

April 14, 2026

Supervisor Horr called the Regular meeting to order at 7:00pm. Roll call was taken, and Councilperson Infantino, Colella, Bacon, and Luce were present. Also present was Town Supervisor Gregory Horr.

Present from the Town was Highway Superintendent Scott Mitchell, Code Enforcement Officer Danny Everett, and Airport Manager Rick Lafford.

Pledge to the Flag followed, led by Councilperson Infantino

Guests Include: Don Gould (LMC) who arrived later in the meeting.

Privilege of the Floor: Frank Robson from Bearded Brothers vending asked permission from the Town Board to place a vending machine in the Town Hall. They are fully insured and will take care of all issues and re-stocking of the machine. We would just need to supply the space and power.

A motion by Councilperson Colella and a second by Bacon to allow the placement of the vending machine. There will be a two-month trial. As long as everything goes well, it will be permanent. All in favor. MOTION CARRIED.

A motion by Councilperson Colella and a second by Bacon to approve the regular meeting minutes from the March 10, 2026, meeting. All in favor. MOTION CARRIED.

The Town Clerk's report for the month of March 2026 was presented, copy on file. The report shows monies taken in for the month were \$3973.25 Money distributed as follows:

- Livingston County Dog Control \$119.00
- NYS Agriculture & Markets Dog Sales \$47.00
- NYS Department of Health Marriage Lic. \$22.50
- NYS DEC Sales \$1385.79
- Remainder to Supervisor Horr \$2398.96
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A motion by Councilperson Bacon and a second by Luce to approve the Town Clerk's report as presented. All in favor. MOTION CARRIED.

Code Enforcement Officer let the board know that he issued one demolition permit for 9465 Canal Street, two building permits, performed seven fire inspections, and issued two residential zoning violations for junk cars.

Code Enforcement Officer Everett made a request to increase the fees for permits and building operations. The fees have not been adjusted for quite some time. The Village and Town CEOs worked on the fee schedule together. They took an average of the surrounding communities to come up with the new fee schedule. The Town and Village will work from the same fee schedule. Councilperson Colella suggested that the term "pool above ground" be clarified.

**RESOLUTION: 4-1-2026      AUTHORIZING THE TOWN BOARD TO AMMEND THE CURRENT FEE SCHEDULE AS PART OF THE UNIFORM FIRE PREVENTION AND BUILDING CODE, FOR THE ISSUANCE OF BUILDING PERMITS, INSPECTIONS, AND CERTIFICATES OF OCCUPANCY**

**WHEREAS**, the Code Enforcement Officer has reviewed the current fee schedule and recommends adjustments to ensure that fees bear a reasonable relation to the actual costs of issuing permits and conducting inspections, as required by New York law; and

**WHEREAS**, it is the desire of the Town Board to update said fee schedule to reflect current administrative costs;

**NOW, THEREFORE BE IT RESOLVED**, that the North Dansville Town Board hereby adopts the amended Building Permit Fee Schedule, as attached hereto as Exhibit A, which shall supersede all prior fee schedules for building permits; and

**BE IT FURTHER RESOLVED**, that these fee changes shall take effect on July 1<sup>st</sup> of this year.

Motion by: Councilperson Bacon  
Second by: Councilperson Luce

Roll Call Vote: AYES: Councilperson Infantino, Colella, Bacon, Luce, and Supervisor Horr  
 NOES: NONE  
 MOTION CARRIED 5 to 0

**EXHIBIT A**

*(Draft )* Dansville Building Permit Fee Schedule

Permit	Permit Service Rate
Single Family - Habitable space	.25 per sq ft \$50 min
Multi Family - Habitable space	.30 per sq ft \$75 Min
Additions & Alterations	.25 per sq ft \$25 min
Garage & Barn - Non-habitable	.20 per sq ft \$25 min
Decks & Porches	\$50 flat fee
Sheds	Less than 144 sq feet - No Fee / Over 144 sq ft \$25.00
Demolition	\$25
Fences ( Town only )	\$25
Re-Roof	\$100
Systems Permit (Furnace/ Hot Water/ Generator/ Electric Service)	\$50
Chimney - Fireplace - Woodstove	\$50
Pool - Above-ground	\$50
Pool - In-ground	\$100
Work started without permit	2x permit cost
<b>Type 1 Solar</b>	
Residential Roof Mounted	\$100
Ground	\$200
<b>Residential Rental</b>	
Rental inspection (initial inspection)	\$50
Reinspection - With corrections	No charge
Reinspection - Without corrections	\$100
<b>Commercial</b>	
Less than 4000 Square feet	\$.35 per sq ft \$250 min
Over 4001 Square feet	\$.35 per sq ft \$250 min
Storage building (over 144 sq ft)	\$.40 per sq ft \$250 min
Systems permit (Furnace, hotwater, generator, EV, roof)	\$250
Type 2 Solar Energy System	\$5000 per Mega Watt
Building Demolition	\$250
Site Plan review	\$250 plus engineer cost
<b>Residential &amp; Commercial</b>	
Sign Permit - Permanent	\$50 + 1.50 sq/ft
Sign Permit - Temporary	\$10 per month
Tank installation or removal over 1000 gallons	\$250
Towers	\$250
Certificate of Occupancy or Certificate of Compliance without a building permit	\$50
Certificate of Occupancy or Certificate of Compliance with a building permit	Included in Building Permit fee after final inspection
Temporary Construction permits	\$100
<b>Planning Board &amp; ZBA Fees</b>	
Special Use Permit (ZBA)	\$65
Application for variance (ZBA)	\$95
Application for interperation/amendment	\$125
Site Plan review Multi-residential (planning)	\$250 plus \$20 per unit
Site plan review Commercial (planning)	\$250 plus \$2.50 per \$1000 of value over \$50,000
<b>Fire Inspections</b>	
Yearly Operating Permit	\$25
Fire Safety Inspections	No Charge
Trash Hauler Permit (Village only)	\$100 Annually

The Code Enforcement Officer is requesting a digital subscription for NYS code books. He is currently using a READ ONLY version, and would like the ability to print, copy, or cut and paste. He would like to be able to cut and paste the violation into the code, without having to type and make an error.

A motion by Councilperson Bacon and a second by Colella to allow the CEO to purchase the 1-year digital subscription to the NYS code books through the International Code Council, not to exceed \$539.00. All in favor. MOTION CARRIED.

Zoning/Code Officer's report for the month of March 2026 was presented, copy on file. A motion by Councilperson Bacon and a second by Luce to accept the report as presented. All in favor. MOTION CARRIED.

Justice reports from Justice Kenney for Feb. 2026, and Weidman for the month March 2026 were presented, copy on file. The report shows monies taken in for the month were \$12,937.00, and \$2921.00, respectively. A motion by Councilperson Bacon and a second by Infantino to accept the report as presented. All in favor. MOTION CARRIED.

Town /Village Planning Board: Non- meeting minutes submitted for the date March 24, 2026. There was no meeting held. A motion by Councilperson Bacon and a second by Luce to accept the non-meeting minutes as presented. All in favor. MOTION CARRIED.

Town/Village Zoning Board of Appeals: March 19, 2026, meeting minutes on file. A motion by Councilperson Bacon and a second by Luce to accept the minutes as presented. All in favor. MOTION CARRIED.

Comprehensive Plan Work Group: Minutes submitted for March 16, 2025, for information only.

The CPWG received a quote from non-profit group PIVOT. This is for board information only and discussing how and where the funding will come from has not been determined yet.

Livingston County Planning Board agenda of April 9, 2026, meeting was submitted for information only.

Executive Summary report for the month of March 2026, was presented, copy on file. A motion by Councilperson Bacon and a second by Luce to approve the summary as presented. All in favor. MOTION CARRIED.

COMMITTEE REPORTS:

CEMETERY: SEXTONS REPORT: Report for March 2026 was submitted. A motion was made by Councilperson Colella, seconded by Infantino. All were in favor, MOTION CARRIED.

Superintendent Mitchell presented a quote to repair the cemetery house as follows:

TOWN OF NORTH DANSVILLE  
CEMETERY HOUSE IMPORVEMENT  
DETAIL OF IMPROVEMENTS NEEDED

1.	Labor and materials (pressure wash + paint)	Pride and Trust Painting	\$	13,500
2.	Electric Service Update 200amp service Add surge protector price and availability unknown	Cooper Electric	\$	2,465
3.	New roof and windows Materials + labor for the corner of the house where the foundation is rotted	All Weather Contracting LLC	\$	21,500
4.	Water lines (pex, fitting kit, shut off valves, supply lines)	Town Employees	\$	1,000
5.	Miscellaneous Items		\$	150
	Bathroom exhaust fan		\$	40
	Furnace vent			
	Kitchen, bathroom flooring:		\$	800
	Vinyl plank (\$4.00 sqft)			
	Refrigerator	Lowe's	\$	800
	Washer/dryer set	Lowe's	\$	1,600
	Hot water tank	Lowe's	\$	730
	Miscellaneous/unexpected expenses		\$	5,000
	<b>Total Expenditures</b>		<b>\$</b>	<b><u>47,585</u></b>

The approximate cost to tear down and haul away the house would be more than \$20,000. Supervisor Horr gave the board a financial analysis to determine if we rent the house for \$1200, after 5 years it will bring an additional \$8,000-\$9,000 to our budget.

A motion by Councilperson Colella and a second by Infantino to approve the rehab of the cemetery house in stages, using the reserve funds from the cemetery. All in favor. MOTION CARRIED.

Superintendent Mitchell will go ahead with the roof and electric first.

Superintendent Mitchell would also like permission to repair the cemetery barn roof at the same time as the house roof. It was suggested that he get a quote and try to get a good deal as they will be doing them simultaneously.

There is a new sign placed in front of the cemetery with the rules and regulations.

HIGHWAY: Superintendent Mitchell presented the board quotes for CHIPS sealing for this year. The three quotes are:

1. Suit-Kote \$41,490
2. MIDLAND \$54,830
3. Vestal Asphalt \$54,285

This would cover McWhorter Road, Eades Road, Lackawanna Road, and Vista Hill Road. Vista Hill would be in two parts. One is the steep windy part, and the second is the over past Kidd Road. Part two may be done next year as there is a cross-over pipe that needs to be changed in that area this year. Superintendent Mitchell would like to start changing the pipes a year ahead of when the road will be done so the pipes have time to settle. He would like to wedge all of Depot Road this year, to prepare for stone and oiling next year.

The quotes were as follows:

1. Suit-Kote \$41,490
2. Vestal Asphalt \$54,285
3. Midland \$54,830

A motion by Councilperson Bacon and a second by Infantino to approve the quote from Suit-Kote in the amount of \$41,490. All in favor. MOTION CARRIED.

Superintendent Mitchell presented three quotes for road mower tires. There was \$5300 in the budget for these. The quotes were as follows:

1. Hess Farm Tire \$4,988
2. Sedam \$5,196
3. Lewis \$5,933

A motion by Councilperson Bacon and a second by Luce to accept the quote from Hess Farm Tire in the amount of \$4,988. All in favor. MOTION CARRIED.

Superintendent Mitchell reports that all of the roads are swept from Winter. The crew began ditching on Depot Road and cleaned under the guardrail on Eades Road.

Superintendent Mitchell also reported that a check for \$10,947 should be coming around the 20<sup>th</sup> of April. This was from selling surplus items at auction. Three mowers and misc. tools were sold.

Superintendent Mitchell researched the request from a homeowner on Poags Hold Road to have striping on the road. The following guidelines were taken from the Cornell Local Roads Program:

**Center line markings should be placed on paved urban arterials and collectors that have a traveled way of twenty feet or more in width and an ADT of 4,000 vehicles per day or greater. Center line markings should also be placed on all rural arterials and collectors that have a traveled way of eighteen feet or more in width and an ADT of 3,000 vehicles per day or greater.**

A motion by Councilperson Colella and a second by Infantino that the board has considered the guidelines from the Cornell Local Roads Program, and Poags Hole Road does not fall into the guidelines for striping, therefore striping of this Road is not needed. All in favor. MOTION CARRIED.

AIRPORT:

The Airport Committee will meet on April 22<sup>nd</sup>. The committee met two weeks ago and shared thoughts and processes between LMC, FAA, Consultants, and the Town of N. Dansville. Discussions for a potential solution are still ongoing.

Fuel sales for the month of March were Approximately \$800-\$900.

The windsock at the airport has been replaced, as the old one was ripped.

Airport manager Rick Lafford has secured private donations to help with the next phase of tree obstruction removal. This would be for the property at 28 Maple Street. Councilperson Bacon would like to have a plan to take to the homeowner. Councilperson Bacon will put it together and have Attorney John Vogel look it over before it goes to the homeowner.

Councilperson Collea stated that we will be issuing an extension of the Order of Remedy that was issued to LMC in November. We have permission from the FAA to displace the runway threshold. Displacing the threshold would allow the airport to operate without closing the runway, but the runway would be shorter. This would require moving lights, painting new lines, and would require testing by the FAA. This option would be temporary, while a more permanent solution is still being worked on. The airport runway will be closed M-F until we can get the threshold displaced.

A motion by Councilperson Colella and a second by Bacon to have McFarland Johnson assess and devise a plan to give to the FAA for the following:

1. The needed displacement of Runway 14 landing threshold to mitigate the cranes on LMC property.
2. Any operational restrictions on Runway 32 departures.
3. A plan to remark the runway with the displacement threshold.
4. A plan to make the necessary changes to the runway edge lights including emitting red lights prior to the displaced threshold and green lights outward from the runway threshold.
5. A plan for runway 14 VASI. lights (for example baffling, changing the glide path, or relocating.)

All in favor. MOTION CARRIED.

Until this plan is carried out, the runway will be closed Monday-Friday from 07:30am to 3:30pm. The airport and glider grass landing will still be operational during these hours.

A motion by Councilperson Bacon and a second by Infantino to allow the NY State Troopers, and the BMW Car Club of Genesee Valley through Cornell Cooperative Extension to use the closed runway for driver training this year, as long as they list the Town on insurance as an additional insured. All in favor. MOTION CARRIED.

Airport Manager Lafford addressed the board about soaring fuel prices. He would like to raise the price for fuel at the airport. He suggested raising the price per gallon to \$6.09 which would be on par with other airports.

Don Gould was present on LMC's behalf. He wanted the board to know that the option of putting a rail spur on the property is not the best option and would not work well for LMC. He would like to see the option of shortening the runway as a probable solution he feels works for everyone.

RECREATIONAL AREA: Superintendent Mitchell states that the ball field at Frontage Park has been prepared with clay mix and ready to go. There is a new basketball hoop and new mulch at the park in Cummingsville.

Review of monthly payroll summary/registers and bank statements: E-mails were sent to all board members Reconciliation Summary of Banking Accounts and Bank Statements (General, Highway, Airport, Water District and Trust & Agency) for the period ending March 31, 2026, for their review. The Town Clerk presented a hard copy of these materials for board review. Board members had no concerns with the information contained in the financial material.

**RESOLUTION: INTERMUNCIPAL COOPERATION AGREEMENT BETWEEN**

**NO. 04-1-2026 THE LIVINGSTON CO. SHERIFF'S DEPARTMENT AND  
THE TOWN OF NORTH DANSVILLE FOR DOG CONTROL**

**OFFICER SERVICES AND POUND OR SHELTER SERVICE**

Motion by: Councilperson Bacon  
Second by: Councilperson Infantino

Whereas, this Agreement effective the 1st day of January, 2026, by and between the Livingston County Sherriff’s Department Dog Control (hereinafter the "Sherriff’s Department"), a municipal corporation, with an office at 3386 Gypsy Lane, Mt. Morris, NY and the Town of North Dansville (hereinafter the "Town"), a municipal corporation, with an office at 14 Clara Barton Street, Dansville, New York 14437.

WHEREAS, Section 113 of the Agriculture and Markets Law of the State of New York require every town to have a dog control officer or to contract for dog control officer services; and

WHEREAS, Section 114 of the Agriculture and Markets Law require every town to have a pound or shelter for dogs or a contract for pound or shelter services; and

WHEREAS, the Sherriff’s Department has dog control officer services and pound or shelter services available to meet the requirements of the Agriculture and Markets Law of the State of New York; and

WHEREAS, the Town desires to contract with the Sherriff’s Department for dog control officer services and pound or shelter services.

NOW, THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties agree as follows:

1. The Sherriff’s Department agrees to provide to the Town, dog control officer services, and shelter services to meet the requirements of Section 113 and Section 114 of the Agriculture and Markets Law.
2. The Town agrees to remit to the Livingston County Treasurer \$3.50 for each dog license issued by the Town.
3. Either party may terminate this agreement upon 60 days’ notice in writing delivered to the other party by certified mail, return receipt requested.

Roll Call Vote: AYES: Councilperson Infantino, Colella, Bacon, Luce, and Supervisor Horr  
NOES: None

MOTION CARRIED: 5 to 0

**RESOLUTION: APPROVAL FOR ADDITIONAL RATES AND COMMON RENEWAL DATE FOR DOG LICENSE IN THE TOWN OF NORTH DANSVILLE**

NO. 04-2-2026

Motion by: Councilperson Bacon  
Second by: Councilperson Infantino

Whereas, the Town of North Dansville adopted Local Law #2 –2010, a Local Law to provide the procedures to be followed in relation to the licensing of dogs in the Town of North Dansville, and

Whereas, as Section 3 (Dog Licensing Requirements and Procedures), Sub -Section D states that the fees for a dog license shall be set forth by board resolution of the Town Board,

NOW, THEREFOR, BE IT RESOLVED, that Town of North Dansville is adding two new rates to the already established dog license fees as follows:

- | Type of License          | Fee                    |
|--------------------------|------------------------|
| 1. Enumeration fee       | \$ 5.00                |
| 2. Late registration fee | \$ 5.00 (past 60 days) |

Whereas, all other fees relating to dog licensing remain the same, and that all dogs registered in the Town will have a common renewal date of May 1<sup>st</sup> of each year  
And be it further resolved

that with the passage of this resolution the additional fees and common renewal date for dog licenses in the Town of North Dansville are adopted.

Roll Call Vote: AYES: Councilperson Infantino, Colella, Bacon, Luce, Supervisor Horr  
NOES: None  
MOTION CARRIED 5 to 0

## **RESOLUTION 04-3-2026 Town of North Dansville Credit Card Acceptance Policy**

Motion by: Councilperson Bacon

Second by: Councilperson Colella

### **1. Purpose**

This policy establishes guidelines and procedures for the acceptance of credit card payments by the Municipality to improve customer convenience, increase payment efficiency, and ensure secure and compliant financial operations.

### **2. Scope**

This policy applies to all departments, offices, and authorized personnel within the Town of North Dansville that accept payments for services, fees, fines, permits, taxes, or other charges.

### **3. Accepted Forms of Payment**

The Municipality may accept the following credit and debit cards:

- Visa
- MasterCard
- American Express
- Discover

The Town Board may approve additional payment methods as appropriate.

### **4. Authorization and Responsibilities**

- The Town Clerk and/or Town Supervisor shall oversee the implementation and administration of credit card payment systems.
- Department heads must ensure staff are trained in proper payment processing procedures.
- Only authorized personnel may process credit card transactions.

### **5. Payment Processing Methods**

The Municipality may accept credit card payments through:

- In-person transactions (point-of-sale terminals)
- Telephone payments (where secure systems are in place)

All systems must comply with applicable security standards.

### **6. Fees and Surcharges**

- The Municipality does not impose a convenience fee; however, the credit card company imposes a fee for transactions.
- Any fees must be clearly disclosed to the payer before the transaction is completed.
- Fees collected shall be accounted for separately in financial records.

### **7. Security and Compliance**

- All credit card transactions must comply with the Payment Card Industry Data Security Standard (PCI DSS).
- Sensitive cardholder data must not be stored unless authorized and secured in compliance with PCI requirements.
- Staff must not write down, store, or transmit credit card information through unsecured means.

### **8. Refunds and Chargebacks**

- Refunds shall be issued to the original payment method whenever possible.
- Departments must document the reason for all refunds.
- The Town Clerk and/or Town Supervisor shall manage and respond to chargebacks and disputes.

### **9. Recordkeeping and Reconciliation**

- Daily reconciliation of credit card transactions is required.
- Departments must maintain accurate records of all transactions.
- The Town Supervisor will conduct periodic audits to ensure compliance.

### **10. System Downtime and Contingency**

- In the event of system outages, departments should follow established contingency procedures, such as accepting alternative payment methods.
- Manual credit card processing is prohibited unless specifically authorized and secured.

### **11. Training**

- All staff involved in processing payments must complete initial and periodic training on payment procedures, security practices, and fraud prevention.

### **12. Policy Violations**

Failure to comply with this policy may result in disciplinary action, up to and including termination, and potential legal consequences.

### **13. Review and Updates**

This policy shall be reviewed annually by the Town Board at its Organizational Meeting and updated as necessary to reflect changes in laws, regulations, and best practices.

Roll Call Vote: AYES: Councilperson Infantino, Colella, Bacon, Luce, and Supervisor Horr  
NOES: None

MOTION CARRIED: 5 to 0

The Town Board recognizes the vacancies on the Planning Board and ZBA. They will continue to search for people to fill the vacancies.

A motion by Councilperson Bacon and a second by Luce to pay all bills as audited, General Account Vouchers for 2026 #54- #86 incl., totaling \$43,724.01, incl., and Highway Account Vouchers for 2026 #31- #44 incl., totaling \$7,948.27. All in favor. MOTION CARRIED.

A motion by Councilperson Bacon and a second by Luce to enter into executive session for contracts and litigation. All in favor. MOTION CARRIED. Executive session entered at 8:50pm.

A motion by Councilperson Colella and a second by Bacon to exit executive session with no action taken. All in favor. MOTION CARRIED. Executive session exit at 9:17pm.

The regular meeting resumed.

A motion by Councilperson Bacon and a second by Colella to adjourn the regular meeting. All in favor. MOTION CARRIED. Regular meeting ended at 9:18pm

Respectfully submitted

Lori Tyler  
Town Clerk