyoming counties to promote the virtue of country attractions and events. Target market – all of western New York and portions of Ontario, Canada. TV Commercial began running in late May and will continue through July. Cable outlets – in Rochester Market YNN, HGTV, TLC, in Buffalo YNN, in Syracuse YNN. Print Brochure in production, group tour collateral in production, motorcoach seminar scheduled.
- **Prominent Livingston County coverage in Life in the Finger Lakes Travel Edition – in addition to paid AD.**
- Ongoing Social Media outreach
- In development of tourism collateral rack-card for SUNY Geneseo related events.

PR

- Coverage on re-launch website – The Livingston County News, Genesee Valley Penny Saver, Genesee County Express
- Democrat and Chronicle coverage of National Warplane Museum – Livingston Tourism quoted.
- 10th Annual County Motorcoach “FAM” tour. “Path Through Livingston County History” Sold out as of June 1st, some from Leadership Livingston. Motorcoach donated by Covered Wagon Tours in Avon
- Tourism Host Chamber Business After Hours at Eagle Crest Vineyards in Conesus – Over 50 in attendance.

- **8th Wonder of the World contest through Virtual Tourist entered for Letchworth State Park, Livingston County. Voting widget on website and push through social media push (Facebook, Twitter and Pinterest) The landmark with the most votes will be deemed the winner, be featured in a national TV segment and receive a major PR push from VirtualTourist, so start spreading the word.**
- Tourism office provided PGA Practice Round certificates to LCEA Golf Tournament. Part of media advertising 'buy' in conjunction with VisitRochester and PGA. – Livingston County Visitor Guides will be at the PGA!
- Four separate Livingston Tourism related articles - GeneseeSun
- FL TPA's – Collaboration to contract a NYC PR Firm to bring awareness to our joint marketing efforts.
- 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
- Host Travel Writer Nick Edwards from Frommers, host Travel Blog writers from New Jersey/New York area – four blogs written
- E-Newsletter – May Issue

Related Tourism and Marketing Office Duties

- **Attend Governor's Tourism SUMMIT in Albany**
- **Attend the Empire State Tourism Conference in Niagara Falls**
- **Attend Tourism Action Day for implementation of SUMMIT plans in Syracuse**
- Speak on behalf of local tourism at new National Warplane Museum Press Conference – several local media outlet coverage.
- MC'd the Fly Back into the 40's Luncheon Show to support efforts of the new National Warplane Museum
- Begin plan to refresh Dansville Visitor Information Center
- Attended monthly Finger Lakes Tourism Promotion Agency meeting. IE: Regional Marketing Collaboration
- Quarterly meeting schedule with Downtown Coordinator as information sharing.
- Chair – Society of Genesee and the Lakes for tourism awareness and operation of the Scottsville Information Center on the New York State Thruway.
- Attended monthly Visitor Industry Council meeting of Visit Rochester.
- Participate on Tourism and Arts Sub-Committee for the New York State Regional Economic Development Councils. **Livingston County to HOST the June meeting of Tourism and Arts at the National Warplane Museum.**
- Serve on Tourism and Arts Workgroup Tourism Marketing Sub-Committee
- Collaborate with Livingston Arts, the Livingston County News and local downtown communities on a universal calendar for events in Livingston County.
- Attend various county partner events.
- Facilitated bi-monthly Livingston County Tourism Council meeting

SHERIFF'S DEPARTMENT – UNDERSHERIFF SZCZNESNIAK

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 SHERIFF'S DEPARTMENT - MONROE COUNTY REGIONAL CRIME LABORATORY, KESHEQUA, YORK AND LIVONIA SCHOOL DISTRICTS

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for the Livingston County Sheriff's 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>
Monroe County	1/1/13 - 12/31/13	\$39,522.00

Regional Crime Laboratory
85 West Board Street
Rochester, New York 14614
For: Forensic Services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
A3171.4160	100%	Yes X No
Keshequa Central School District	7/1/13 – 6/30/14	\$71,125.00

13 Mill Street
 Nunda, New York 14517
 For: School Resource Officer
Livonia Central School District
 6 Puppy Lane
 Livonia, New York 14487
 For: School Resource Officer
York Central School District
 2758 Genesee Street
 Retsof, New York 14539
 For: School Resource Officer

7/1/13 – 6/30/14

\$71,125.00

7/1/13 – 6/30/14

\$71,125.00

The Undersheriff explained that there is no increase in the cost for the crime lab contract. They are providing great service. The department is doing more and more of the police departments ID work. This is not an itemized contract but for the services needed from the lab during that given time period. The school resource officer contract cost is determined by the County Administrator and County Auditor. Dansville Central has successfully put a school resource officer into their budget. In all likelihood they will be coming to the Sheriff's Department versus the police department for this service. The application for the grant for the school resource officer has been submitted but he has not heard yet. Mr. Coyle explained how the cost is determined.

MOTION: Mr. Dipasquale moved and Mr. Merrick seconded to approve the aforementioned resolution carried.

HIGHWAY – DON HIGGINS

Action Item(s) To Be Reported

1. AWARDING BID AND AUTHORIZING PURCHASE FOR THE COUNTY HIGHWAY DEPARTMENT FOR A 2013 50-TON EQUIPMENT TRAILER – GEORGE AND SWEDE SALES & SERVICE & REFERRING THE RESOLUTION TO WAYS AND MEANS

WHEREAS, after proper advertisement seeking bids for a new 50-Ton Equipment Trailer, nine (9) bids were received and opened on May 14, 2013, 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

George and Swede Sales & Service

7155 Big Tree Road
 Pavilion, NY 14525

For: Purchase of 2013 Interstate Model 102SDGN 50-Ton Equipment Trailer, to replace current 1989 Rogers 35-Ton Equipment Trailer. Cost is not to exceed the amount indicated.

Amount
 \$62,030.00

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
2013 County Highway Budget Appropriations	100%	Yes XXX No

Director's Comments:

Nine bids received ranged from \$62,030.00 to \$79,449.00.

Mr. Higgins distributed information on the new trailer.

MOTION: Mr. Mahus moved and Mrs. Babbitt Henry seconded to approve the aforementioned resolution carried.

Mr. Higgins informed the committee that he has made a decision on the shop manager vacancy. Mr. Higgins distributed the resume for Dan Miller and explained that he feels that this appointment will be a very good fit with the department. This is a provisional appointment until the civil service exam is held.

Mr. Higgins also updated the committee on Dennis Barefoot's condition.

Informational Item(s) Written Only

1. D. Higgins was scheduled to be in Ithaca for a Cornell Roads Program Committee Meeting on June 5, but due to Deputy Supt. Dennis Barefoot's hospitalization, he did not attend.
2. Shop Manager Vacancy: The Shop Manager vacancy was posted in all County Departments, and advertised in all County newspapers and Pennysavers. We have selected Daniel Miller of Price Road, Livonia. He was interviewed twice, and many references were checked. Dan has over 20 years of experience in light/medium/heavy-duty mechanics, including over 10 years of supervisory/management experience. He has a young family, and is a Conesus fireperson and EMT. Pending successful passage of a pre-employment physical & drug exam, Dan will be appointed Provisionally until successfully negotiating the NYS Civil Service Exam process, followed by a mandatory Probation period. A copy of Dan's resume will be available at the Comm. Meeting.
3. Personnel Update – Mr. Higgins updated the Committee on Dennis Barefoot's condition

EMERGENCY MEDICAL SERVICES – KAREN DEWAR

Pre-approved Informational Item(s) To Be Reported

1. Update on Noyes Memorial Hospital transfer program. Officially started at Noyes transfers on May 1 even though they have been doing BLS transfers since last April and then started ALS transfers utilizing the standby ambulance that's sitting in York in December. The York ambulance remained pretty busy during that time but in order to fully assist Noyes in having 24/7 coverage they put the second ambulance at Noyes starting with 12 hours shifts starting at 8:00 a.m. – 8:00 p.m. They are at the end of their real 30 days at Noyes. Noyes has accommodated them by creating a room on the third floor of the hospital with two chairs, television, phone and have offered them computer and printer access if desired. The third floor of the hospital is a quiet area with just a few other offices at present as well as a kitchen. It has been very comfortable and a very nice transition for the staff. At the end of May there were two ambulances down and had just acquired Geneseo's and that was in the process of being relettered. There were a total of 79 calls in the month of May. 24 of those were in York and 4 of those were actually interfacility transfers. Out of the remaining 55 calls, 17 were transfers out of Noyes. The call breakdown for that time period was 16 ALS/BLS transports with the ambulance in York and 24 with the ambulance at Strong. That is all of their staff on the ambulance, not intercepting with other crews. Transfers were as far away as Arnet/Ogden. The ambulance is staffed primarily with a Paramedic and a BLS technician. They had 18 assists in the community on other ambulances. She feels that it was a very successful month. Ms. Dewar reported that she has forwarded a sample contract to the County Attorney that Medina Hospital used when contracting with a local ambulance to do the same thing. She is working with Noyes on rates for those individuals that are uninsured or under insured and cannot pay the bill because of a lack of insurance. It was recommended by their billing company to start with what Medicare would normally reimburse for the calls that we would be taking. Noyes actually has that information. She does not have any statistics for this first month financially. Mr. Martello asked if there were any concerns that needed to be brought to the hospital board. Ms. Dewar reported that Rommel just received an email from the Emergency Department Director, Pauline Shaw, stating that she felt that the process is working very well. She explained that they did miss some calls in the community early on because the dispatchers were a little confused on what they should be sending them on community wise. That has been straightened out. The hospital has been very welcoming. There is a good interface between staff there and EMS staff. They have received no complaints. Mr. Mahus asked if they were taking after the third page or if we were still trying to rely on mutual aid from someone else? Ms. Dewar explained that was where some of the initial confusion at the start of the program did lie. What is supposed to happen is the community will get their three pages for response and then we are supposed to be sent

if we have an ambulance in position to do that. If we are not in the area that makes no sense at all and they should go to the next neighboring community.

Informational Item(s) Written Only

1. May 1, 2013 Ambulance at Noyes Memorial Hospital for transfers and community agency support
2. May 2, 2013 County EMS Captain meeting
3. May 14, 2013 EOC operations for Flurricane Drill
4. May 15, 2013 DOH DRT Incident Command training
5. May 17, 2013 York Central School Multi-Agency Prom Accident Simulation
6. May 19, 2013 EMS Week kickoff celebration Genesee Valley Park Rochester
7. May 20, 2013 Host of MLREMS Training and Education, Council, REMAC, and ALS Committee meetings
8. May 23, 2013 Completion of spring EMT classes

CENTRAL SERVICES – DAVID ALLEN

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A JOINT SERVICES AGREEMENT WITH ROCHESTER GENESEE REGIONAL TRANSPORTATION AUTHORITY

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following joint services agreement according to the term(s) designated, subject to review by the County Attorney and County Administrator:

<u>Authority</u>	<u>Term</u>	<u>Amount</u>
Rochester Genesee Regional Transportation Authority 130 East Main Street Rochester, NY 14604 For: Fuel, wash facilities and lawn maintenance	4/1/13 – 3/31/18	Per Terms Set Forth In Agreement

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
Operating budget		Yes X No

Mr. Allen explained that we currently have a joint services agreement with LATS for their bus garage and office at Hampton Corners. The original agreement goes back to 2006 with a 35 year lease. At this time, we do have some enhancements to the contract. The county continues to let them wash vehicles in the Highway Department wash rack but we are now going to charge them \$5 instead of \$3.50. They will continue to be allowed to fuel up using our tanks at one cent above our rate. The County agrees to do snow removal and cut the grass at a cost of \$205 per month from the previous amount of \$160 per month. LATS allows the Sheriff to store some of his vehicles in their facility.

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

2. Mr. Allen reported that Cub Master Rob Hatfield from York Leicester Pack 4076 has asked to use the county park after hours to have open fire and camp. Park regulations clearly prohibit this but Mr. Allen told him he would bring it up to the committee. The committee does not want to make any exemptions to the rules.

Informational Item(s) Written Only

1. Millennium Drive “B” Wing Renovation – The mechanical contractor has completed the installation of the new air handler and ventilation equipment. Central Services will have the new electrical feeds for the life safety and exterior lighting circuits completed next week.
2. Millennium Drive Mental Health – Central Services will complete the new electric services for the additional air-conditioning units this week.

3. Mt. Morris – Verizon will begin a project for the installation of additional antennae and support equipment on the Campus Water Tower.

PLANNING – ANGELA ELLIS (2 attachments)

Ms. Ellis distributed information packets for the Committee. All three resolutions today pertain to the snowmobile trails grant program. The program is the same as last year. The state requires that the application go through the county in order for that money to pass through. We are required to submit the trail plan, request for funding and the SEQR short form. Last year we received \$15,165. We have not heard whether that amount will go up or down this year. The county does not keep any of the funding.

Action Item(s) To Be Reported

1. ADOPTING SEQR NEGATIVE DECLARATION –SNOWMOBILE TRAILS GRANT

WHEREAS, the Caledonia Trailblazers and the Hill and Valley Riders are seeking to utilize and maintain an approximately 60 mile snowmobile trail system; and

WHEREAS, Livingston County is applying to fund these proposed trails through the NYS Office of Parks, Recreation and Historic Preservation Snowmobile Grant-In-Aid and Trail Approval Program; and

WHEREAS, the maintenance activities and seasonal usage of the proposed trails will not significantly disturb the acreage along the trail route; and

WHEREAS, potential impacts on the environment have been identified and will not result in any large and important impacts; now therefore be it

RESOLVED, that the Livingston County Board of Supervisors hereby classifies this project as an Unlisted Action pursuant to the State Environmental Quality Review Act; and be it further

RESOLVED, that the Livingston County Board of Supervisors does hereby determine that the proposed project will not have a significant effect on the environment, a draft Environmental Impact Statement will not be prepared, and the Livingston County Board of Supervisors does hereby adopt the Negative Declaration for the project and authorizes the Chairman to sign the Environmental Assessment Form prepared for the project and file it according to law.

For: 2013-2014 NYS Snowmobile Grant Program.

Directors Comments: This resolution adopts a negative declaration for SEQR to apply to the 2013-2014 NYS Snowmobile Grant Program on behalf of the Caledonia Trailblazers and the Hill and Valley Riders.

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

2. AUTHORIZING SUBMISSION OF TRAIL PLAN & TRAIL SYSTEM APPROVAL AND APPLICATION TO NEW YORK STATE OFFICE OF PARKS, RECREATION AND HISTORIC PRESERVATION FOR SNOWMOBILE TRAILS GRANT PROGRAMS

WHEREAS, the Caledonia Trailblazers and Hill and Valley Riders have requested that Livingston County apply on behalf of the Caledonia Trailblazers and the Hill and Valley Riders to the New York State Office of Parks, Recreation and Historic Preservation for a Snowmobile Trail Grant now therefore be it

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to submit a snowmobile trail plan and trail system to the New York State Office of Parks, Recreation and Historic Preservation, and any amendments hereto; and be it, further

RESOLVED, that the Chairman of the Board of Supervisors is hereby authorized to submit an application to the New York State Office of Parks, Recreation and Historic Preservation for the Snowmobile Trails Grant Program.

For: 2013-2014 NYS Snowmobile Grant Program.

Directors Comments: This resolution authorizes application to the Program on behalf of the Caledonia Trailblazers and the Hill and Valley Riders.

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

3. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN A CONTRACT FOR THE LIVINGSTON COUNTY PLANNING DEPARTMENT AS FOLLOWS - CALEDONIA TRAILBLAZERS, HILL AND VALLEY RIDERS

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract 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>
Caledonia Trailblazers	4/1/13 – 3/31/14	Per NYS Reimbursement Amount

P.O. Box 161

Caledonia, NY 14423

For: 2013-2014 NYS Snowmobile Grant Program

Hill and Valley Riders	4/1/13 – 3/31/14	Per NYS Reimbursement Amount
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P.O. Box 61

Honeoye, NY 14471

For: 2013-2014 NYS Snowmobile Grant Program

Director's Comments: This resolution authorizes contracts with Caledonia Trailblazers and Hill and Valley Riders for the NYS Snowmobile Program. Last program year the total award amount was \$15,165.00.

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

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
NYS Office of Parks, Recreation & Historic Preservation	\$0	Yes X No

Pre-approved Items for Discussion

1. Weatherization Assistance Program Update-Ms. Ellis updated the Committee on the Weatherization program and the consolidation with Wyoming County Community Action Agency. Officially they took over the program on April 1. In reality, they didn't receive a contract from the state to start work in Livingston County until May. That process is coordinated with the Department of Social Services and Office for the Aging so that their referrals can take place. Since May 1, the Planning Department staff has spent a considerable amount of time on closing out the program and undergoing their audit. Penny Trimm in the Planning Office has done a tremendous job pulling the pieces together. They have gone through the transfer of the equipment and vehicles to Wyoming County Community Action and are currently working on reconciling the remaining inventory that they have at the warehouse. Either the state will determine that it is needed for another program and will need to go there or the County retains it and is responsible for disposal through other County departments by whatever means the Board and Mr. Coyle feels appropriate. They did manage to spend all of the money and were able to cover all of the inventory. Depending on the closeout with the inventory, there may be funds coming to the County. There are two housing units left to be certified by the state. She feels fairly confident and has not heard anything negative about the transfer of the program. There was minimal disruption with staffing and to the residents. Mr. Martello asked about the staffing transition. All staff were transferred to Central Services, with one employee to DSS.

2. Dansville Transportation and Industrial and Commercial Access Study-Ms. Ellis reported that she is very thrilled about this project and reviewed the scope of work included in her meeting packet that was approved by the Genesee Transportation Planning Committee for the project. The overall whole of the project is to enhance the competitiveness and economic development opportunities for the Dansville area. Also to look at needed transportation investments that can help leverage in the Dansville area being that Dansville is such a transportation crossroads. This will provided a lot of opportunities for future development and she is hoping that through this project they can identify what those opportunities might be

and an action plan for moving forward. There are three primary transportation issues to be address in the project: 1) The upgrade of the rail line between Dansville and Mt. Morris of about \$2.5M. LMC is currently the only customer for that line and we would also look for additional opportunities to help fund the line and add customers either on site or in the vicinity. 2) Looking at the vacant county property at Exit 4 near the hospital and what we might be able to identify as possible development options. 3) Look at the Dansville Industrial Park and see if there might be some opportunity there for road connections between the industrial park, Route 36 and the 390 Exit. The intent is to create the framework or foundation for a marketing plan that could then be used by the IDA to attract development to the area. Next steps are for us to form a consultant selection committee and issue an RFP for hiring a consultant to complete the work. The Planning Department will be the project manager. The consultant committee is really a subcommittee of the project steering committee, which is a larger group of stakeholders. They are hoping to have a consultant selected by the end of summer. It is anticipated that the project will take a year to complete. The project budget is a total of \$60,000. Of that, \$44,000 is cash from Genesee Transportation Council and the in kind is \$10,000 is staff time on the part of the Planning Department and Economic Development Office. There is also cash on the part of the partners (Town of North Dansville, Village of Dansville, IDA and the County) in the amount of \$1,500 each. They have been asked for the project to include the GCC campus in Dansville so they will be looking at it to modify it to include that area.

3. SEQR: Report on NYS DEC work on updating SEQR Forms-The state has updated and approved new SEQR forms and are currently working on a workbook that will provide assistance for those needing to complete the forms. The new forms do not become effective until October 7, 2013 assuming that the state doesn't change it later on. There are a lot of changes. The state is creating an integrated online workbook. That workbook should help those that are completing the forms and provide them with online resources to collect that information. Ms. Ellis is concerned about training, because the state is trying to limit traveling because of budget constraints that they have, they are hoping the workbook provides sufficient training without staff traveling to counties. She is concerned about what the impact will be for the County Planning Department staff as they are going to be looked to as a resource to provide assistance. In her capacity as President of the NYS Association of Planning Directors, she has requested that they provide a train the trainer session even only for the county planning departments so that they can be better equipped to help their communities. She does have a call into the state about that type of training session. The Genesee Finger Lakes Planning Council did have a training workshop on May 16 but that was more about what was rolling out, not how to use the online version. There have also been some concerns expressed about resources at the local level in terms of Internet access and the capabilities of code enforcement officers and local planning and zoning board officials to be able to supply assistance when filling out these forms. She is trying to identify what resources they have that can be put up on the County website.

4. LET's Plan Training Series & EMC Year of Energy-Ms. Ellis distributed the activities flyers for the Livingston Educational Training Program and the Environmental Management Council for review. The Let's Plan activities all provide training credits for municipal planning and zoning officials. Mr. Martello questioned whether the ag and planning overview in December will cover the specifics on preserving rural land for ag use only or will it be more general? Ms. Ellis explained that they are bringing in Diane Hell from American Farmland Trust. She talks about farmland protection and planning efforts through comprehensive planning and zoning.

Informational Item(s) Written Only

COUNTY PROJECTS:

LIVINGSTON COUNTY EMERGENCY COMMUNICATIONS PLAN:

NYS Public Safety Answering Point (PSAP) Sustainment Grant. The County was awarded \$305,767 to support the application submitted for funding from the Public Safety Answering Point (PSAP) Sustainment Grant. This funding will be used for communications equipment to help implement the Plan.

COUNTY TRANSPORTATION CONNECTIVITY PLAN: The consultant team continued work on the project. Draft Technical Memorandum #2: Needs Assessment is available for public review and comment. It is on the County's website. The Genesee Steering Committee and Project Advisory Committee will be meeting on June 6, 2013 to hear presentation on the Needs Assessment. There will be a public meeting in the evening on June 6, 2013, from 6:30-8:30pm at the Village of Genesee Court Room.

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 continued work on these projects.

Agricultural District Renewal. The mailing for Agricultural District #2 went out on May 15, 2013. Planning staff are receiving calls from interested farmers and land owners.

UPCOMING TRAINING OPPORTUNITIES: LET'S Plan

TRAINING REQUIREMENTS: The schedule for this year's programs is finalized and includes presentations on green infrastructure, historic preservation for downtown buildings, transportation planning/walkable communities, and agricultural districts. The LET's Plan flyer is attached.

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 and survey work. They continued work on design of the alternatives for remediation. Representatives from the towns of Conesus, Groveland and Livonia, Barton & Loguidice, the CLWC Technical Committee, and NYS Department of State are meeting on May 30, 2013, at the to review proposed alternatives.

Conesus Lake Watershed Council. The Council met on May 10, 2013. The Council approved the update of the Conesus Lake Watershed Characterization Report and the Invasive Species Prevention and Response Plan.

Conesus Lake Watershed Council – Technical Committee. The Committee met on April 26, 2013. The Committee is meeting on May 30, 2013, to review the Streambank Remediation Project proposed alternatives.

Conesus Lake Watershed Council – Agricultural Committee. The Committee met on April 24, 2013. The Committee discussed the NYS DEC proposed Total Maximum Daily Load (TMDL) for the Conesus Lake Watershed and the Genesee River Basin. The Committee also heard update on the 2013 Annual Work Program, Conesus Lake Watershed Characterization Report and the Invasive Species Prevention and Response Plan.

Total Maximum Daily Load (TMDL) Proposed for Conesus Lake and the Genesee River Basin. NYS DEC plans to prepare a TMDL for the Conesus Lake watershed in the next few years. Representatives from the County, CL watershed towns, and other interested agencies met on May 9, 2013, to hear presentation from NYS DEC on the proposed process.

TRANSPORTATION:

Genesee Transportation Council: The next Council meeting is scheduled for June 20, 2013

Genesee Transportation Council Planning Committee: The Planning Director attended the Planning Committee meeting on May 23, 2013. The next meeting is scheduled for June 13, 2013.

GENESEE-FINGER LAKES REGIONAL PLANNING COUNCIL

Executive Committee. The Planning Director attended the meeting on May 2, 2013.

Planning Coordination Committee. The Planning Director attended the Planning Coordination Committee meeting on April 5, 2013. The next meeting is scheduled for June 7, 2013.

GENESSEE FINGER LAKES REGIONAL SUSTAINABILITY PLAN PROJECT The Planning Director continued to participate on the Planning Team for the project. The Final Plan was submitted to NYSERDA on March 31, 2013 as required. The Finger Lakes Regional Economic Development Council approved the Plan on May 3, 2013.

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 Program was closed on March 31, 2013. The Planning Department and representatives from the Wyoming County Community Action Agency continued to coordinate transfer of the program. The NYS Department of Community Renewals conducted the final audit on April 29, 2013. We are coordinating the final list of materials and equipment for transfer to WCCA. WCCA has started weatherization work on Livingston County homes.

ENVIRONMENTAL MANAGEMENT COUNCIL

The EMC has prepared the Year of Energy Program and annual work program. The Year of Energy flyer is attached.

TECHNICAL ASSISTANCE PROVIDED BY PLANNING STAFF

Mapping

Assisted Kevin Niedermaier with mapping for the Flurricane drill at the EOC

Prepared Wilcox Press property maps for Administration

Geneseo air show maps for the HAG and EMS

Town of Springwater land use map for comp plan

Geneseo potential trails map for Transportation Enhancement Program application discussion

Sent Soil & Water Conservation District the Ag District GIS shapefile

Three maps for Economic Development showing 1 mile buffers from SUNY Geneseo, GCC Dansville and GCC Lima (this request is new today, but it will be finished next week)

Other Requests

Zoning procedure questions answered for the Village of Leicester code officer

Nunda highway barn rezoning and SEQr inquiries from South State Street neighbor

Walk-in data request on the D'Angelo building in the Village of Avon

Sent out LET'S Plan and EMC flyers for 2013 presentation schedules

Town of Springwater Census and road mileage data request for use in comp plan

Census data request for Chances and Changes

Geneseo zoning district inquiry from the public

National Grid rebate program memo sent to municipalities

OTHER – IAN COYLE

Action Item(s) To Be Reported

1. AUTHORIZING THE CHAIRMAN OF THE LIVINGSTON COUNTY BOARD OF SUPERVISORS TO SIGN THE FOLLOWING CONTRACT(S) FOR LIVINGSTON COUNTY – PIONEER LIBRARY SYSTEM

RESOLVED, that the Chairman of the Livingston County Board of Supervisors is hereby authorized to sign the following contract(s) for Livingston County, 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>
Pioneer Library System	1/1/13 – 12/31/13	\$76,500.00
2557 State Route 21		
Canandaigua, NY 14424		

For: Library services

<i>Funding Source</i>	<i>Local Share</i>	<i>Budgeted ?</i>
	100%	Yes X No

Mr. Coyle explained that this is an annual resolution. This is the county budgeted funds for ELS/OWWL. This is an equal capital grant and the rest is distributed by circulation numbers. There was a 2% increase budgeted for 2013.

Motion: Mr. DiPasquale moved and Mrs. Babbitt Henry seconded to approve for foregoing resolution. Carried.

ECONOMIC DEVELOPMENT – JULIE MARSHALL

Pre-approved Informational Item(s) To Be Reported

1. Report on the NYS Economic Development Council Annual Meeting. – Ms. Marshall reported that County has received two awards from the meeting. Both awards were certificates of excellence for their marketing through the Development Corporation for the downtown partnership and promotional materials for a site development and recruiting ad that was place in a trade publication.
2. Report on Business Retention and Expansion Program - Ms. Marshall updated the committee on the two months since Carrie Baker Scott has come on board. They have gone on thirty six visits. Twenty four were company visits. One proposal letter has been issued from the IDA to provide incentives with others identified. Fifteen different expansion projects have been identified. These are projects located right in Livingston County. Nine of these are expected to start this year and six are projected for next year. They have three projects right now that are retention projects, that we perhaps are not going to provide any incentives to, but we can work them through the process as to what they need to do to grow their businesses. They have also brought in other professionals and experts. They have had representatives from the US Department of Commerce that have met with three different businesses providing some international trade guidance to companies, whether they are looking to import or export. She is very pleased with the results. Ms. Marshall explained that she is unable to be more specific due to the confidential nature of these negotiations. Ms. Marshall expressed that the volume has increased to such a level that drop in consultations must be delayed a couple weeks.
3. Departmental Staffing update- Mr. Martello asked what the largest change has been in the last 4-5 months within the department. Ms. Marshall feels that the activity level and volume has increased the most. Mr. DiPasquale explained that he has had comments that the department has become much more user friendly. Mr. Coyle stated that staff are out on the street, pounding the pavement and what he senses is that there is some momentum. People are now calling the office when they may have been hesitant before. They are making the outreach because they see things, they talk to their counterparts in other companies, who may have just paid a visit and are getting help trying with a training grant for their job corps or something like that.
4. Ms. Marshall explained that consolidated funding applications were made available Monday. There will be local workshops available. If you think that you might have a project in your community, you should have that person or company call the Economic Development office so that they can work with them. Applications will be due on August 12, 2013. It is an online application for funding. Ms. Marshall does know that Mt. Morris and Livonia are going to put in New York Main Street applications. There will be an informational meeting on June 24 at SUNY Geneseo on how to put an application together.
5. Ms. Marshall reported that she did have some phone calls last week after the Governor's event at SUNY Geneseo on the Tax Free New York. This is for companies that are looking to locate on a campus that have a project that works well with what the campus' mission is. They are looking for research or development type projects. There was discussion of the lack of advance notice of the meeting.

Informational Item(s) Written Only

1. IDA – At its May 5th meeting, the IDA accepted an application for assistance from Coast Professional, Inc. The company is planning a 4,500 square foot expansion at their Town of Geneseo facility. The expansion will enable the company to add 47 new jobs, bringing total employment to 150 over the next 3 years. The public hearing on the project is scheduled for June 4th.
2. FINGER LAKES REGIONAL ECONOMIC DEVELOPMENT COUNCIL - The Council met on May 3rd to review the work plans of the 11 workgroups. Consolidated Funding Applications will be made available June 3rd with applications due in mid-July. Community workshops will be held during the month of June, however, specific dates have not been announced. Economic Development staff are planning for applications that will be submitted by the department as well as technical assistance that will be provided by the department.
3. TAX FREE NY – This proposal by Governor Cuomo is intended to lure high tech companies and entrepreneurs by waiving all business and property taxes as well as state income taxes for all employees if the company moves to New York and partners with a college campus. The Economic Development office has been in contact with Senator Young regarding the program details which remain sketchy.
4. FOREIGN TRADE ZONE - The state legislation enabling the creation of a Foreign Trade Zone in Ontario County which will serve the surrounding counties, including Livingston County has passed the Senate and Assembly. The Governor is expected to sign the legislation. The Foreign Trade Zone provides duty deferral, duty avoidance, duty inversion, inventory tax incentives, and enhanced security/compliance.
5. NEW YORK MAIN STREET PROGRAM - 14 applications totaling over \$500,000 in funding requests for New York Main Street funding were received from property and/or business owners in Avon. 9 applications totaling \$216,250 were recommended for funding.
10 applications totaling over \$330,000 in funding requests for New York Main Street funding in the Village of Nunda were received from property and/or business owners. 8 applications totaling \$216,250 were recommended for funding.
The Villages of Mt. Morris and Livonia are working the Thoma Development and are anticipated to submit applications through the 2103 Consolidated Funding Applications.
6. GENESEE FINGER LAKES REGIONAL PLANNING COUNCIL LOCAL GOVERNMENT WORKSHOP – LCDC Downtown Coordinator, Louise Wadsworth presented a workshop entitled *How to Inspire New Investment in your Community*. Other speakers in the session included Senator Cathy Young, Developer Greg O'Connell and Architect Rick Hauser.
7. MEETINGS – Staff attended or participated in numerous meetings and events outside of the office. These include the following:
Numerous meetings with County businesses to discuss their retention and expansion plans
Livingston County Job Fair Planning Committee
Finger Lakes Regional Council Community Development workgroup
Pathstone Enterprise Center Loan Committee meeting
New York State Economic Development Council Annual Meeting
Department of Commerce
Workforce Investment Board meeting
Chamber of Commerce Board of Directors meeting
Business Education Alliance Board of Directors meeting and Annual Meeting
Village of Geneseo Planning Board meeting
Village of Geneseo Board meeting

Dansville Chamber of Commerce
Greater Rochester Enterprise Board of Directors
Eyes on the Future Conference
Prepared letter of support for G&W Railroad grant application to New York State Department of Transportation

EXECUTIVE SESSION

Mr. Martello moved and Mr. Wadsworth seconded to adjourn and go into Executive Session.
Julie Marshal and Lisa Semmel to remain.

Mr. Dipasquale moved and Mr. Martello seconded to move out of Executive Session.

No Action Taken.

Motion: Mrs. Babbitt Henry moved and Mr. Martello seconded to create and fill the position of Economic Development Specialist. Carried.

ADJOURNMENT

MOTION: Mr. DiPasquale moved and Mr. Wadsworth seconded to adjourn the meeting at 3:12 p.m. Carried.

PROBATION – LYNNE MIGNEMI

Informational Item(s) Written Only

1. PROBATION DEPARTMENT WORKLOAD

- 628 adult offenders supervised in county (30 treatment court cases being supervised in drug court)
- 33 offenders in other NYS counties
- 11 offenders in other states
 - 26 juveniles supervised
 - 13 new juvenile referrals
 - 24 investigations ordered
- 23 active EHM cases (2 juvenile; 21 adults; 4 of which are female), 0-Global Positioning
- 2 adult placed on probation for willful violation of support
- 25 New Leandra's Law cases (19 CDs)

2. MONIES COLLECTED

- \$ 5,934.86 – restitution
- 9,987.67 – fines
- 1,156.00 – fees
- 275.22 – surcharge

3. MEETINGS ATTENDED

- 4/2/13 Human Service Department Head Meeting
- 4/8/13 Meeting with Dale Nieswiadomy-Caseload Explorer
- 4/9/13 COPA
- 4/11/13 Stakeholder's Meeting @ DSS
- 4/15/13 Staff Meeting
- 4/16/13 Law Enforcement Council
- 4/16/13 Multi-Disciplinary Task Force
- 4/17/13 Workplace Violence Audit
- 4/22/13 CASA of Livingston County Annual Meeting

4. ADMINISTRATIVE REVIEWS

One (1) administrative review

5. TRAINING

Name	Date	Training	Hours	Misc.
Michelle Cassata	4/9/13	Underage Drinking Training	8.0	
	4/29/13	Conifer Park In-service	1.0	
	4/30/13	WPV Training	0.75	
Name	Date	Training	Hours	Misc.
Kerrin Chapman	4/8/-4/12/13	Peace Officer Certification	40.0	
	4/22-4/26/13	Fundamentals of Probation Training	40.0	
	4/29/13	Conifer Park In-service	1.0	
	4/29/13	Certificate of Relief Presentation	2.0	
Doug Czyryca	4/3/13	New Supervision Rule – IPRS	0.5	
Katie Dunn	4/3/13	New Supervision Rule – IPRS	0.5	
	4/3/13	Video Visitation	0.5	
	4/10/13	eJustice Certification (portal)	1.5	
	4/29/13	Conifer Park In-service	1.0	
	4/30/13	WPV Training	0.75	
Debra Johnston	4/3/13	New Supervision Rule – IPRS	0.5	
	4/29/13	Conifer Park In-service	1.0	
Liz Laney	4/2/13	New Supervision Rule – CE	1.5	
	4/3/13	New Supervision Rule – IPRS	1.0	
	4/4/13	New Supervision Rule – CE	1.5	
	4/19/13	WPV Training	0.75	
	4/29/13	Conifer Park In-service	1.0	
Debra Mack	4/9/13	Underage Drinking Training	8.0	
	4/29/13	Conifer Park In-service	1.0	
Matthew McKinney	4/3/13	New Supervision Rule – IPRS	0.5	
	4/8/13	Video Visitation	0.5	
	4/22/13	WPV Training	0.75	
	4/29/13	Conifer Park In-service	1.0	
Lynne Mignemi	4/3/13	New Supervision Rule – IPRS	1.0	
	4/22/13	WPV Training	0.75	
	4/22/13	Video Visitation	0.5	
Courtney Sobrado	4/9/13	Underage Drinking Training	8.0	
	4/10/13	Video Visitation	0.25	
	4/29/13	Conifer Park In-service	1.0	
	4/30/13	WPV Training	0.75	
Jason Varno	4/5/13	Video Visitation	0.5	
	4/29/13	Conifer Park In-service	1.0	
Karen Weidman	4/3/13	New Supervision Rule – IPRS	1.0	
	4/19/13	WPV Training	0.75	
	4/29/13	Certificate of Relief Presentation	2.0	

PUBLIC DEFENDER – MARCEA CLARK TETAMORE

Informational Item(s) Written Only

1. Applications received year to date as of 5/24/13 p.m.: 586
2. Applications received since last PSC meeting: 146
3. Files opened year to date as of 5/24/13 p.m.: 364
4. Files opened since last PSC meeting: 91
5. Applications pending year to date as of 5/24/13 p.m.: 118
6. Section 722-d money received year to date: \$100
7. Money collected from collection agency year to date: \$43.55
8. Cases assigned to GVLA year to date as of 5/24/13: 104
9. Cases assigned to GVLA since last PSC meeting: 18

BOARD OF ELECTIONS - NANCY LEVEN AND LAURA SCHOONOVER

Informational Item(s) Written Only

1. The National Change of Address (NCOA) update was sent by the State Board. Registered voters numbering 1,028 needed address updates made in our registration system with notices mailed to them as well. The NCOA advises us of any mailing address change a voter has made whether it is a post office box change, an in county move or an out of county move and helps us to keep our records as up to date as possible.
2. Election Inspector training classes have been set for the months of July and August to be taught in the government center. So far 161 of 286 inspectors have called to reserve their class time.
3. Letters have been sent to all poll site providers advising them of the corrections that will need to be made to bring their site in to compliance just for election days. We are working with them to achieve this and will be able to provide some of the necessary equipment.
4. The Commissioners visited Jones Hall in Caledonia to check if this would work as a poll site. Discussions will continue.
5. A few caucuses have been scheduled.
6. Full document imaging continues.
7. Active voter registration enrollment stands at 36,938 voters.

EMERGENCY MANAGEMENT SERVICES – KEVIN NIEDERMAIER

Informational Item(s) Written Only

1. The Office of Emergency Management and 7 other County Departments participated in the NYS DOH Hurricane drill. The drill simulated a flood and hurricane affecting the infrastructure within the county. Each participant had a role in developing the solutions to the problems that NYS DOH issued to the EOC. The EOC was staffed with personnel from the participating Departments, the exercise last 2 ½ hours. I would like to thank everyone for participating in the exercise; we completed all of the objectives for the scenarios and submitted the proper paperwork to NYSDOH.
2. The Department of Homeland Security and Emergency Services (DHSES) has developed an Emergency Management Leadership program. The program consists of 3 workshops that supports the State's need and desire to better prepare responders and leadership for disasters. The program ties directly to the New York State Emergency Management Certification program. The State has developed 3 Tiers (groups) that will participate in the training, Tier 1 is for County Executives, Tier 2 is for Emergency Managers, and Tier 3 is for local emergency services chiefs (sheriffs, police chiefs, fire chiefs, EMS directors and other county officials that would likely play a significant role in disaster response.) The purpose is New York State wants to assure that the entire emergency responder community and select local elected officials are uniformly trained to manage disasters and catastrophic events. This innovative training initiative will achieve a uniform, cohesive approach to aggressively managing emergencies throughout New York State resulting in better protection of its residents, visitors, and property. Officials, emergency managers and agency chiefs who successfully complete their respective workshop will receive a NYS DHSES certification. Achieving certification for Tier 1 – County Executives and Tier 2 – Emergency Managers

is required to submit an application for any grant program administered by DHSES. Certification will be for a 3-year period with a State sponsored one-day update class is required annually. Tier 3 – local emergency services chiefs certification, although not required, will count favorably toward any application submitted for a competitive grant program administered by DHSES. Newly elected County Executives and newly appointed emergency managers will need to complete the certification within one year of assuming office. The training dates have not been set yet, the training will take place in Albany, there is discussion of doing this regionally, but nothing has been developed yet. DHSES would like to complete this training within the next few months. The Tier 1 workshop is a one day course and the Tier 2 workshop for emergency managers will be week long.

COUNTY HISTORIAN – AMIE ALDEN

Informational Item(s) Written only

Meetings, events, and activities: April – May 2013

April 4th – coordinated the Livingston County Town Historian’s Spring meeting at Brian’s USA Diner, Leicester.

April 13th – participated in the Groveland 200th anniversary opening event at the Groveland Federated Parish.

April 20th – coordinated the Government Appointed Historian’s of Western New York Spring meeting at Bohn’s Restaurant, Batavia. 70 historians from WNY were in attendance.

May 4th – participated in the Livingston County 5k SHAPE walk

May 14th – attended the Documentary Heritage Program advisory committee meeting in Pittsford.

May 15th – met with Lisa Burns, Tourism Director and Cindy Harris, Graphic Artist, to discuss plans to create a series of rack cards to promote the Livingston County Heritage trails OnCell audio tours.

May 21st – met with Steve Nole from the Genesee Valley Educational Partnership (formerly BOCES) to discuss collaborative projects with the County Historian’s Office and local historians.

May 23rd – attended the press conference announcing the National War Plane Museum status at the Genesee Airport.

May 28th – met with Kathy Montemarano to plan a presentation for the New York Association of Local Government Records Officers (NYALGRO) Conference scheduled for June 10th in Corning.

Ongoing projects:

Government Center Exhibit:

I have been working on the final two panels for timeline exhibit for the Government Center.

Book Project:

Genesee/Groveland Vietnam Veteran’s book project – I am assisting these veterans in their efforts to write a book on soldier’s experiences. Twenty-five veterans from the Genesee School District have submitted surveys and photographs for this project.

Respectfully submitted,

Michele R. Rees

Secretary to the Co. Administrator & Co. Attorney