

## Official Minutes

An Organizational 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 3rd day of January 2023 at 6:00 P.M. Notice was printed in the Mendon-Honeoye Falls-Lima Sentinel.

Present: Supervisor, Michael Falk  
Deputy Supervisor, Leta Button  
Councilperson, Mark Petroski  
Councilperson, Andy Torpey  
Town Clerk, Jennifer Heim  
Town Attorney, Jim Campbell – Via Phone  
Highway Superintendent, John Sokolofsky

Excused: Councilperson, Bill Carey  
CEO/Building Inspector, Charlie Floeser

Guest(s): Stephen Werner

Supervisor Falk called the meeting to order at 6:00 P.M., with the Pledge to the Flag.

### **Town Board Meeting Protocols**

Supervisor Falk read new Town Board meeting protocols as follows:  
“The Town of Lima follows NYS Open Meetings Law procedures. All meetings of the Town Board are duly noticed and open and accessible to the public. The public is there to witness the proceedings only. In the event of a Public Hearing, people may sign in and speak to the board and those assembled regarding the hearing topic for a maximum of 5 minutes once per board meeting. Speaking time belongs only to the speaker and may not be re-assigned to someone else. Privileges of the floor may be granted to anyone who wishes to address the board on any topic at all. In order for the public to be properly noticed the Privileges of the Floor must be applied for and approved by 5 calendar days prior to the Board meeting date. Privileges of the floor are not to exceed 20 min. Approval authority for privileges of the

floor are held by the Supervisor or the Deputy Supervisor if the Supervisor is unavailable”

**Approval of the Agenda**

Upon motion by Councilperson Petroski to approve the agenda as distributed, seconded by Councilperson Button, the vote was unanimous.

**Blanket Undertaking - Resolution #1 of 2023**

**WHEREAS**, section 11 of the Public Officers Law authorizes the governing body of a municipality to procure a blanket undertaking to cover officers, clerks and employees of the municipality who would otherwise be required to post an individual undertaking; and

**WHEREAS**, such blanket undertaking must indemnify against losses through the failure of officers, clerks or employees to faithfully perform their duties or account for moneys or property received by virtue of their position or employment and through fraudulent or dishonest acts committed by officials, clerks or employees covered there-under, now, therefore, be it

**RESOLVED**, that the Lima Town Board consents and approves a blanket undertaking to cover all officers, clerks and employees required by law to post an undertaking which undertaking shall be provided by the following policies:

- Current Crime Coverage is with NGM it is effective 12/28/2022-12/28/2023.
- Coverage is Per Employee with a limit of \$25,000
- Faithful Performance is included on for all Municipality Employees except for individuals in Law Enforcement
- There is also Excess Coverage for the following Positions:
  - Town Supervisor: \$60,000
  - Deputy Supervisor: \$60,000
  - Town Clerk/Tax Collector: \$80,000
  - Deputy Clerk: \$80,000

**THIS IS TO CERTIFY** that I, the undersigned Clerk of the Lima Town Board of the County of Livingston, have compared the foregoing copy of resolution with the original resolution now on file in this office and which was duly adopted by the Lima Town Board of said County on the 3rd day of January 2023 and that the same is a true and correct transcript of said resolution and of the whole thereof.

**IN WITNESS WHEREOF** I have hereunto set my hand and the official seal of the

Lima Town Board of the County of Livingston.

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Jennifer Heim, CMC/RMC  
Town Clerk

Upon motion by Councilperson Petroski to approve Resolution #1 of 2023, seconded by Councilperson Button the vote went as follows:

CARRIED           Ayes: 4       Falk, Button, Petroski, Torpey  
                          Nays: 0

### **2023 Organizational Appointments**

After discussion the board approved the following appointments and salaries listed below on a motion by Councilperson Carey, seconded by Councilperson Belec the vote went as follows:

CARRIED           Ayes: 5       Falk, Button, Petroski, Torpey  
                          Nays: 0

Town Bank:	Five Star Bank
Secondary:	M&T, Canandaigua National and Tompkins Bank of Castile
Official Town Newspaper:	Mendon-HF-L Sentinel
Accounting & Payroll:	BBS Accounting
Supervisor:	Michael Falk
Town Justices:	Joe Schwing & Harold Harris
Deputy Supervisor:	Leta Button
Town Clerk/Tax Collector:	Jennifer Heim
Deputy Clerk:	Pamela Wronka
Superintendent of Highways:	John Sokolofsky
Building Inspector:	Charlie Floeser
Librarian:	Megan McLaughlin
Historian:	
Records Management Town:	Jennifer Heim
Records Management Court:	Carol Tichenor
Court Clerk:	Carol Tichenor
Court Liaison:	Bill Carey
Town Attorney:	James Campbell
Secretary to Joint PB/ZB Boards:	Sharon Knight

Secretary to BAR:  
Maintenance:  
Shoveler: Karen Zisler

Town Engineer: Clark Patterson Lee  
Registrar of Vital Statistics: Jennifer Heim  
Deputy Registrar: Pamela Wronka  
Representative-County Traffic: John Sokolofsky  
Alternate: Michael J. Falk  
Custodian: Karen Zisler

**Mutually Agreed on Liaison Positions:**

Liaison to Highway Department: Michael J. Falk  
Liaison to Planning Board: Mark Petroski  
Liaison to Parks Commission: Leta Button & Andy Torpey  
Liaison to Library Board: Leta Button  
Liaison to Ag Committee: Bill Carey  
Liaison to Crossroads: Leta Button & Bill Carey  
Liaison to Golden Age: Michael J. Falk  
Liaison to Cemeteries/Lawn Care: Bill Carey  
Liaison to Zoning Board of Appeals: Andy Torpey  
Liaison for Village: Michael J. Falk  
Liaison to Planning & Buildings/Grounds: Town Board  
Liaison to Master Plan Communications: Town Board  
Liaison to Personnel & Employee Relations: Michael J. Falk & Leta Button  
Liaison to Marketing Commercial & Industrial Growth:  
Leta Button & Town Board  
Liaison to Recreation Program: Andy Torpey  
Liaison to Project Funding & Grants: Town Board  
Liaison to Historical Society: Bill Carey  
Liaison to Fire Department: Mark Petroski  
Liaison to American Legion: Michael J. Falk  
Liaison to VFW: Michael J. Falk

**Joint Town & Village Planning Board**

Meet 3rd Wednesday of each month & 5-year terms if there is business

Wayne Childs (T) Chairman 2022-2026  
Andy Britton (V) Vice Chairman 2017-2021 Expired

**Members**

Ericka Gruschow (V)	2017-2021	Expired
George Gotcsik (T)	2019-2023	
Larry Kramer (T)	2023-2027	
Paul Osborne (V)	2017-2021	Expired
Jacob Button (T)	2020-2024	
Alternate (T)		
Alternate (V)		

**Zoning Board of Appeals - Meet as needed & is 5-year terms**

Jim Van Dick (T)	Chairman	2022-2026
	Vice Chairman	

**Members**

Dennis Neenan (T)	2018-2022	Expired
John Bailey (T)	2019-2023	
Duane Fuller (V)	2015-2021	Expired
Andy Matthews (T)	2019-2023	
Steve Werner (V)	2017-2021	Expired
Alternate Cindy DePuy (V)	2020-2024	
Alternate, (T)	2022-2026	

**Board of Ethics - Must not be more than 3 members of the same political party & 5 year terms**

Tom Reynolds (D)	2021-2025	
Anthony Catalano (R)	2019-2021	Expired
Michael Oklevitch (R)	2020-2024	
Kevin Simmons (R)	2019-2023	
Vacancy (D)	2023-2027	

**Town Assessor - 6 Year Term**

Tami Snyder	2019-2024
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**Assessment Board of Review - Meet once or twice a year - 5-year terms**

VACANCY	2023-2027
Brett Siewart	2020-2024
Nicole Snyder	2019-2023
Blake Benson	2022-2026
Christian Nikodem	2022-2026

Dan Proctor

2023-2027 – appointed 3/7/2023

**Historic Preservation Commission**

Fran Gotcsik, Chair

Robin Hargrave

Don Brown

**Agricultural Advisory Committee- 3 Year Terms**

Mike Neenan, Chairman

2023-2025

Ted Zornow

2021-2023

Tom Simpson

2023-2025

Ed Blodgett, Jr.

2022-2024

Lee DeKramer

2022-2024

John Lehning

2022-2024

Ron Gruschow

2023-2025 – appointed 3/7/23

Marc Krieger, Alternate

2021-2023

**Lima Golden Age Club**

Jim Murphy, President

Shirley Murphy, Treasurer

VACANT, Vice President

Joan Riley, Secretary

Marilyn Stuart, Trustee

Marje Sackett, Trustee

Doris Milton, Trustee

VACANT, Trustee

**Library Board – 5 Year Terms**

Shirley Caccamise, President

2019-2023

Teri Kruk

2022-2026

2023-2027 \*John Grasso

Debbie Lund, Trustee

2019-2023

Cathy VanHorne, Trustee

2022-2026

**Volunteer Pool**

*Planning Board:*

*Zoning Board:*

*Assessment Board of Review:*

*Historic Preservation:*

*Library Board:*

### **Special Meetings**

May be called with a two-day notice and public posting in 3 locations, example: Town Clerks Legal Bulletin, Kirkwood's, USPS and Lima Diner, with notice given to the news media as well.

### **2023 Schedule of Salaries**

Town of Lima Salaries of Elected & Appointed Officers

Supervisor	\$19,500.00
Deputy Supervisor	\$ 1,470.00
Town Board Members	\$19,050.00 (\$4,762.50 per member)
Town Clerk	\$47,083.00
Deputy Town Clerk	\$8,200.00
Registrar	\$2,000.00
Tax Collector	\$3,000.00
Town Justice	\$24,530.00 (\$12,265.00 per Justice)
Court Clerk	\$19,635.00
Highway Supt.	\$79,474.00
Motor Equipment Operator	\$31.58/hour – Ken East
“ “	\$30.47/hour _ Todd Lyons
“ “	\$25.73/hour – Ben Martin
“ “ OPEN	\$19-23/hour
Laborer, PT -mowing	\$14.20/hour
Library Director	\$42,971.25
Town Attorney	\$225.00/hour
Code Enforcement Officer	\$45,335.85
Custodian(s)	\$14.20/hour
Historian	\$1,500 Annually
Assessors Clerk	\$9,409.00
Assessor	\$29,500.00
Maintenance	
PB/ZB Secretary	\$4,000 Annually

Shoveler

\$14.20/hour

**Mileage Rate 65.5 Cents**

Per the IRS, mileage is 65.5 cents per mile driven for business use.

**Supervisor's Report**

Supervisor Falk mentioned receipt of said report. On a motion by Councilperson Button to accept the Supervisor's report, seconded by Councilperson Petroski the vote went as follows:

CARRIED           Ayes: 4       Falk, Button, Petroski, Torpey  
                          Nays: 0

**Communications**

None received.

**December 6th Minutes**

Minutes were approved upon motion made by Councilperson Petroski, seconded by Councilperson Button, the vote went as follows:

CARRIED           Ayes: 4       Falk, Button, Petroski, Torpey  
                          Nays: 0

**December 30th Minutes**

Minutes were approved upon motion made by Councilperson Petroski, seconded by Councilperson Button, the vote went as follows:

CARRIED           Ayes: 4       Falk, Button, Petroski, Torpey  
                          Nays: 0

**Audit of Claims/Abstracts**

Resolved that the bills contained on Abstract #1 have been reviewed by the Town Board and are authorized for payment in the following amounts:

General Funds:	No. 1 through 3	\$4,308.84
Highway Funds:	No. 1 through -	\$7,117.41

Upon a motion by Councilperson Button, seconded by Councilperson Torpey, the vote went as follows:

CARRIED           Ayes: 4       Falk, Button, Petroski, Torpey  
                          Nays: 0

## **Building Inspector/Code Enforcement Officer Report**

Excused. No report.

## **Highway Department**

Highway Superintendent Sokolofsky distributed his highway report and discussed.

Replace plow truck – still waiting for pricing.

MEO Opening – interviewed candidate. Possible start in March.

DOT to investigate traffic conditions – no update from DOT.

Crosswalk at 15A – no updates until Spring.

## **Water District #5**

Supervisor Falk stated an informational meeting will be held at Elim Life Church February 1<sup>st</sup> at 6PM. Notice will be published.

## **Presbyterian Church**

Supervisor Falk mailed a letter three months ago asking the church to takeover cleanup of their property or turn same over to the town as it is costing the town money to mow and remove trees in the cemetery. This past summer cost \$6,000. No response was received to-date.

## **Siemens Energy Services**

No new updates. Package will be ready possibly in March.

## **Charter Communications**

Supervisor Falk is waiting for communication back from Charter.

## **Schedule Public Hearing for Local Law #1 of 2023 – Providing a Partial Exemption from Real Property Taxes to Persons with Disabilities who Have Limited Income**

Upon motion by Councilperson Petroski to hold a public hearing at the regularly scheduled February 7<sup>th</sup> meeting, regarding the above, seconded by Councilperson Button, the vote was unanimous.

## **Schedule Public Hearing for Local Law #2 of 2023 – Providing a Partial Exemption from Real Property Taxes to Certain Eligible Senior Citizens**

Upon motion by Councilperson Button to hold a public hearing at the regularly scheduled February 7<sup>th</sup> meeting, regarding the above, seconded by Councilperson Torpey, the vote was unanimous.

**Procurement Policy**

After discussion and upon motion by Councilperson Petroski to accept the Procurement Policy, seconded by Councilperson Button, the vote went as follows,

CARRIED                   Ayes: 4       Falk, Button, Petroski, Torpey  
                                  Nays: 0

**Lease Agreement between The Town of Lima “Landlord” and the Village “Tenant”**

Upon motion by Councilperson Petroski to approve the Agreement with edits and final copy then executed by Supervisor Falk, seconded by Councilperson Button the vote went as follows:

CARRIED                   Ayes: 4       Falk, Button, Petroski, Torpey  
                                  Nays: 0

**Move Into Executive Session**

Upon motion by Councilperson Button to move into executive session at 7:20PM, seconded by Councilperson Torpey, the vote was unanimous.

**Move Out of Executive Session**

Upon motion by Councilperson Button to move out of executive session at 8:07PM, seconded by Councilperson Torpey, the vote was unanimous.

NO ACTION TAKEN

Motion by Councilperson Button to adjourn at 8:08 PM seconded by Councilperson Torpey, the vote was unanimous.

Respectfully Submitted by:

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Jennifer Heim, CMC/RMC  
Town Clerk

All documents mentioned in the Town Board Minutes can be reviewed at Town Hall.