

## Unofficial Minutes

A regular meeting of the Town Board of the Town of Lima, County of Livingston and the State of New York was held at the Town Hall, 7329 East Main Street, Lima, New York, on the 6th day of November 2014 at 7 P.M. Notice was printed in the The Mendon-Honeoye Falls-Lima Sentinel.

PRESENT:           Supervisor, Pete Yendell  
                      Councilperson, Cathy Gardner  
                      Councilperson, Bruce Mayer  
                      Councilperson, Bill Carey  
                      Councilperson, Dan Marcellus  
                      Town Clerk, Jennifer Shanks  
                      Highway Superintendent, Keith Arner  
                      Town Attorney, Steve Kruk

Guest(s):

Supervisor Yendell called the meeting to order at 7:00 P.M., with the Pledge to the Flag.

### **Audit of Claims**

Resolved that the bills contained on Abstract #11 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Funds:	No. 337 through 381	\$ 14,126.63
Water Funds 1, 2 & 3:	No. 36 through 39	\$ 1,081.83
Highway Funds:	No. 196 through 218	\$ 12,712.07

On a motion by Councilperson Mayer, seconded by Councilperson Marcellus, the vote went as follows:

CARRIED           Ayes: 5       Yendell, Gardner, Marcellus, Mayer, Carey  
                      Nays: 0

## **October 2, 2014 Meeting Minutes**

The minutes of the October 2nd meeting were approved as presented on a motion by Councilperson Gardner, seconded by Councilperson Mayer, the vote went as follows:

CARRIED            Ayes: 5        Yendell, Gardner, Marcellus, Mayer, Carey  
                         Nays: 0

## **Joint Village and Town Board Meeting September 27, 2014**

Upon motion by Councilperson Gardner to approve the joint Village and Town Board meeting minutes prepared by Village Deputy Clerk, Marsha Osborne, seconded by Councilman Mayer, the vote went as follows:

CARRIED            Ayes: 5        Yendell, Gardner, Marcellus, Mayer, Carey  
                         Nays: 0

## **Guest(s):**

## **Reports**

Supervisor Yendell asked the board for approval of the Supervisor's report. Upon motion by Councilperson Mayer to accept the Supervisor's report as presented, seconded by Councilperson Gardner, the vote went as follows:

CARRIED            Ayes: 5        Yendell, Gardner, Marcellus, Mayer, Carey  
                         Nays: 0

## **Roof Restoration**

Supervisor Yendell spoke with Steve Moore, contractor and received 2 bids from him to repair the courthouse roof. The bid to repair the back of the building is \$5,740 and the bid to repair the front of the courthouse roof is \$5,630. Discussion was held by board members whether to use closed cell or regular insulation. More information regarding air flow ventilation is being researched. Upon motion by Councilperson Gardner to accept the bid and base the work to be completed contingent upon the best course to move forward with insulation prices, seconded by Councilperson Mayer, the vote went as follows:

Ayes: 5        Yendell, Gardner, Marcellus, Mayer, Carey  
Nays: 0

Steve Moore will also include prevailing wage in his rates, as the above rates are not prevailing wage. Updates will follow.

## **Fuel Bids**

Superintendent Arner asked for board approval to advertise for fuel bids. Upon motion by Councilman Mayer to approve advertising for fuel bids, and to hold a public hearing on December 4, 2014, seconded by Councilman Carey, the vote went as follows:

CARRIED:                      Ayes: 5        Yendell, Gardner, Marcellus, Mayer, Carey  
   Nays: 0

## **Resolution #3 of 2014**

Town Attorney Kruk briefly explained to the board what a Post-Issuance Compliance Resolution is, stating the document states the Town of Lima certifies there is no litigation on the bonding of money for the park expansion land purchase. Upon motion by Councilman Mayer to accept Resolution #3 of 2014, seconded by Councilman Marcellus, the vote went as follows:

CARRIED:                      Ayes: 5        Yendell, Gardner, Marcellus, Mayer, Carey  
   Nays: 0

### **RESOLUTION # 3 of 2014**

A meeting of the Town Board of the Town of Lima, Livingston County, New York, held in the Town Hall, 7329 Main Street, Lima, New York 14485 on November 6, 2014 at 7:00 o'clock p.m., prevailing time.

The meeting was called to order by Supervisor Yendell, and upon roll being called, the following were:

PRESENT:                      Councilperson Gardner  
   Councilperson Marcellus  
   Councilperson Mayer  
   Councilperson Carey

ABSENT:

The following resolution was offered by Councilperson Mayer, who moved its adoption, seconded by Councilperson Marcellus, to-wit:

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF LIMA, LIVINGSTON COUNTY, NEW YORK (THE "TOWN") AUTHORIZING AND ADOPTING POST ISSUANCE COMPLIANCE POLICIES AND PROCEDURES RELATED TO THE TOWN'S TAX-EXEMPT OBLIGATIONS, SUCH POLICIES AND PROCEDURES INTENDED TO ENSURE THAT THE REQUIREMENTS IMPOSED UPON THE TOWN PURSUANT TO THE INTERNAL REVENUE CODE OF 1986, AS AMENDED, WILL BE SATISFIED**

**WHEREAS**, the Town of Lima, Livingston County, New York (the “Town”) previously has issued bond and notes (the “Tax-Exempt Obligations”), the interest on which is excluded from gross income of the owners thereof pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”); and

**WHEREAS**, the Town intends to issue additional series of Tax-Exempt Obligations in the future; and

**WHEREAS**, in order to ensure that the interest on Town’s Tax-Exempt Obligations will continue to be excluded from gross income of the owners thereof for purposes of federal income taxation, and that the Town complies with its tax certifications relating to the Tax-Exempt Obligations, the Town Board has determined, based on the advice of the Town’s Bond Counsel, to adopt certain written Post-Issuance Compliance Policies and Procedures in the form attached hereto as Exhibit A and made a part hereof (the “Post-Issuance Compliance Procedures”).

**NOW, THEREFORE, BE IT RESOLVED** by the Town Board of the Town of Lima, Livingston County, New York (the “Board”), as follows:

**Section 1.** The Board hereby approves and adopts the Post-Issuance Compliance Procedures.

**Section 2.** The Board hereby appoints the Town Supervisor of the Town to serve as the “Designated Tax Compliance Official” under the Post-Issuance Compliance Procedures and hereby authorizes and directs the Town Supervisor, acting in such capacity, to take such actions, after appropriate consultation with Bond Counsel to the Town, as the Town Supervisor deems necessary, appropriate or desirable to effect the implementation of the Post Issuance Compliance Procedures, and hereby further authorizes the Town Supervisor, as such Designated Tax Compliance Official, to delegate to such other Town officials or employees as the Town Supervisor shall determine is necessary or appropriate, the responsibility to take certain specific actions called for by the Post-Issuance Compliance Procedures.

**Section 3.** This Resolution shall take effect immediately.

The question of the adoption of the foregoing resolution was duly put to vote on a roll call, which resulted as follows.

<u>Supervisor Yendell</u>	VOTING	<u>Aye</u>
<u>Councilperson Gardner</u>	VOTING	<u>Aye</u>
<u>Councilperson Marcellus</u>	VOTING	<u>Aye</u>
<u>Councilperson Mayer</u>	VOTING	<u>Aye</u>
<u>Councilperson Carey</u>	VOTING	<u>Aye</u>

The foregoing resolution was thereupon declared duly adopted.



STATE OF NEW YORK )  
COUNTY OF LIVINGSTON ) SS.:

I, the undersigned Town Clerk of the Town of Lima, Livingston County, New York, DO HEREBY CERTIFY as follows:

1. I am the duly qualified and acting Clerk of the Town of Lima, Livingston County, New York (the "Town") and the custodian of the records of the Town, including the minutes of the proceedings of the Town Board, and am duly authorized to execute this certificate.

2. A regular meeting of the Town Board of the Town was held on November 6, 2014 and attached hereto is a true and correct copy of a resolution duly adopted at such meeting and entitled:

**RESOLUTION OF THE TOWN BOARD OF THE TOWN OF LIMA, LIVINGSTON COUNTY, NEW YORK (THE "TOWN") AUTHORIZING AND ADOPTING POST ISSUANCE COMPLIANCE POLICIES AND PROCEDURES RELATED TO THE TOWN'S TAX-EXEMPT OBLIGATIONS, SUCH POLICIES AND PROCEDURES INTENDED TO ENSURE THAT THE REQUIREMENTS IMPOSED UPON THE TOWN PURSUANT TO THE INTERNAL REVENUE CODE OF 1986, AS AMENDED, WILL BE SATISFIED**

3. That said meeting was duly convened and held and that said resolution was duly adopted in all respects in accordance with the law and regulations of the Town. To the extent required by law or said regulations, due and proper notice of said meeting was given. A legal quorum of members of the Town Board was present throughout said meeting, and a legally sufficient number of members voted in the proper manner for the adoption of the resolution. All other requirements and proceedings under the law, said regulations, or otherwise, incident to said meeting and the adoption of the resolution, including the publication, if required by law, have been duly fulfilled, carried out and otherwise observed.

4. The seal appearing below constitutes the official seal of the Town and was duly affixed by the undersigned at the time this certificate was signed.

IN WITNESS WHEREOF, I have hereunto set my hand and have hereunto affixed the corporate seal of the Town this 6<sup>th</sup> day of November, 2014.

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Jennifer A. Shanks, Town Clerk

[SEAL]

**EXHIBIT A**

**TOWN OF LIMA**

**POST-ISSUANCE COMPLIANCE POLICIES AND PROCEDURES  
Related to Tax-Exempt Obligations**

Adopted: November 6, 2014

These Post-Issuance Compliance Policies and Procedures (the “Procedures”) are adopted by **TOWN OF LIMA**, Livingston County (the “Town”) to ensure that interest on tax-exempt obligations of the Town (the “Bonds”) remains excludable from gross income under Section 103 of the Internal Revenue Code of 1986 (the “Code”).

In order to ensure continued compliance with requirements of the Code and the applicable regulations (the “Applicable Federal Tax Law”) associated with the issuance of Bonds, the Town will consult with the Town’s bond counsel, in advance, regarding deviations from the facts and expectations set forth in the closing certifications relating to any issue of Bonds.

If as a result of changes to the Applicable Federal Tax Law or the New York State Local Finance Law these Procedures are in conflict with such laws, the Town will consult with Bond Counsel regarding the proper course of action, including amending these Guidelines.

**I. Procedures**

The Town Supervisor of the Town (the “Designated Tax Compliance Official”) is the primary person to consult with the Town’s bond counsel (“Bond Counsel”), financial advisor and other advisors on a continual basis for the entire term of the Bonds. The Designated Tax Compliance Official may delegate to his or her staff or contract with independent contractors (such as an arbitrage/rebate consultant) responsibility for different aspects of post-issuance tax compliance. However, the Designated Tax Compliance Official will be ultimately responsible for implementing the procedures described herein.

**II. Securing Closing Documents**

Following each issuance of Bonds, the Designated Tax Compliance Official or his or her designee will:

- a. Confirm the filing of the Form 8038 or Form 8038-G (or applicable successor form) with Internal Revenue Service (“IRS”). Filing of the applicable Form 8038 is usually undertaken or overseen by Bond Counsel at or soon after the closing of a bond issue.
- b. Obtain and store the Transcript of Proceedings prepared by Bond Counsel (which typically includes the applicable Form 8038 and the Arbitrage and Tax Certificate containing the Town’s expectations as of the date of issuance of the bond issue).

**III. Recordkeeping**

The Designated Tax Compliance Official or his or her designee will:

- a. Establish a plan for keeping relevant books and records as to the investment and the expenditure of bond proceeds.
- b. Keep accurate records including:

- (i) Basic records relating to the bond transactions (including the bond resolutions, closing documents, and the Bond Counsel Opinion (see Securing Closing Documents, above);
  - (ii) Documentation evidencing the expenditure of bond proceeds;
  - (iii) Documentation evidencing use of bond-financed property by public and private sources (*i.e.*, copies of leases, management contracts);
  - (iv) Documentation evidencing all sources of payment or security for the bonds; and
  - (v) Documentation pertaining to any investment of bond proceeds (including the purchase and sale of securities, subscriptions for United States Treasury Securities-State and Local Government Series (“SLGs”), yield calculations for each class of investments, actual investment income received from the investment of proceeds, guaranteed investment contracts and rebate calculations).
- c. Keep all records in a manner that ensures their complete access to the IRS so long as they are material.
  - d. Keep the relevant records for each issue of bonds for as long as such issue of bonds is outstanding (including any bonds issued to refund such issue of bonds) plus three years after the final redemption date of the bonds.

#### **IV. Arbitrage Rebate and Arbitrage Yield Restriction**

The Designated Tax Compliance Official or his or her designee will:

- a. Engage the services of the Town’s financial advisor or an arbitrage/rebate consultant for assistance in compliance with arbitrage related issues.
- b. Consult with the Town’s bond counsel, and/or financial advisor to determine if an issue of Bonds is exempt from the rebate requirement under the exception for “small issuer” (Section 147(f)(4)(D) of the Code).
- c. Work with the Town’s bond counsel, financial advisor and/or arbitrage/rebate consultant to monitor compliance with “temporary period exceptions” for expenditure of bond proceeds, typically three years for new money bonds and provide for yield restriction of investments or “yield reduction payments” if exceptions are not satisfied.
- d. Work with the Town’s bond counsel and financial advisor to ensure investments acquired with bond proceeds are purchased at fair market value. This may include use of bidding procedures under the regulatory safe harbor (Section 1.148-5(d) of the Regulations).
- e. Consult with the Town’s bond counsel or arbitrage rebate consultant prior to the creation of funds which would reasonably be expected to be used to pay debt service on tax-exempt bonds to determine in advance whether such funds must be invested at a restricted yield (*i.e.*, yield restricted).
- f. Consult with the Town’s bond counsel and financial advisor before engaging in post issuance credit enhancement transactions (*e.g.*, bond insurance, letter of credit) or hedging transactions (*e.g.*, interest rate swap, cap).
- g. Consult with the Town’s bond counsel, financial advisor, and/or arbitrage rebate consultant to identify situations in which compliance with applicable yield restrictions depends upon subsequent investments (*e.g.*, purchase of 0% SLGS from U.S. Treasury) and monitor implementation.



- h. Work with an arbitrage rebate consultant to arrange for timely computation of rebate/yield reduction payment liability and, if an amount is payable, for timely filing of Form 8038-T, Arbitrage Rebate, Yield Reduction and Penalty in Lieu of Arbitrage Rebate (or applicable successor form), and payment of such liability. Rebate/Yield Reduction payments are ordinarily due at 5-year intervals.

**V. Private Use of Bond-Financed Facilities**

The Designated Tax Compliance Official or his or her designee will:

- a. Create and maintain records of which proceeds of bond issues were used to finance which facilities. These records shall incorporate the refunding or partial refunding of any bond issues.
- b. Record the allocation of bond proceeds to expenditures, including reimbursements. These records will be consistent with the expenditures used for arbitrage purposes.
- c. Record the allocation of bond proceeds and funds from other sources in connection with any bond funded project. Review expenditure of bond proceeds with bond counsel to ensure bond proceeds are used for qualifying costs.
- d. Review with bond counsel prior to the sale or lease of a bond-financed facility, or the granting of a license or management contract, or any other arrangement allowing private use of a bond financed facility, the terms of such arrangement.
- e. Keep records of private use, if any, of bond financed facilities to monitor the amount of private use of bond financed facilities. Private use of bond-financed facilities shall be reviewed no less frequently than once a year (in connection with the preparation of the annual financial statements). If a change in private use occurs, bond counsel will be consulted to determine if remedial action is necessary.

**Planting at Mark Tubbs Park**

Councilperson Mayer said that a few board members and residents met at the park on Saturday and planted all the plants and trees and that same is looking good. If you are out and about, stop by the park and look at the new landscape.

**Transfer of Funds**

Highway Superintendent Arner asked for approval for a transfer of funds in the amount of \$350 from DA5148.1 titled “other government service” to account DA5142.4 titled “snow removal”. Upon motion by Councilman Mayer to approve said transfer, seconded by Councilperson Mayer the vote went as follows:

CARRIED:           Ayes: 5           Yendell, Gardner, Marcellus, Mayer, Carey  
                          Nays: 0

Upon Motion by Councilperson Mayer to adjourn at 7:35 P.M., seconded by Councilperson Marcellus, the vote was unanimous.

Respectfully Submitted by:

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Jennifer A. Shanks, CMC/RMC  
Town Clerk