

**Town Board Meeting
December 4, 2023
6:30 p.m.**

Zoom: Meeting Id: 827 9440 1046 Passcode: 728216

Present: Supervisor Aaron, Councilor Alexander, Councilor Legg, Councilor Dove.

Present (via Zoom): Councilor Tucker, Attorney Smith.

Also, Present (In Person): Tim Dobrovosky, Keri Fey, Village Mayor Mary Sennett, Kathleen Zapata, Ed Evans, Amy Rolleri, Brenden Lawrence (NYS Real Property Tax Service), Peret Lin (NYS Real Property Tax Service).

Also, Present (via Zoom): Brian Buff, Karen Barkdull, Jason Gabak (Skaneateles Press), Robert Herrmann, Miranda Robinson, Lori Milne, Paula Powell, Bill Mahood.

Mayor Mary Sennett – Supervisor Presentation: Village of Skaneateles Mayor, Mary Sennett stated, when she took over as Mayor, many people said they hoped she could get along with the Town. And, she was happy to report that Janet and she had an exceptionally good working relationship. Janet had worked well with the Village trustees and department heads.

Village Mayor Mary Sennett presented Supervisor Janet Aaron the following Proclamation for her retirement from public service:

“Whereas Janet Aron has been a model public servant during her long career in public service, leading with integrity and fairness.

And whereas she was elected town supervisor in 2017 and has worked cooperatively with the village and its representatives and has always been willing to come to the table to brainstorm solutions about town-village concerns.

And whereas after decades of discussion about collaboration among lake municipalities, she established, she made it happen, the Skaneateles Watershed Municipal Partnership, which established a lake information website and provided education about lake safe farming methods.

And whereas she has taken a stand against the expansion of Seneca Meadows because of the truck traffic and the impact on the community, and whereas she has kept all parties engaged and finalizing the nine-element plan.

And whereas, she was a true partner in pursuing home rule authority for the occupancy tax and shoreline governance.

And whereas Janet Aron is a person of boundless energy, has a strong moral compass, and always puts her community first.

Supervisor Aaron thanked Mayor Sennett for this Proclamation. She stated we all have the same goal to work together for the betterment of the community and thanked Mayor Sennett and stated she would miss working with her and the Village.

Department Reports

Highway: Highway Superintendent Dobrovosky submitted his report to the Board for their review. He reported the Highway Department had all the trucks ready to go for the winter, they had already done 3 rounds of plowing and salting, the department had fixed the 22-ton trailer, fixed power steering on truck #1, cleaned up branches and end of culverts and rehabbed the pole barn.

Highway Superintendent Dobrovosky stated the Board asked him to research the ownership of Bryant Lane. He stated Bryant Lane is not a Town Road. Supervisor Aaron stated, the Town had plowed Bryant Lane over many years. Mr. Dobrovosky stated that does not make it a Town Road, and it is not listed as inventory for CHIPS funding.

Supervisor Aaron asked Mr. Dobrovosky where he would like residents with complaints on the road maintenance be directed, this included winter plowing. Mr. Dobrovosky stated to direct any complaints directly to him, residents could contact him on his Town cell phone.

Supervisor Aaron stated the Town Board had funded his department in the budget for the necessary overtime and the salt to make sure the roads are maintained and plowed in the winter.

Supervisor Aaron stated to Mr. Dobrovosky that if he felt his department could not get out as early to plow or cannot salt as much because you don't have the funding in your budget, the Town board needed to know that.

Transfer Station: Municipal Recycling Liaison Brian Buff reported they had sent out 7 loads of trash, 3 open top containers and 4 loads of recycling.

Supervisor Aaron stated the Town Board was in receipt of the Landfill Monitoring Report from Plumley Engineering. They had some findings which were minimal maintenance that needed to be taken care of. Mr. Buff stated he had spoken to Plumey and had taken care of the maintenance issues.

Councilor Legg stated the 2024 Transfer Station tags are available and can be purchased at the Town Hall or online.

Planning and Zoning: Planning and Zoning Clerk Karen Barkdull reported there were 4 open projects at this time. Tracy Mills, Christopher Foote, Pul Fallon and Beth Endres Ms. Barkdull reviewed the status of existing projects still open; Community Solar Array TJA Solar – the application has been paused, Josh LaGrow Subdivision, Lakelawn – proposed brick and stone masonry wall to replace wood fence along West Lake Road, this project is on hold, and Haba

Toys- Expansion application is on hold as they re-evaluate the entire property. Other activities included four pre-application meetings, P & Z meeting, Shoreline Committee meeting to discuss potential modifications.

Codes: Codes Officer Robert Herrmann reviewed the November codes office report. The permits were up in numbers this month, expired permits are up to 95. Complaints are up as well. They continue to work on fire Inspections.

*November 2023 Codes Office Report Attached.

Parks: Parks Manager Sue Murphy thanked the Highway Department for their help cleaning up a downed tree on the Nature trail. She was contacted by the library regarding a program they are planning with the Chamber of Commerce, a solar eclipse event on April 8th from 1 to 4:30. They have 500 solar glasses to give out. The solar eclipse is at 3:23 on April 8, 2024, and they would like to have the viewing at Austin Park. Ms. Murphy stated she was in favor of this event at the park, it is an opportunity for everybody to be able to enjoy the eclipse. They have been preparing for the Seniors Christmas Holiday event on Wednesday.

Water/Engineer: Town Engineer Miranda Robinson reported on the following:

Water

- Monthly Operators Report was submitted to the health department for the month of November.
- December results have come back as "no e-coli present."
- Previous monthly reports are required to be submitted by the 10th of each month
- Another set of hang tags was distributed last week for the Lead Service Line Inventory
- The New York Section of AWWA announced the spring meeting in Saratoga will be the week of April 8, 2024
- Looking to purchase another hydrant meter for construction projects/large water requests, getting 3 quotes.

Engineering

- Attended a tank lining webinar for potential coatings for the new tank.
- Updating the contract with the new owners of the Solar Array at the Transfer Station
- Reviewing street lighting contract
- Communication has been great with the codes department for new work happening at the Woodbine Hotel and the Woodbine Hilltop project. Meter pit "should" be going this week. Once it is installed a full review on site will commence.

Budget: Budget Officer Keri Fey reported they were working on preparing for the year end reporting and working on the policy to file the W2s electronically as mandated by the federal government.

Fire Department: Councilor Dove stated there was no report from the Fire Department.

Minutes of November 20, 2023: On a motion of Councilor Dove, seconded by Councilor Alexander and with a (5-0) affirmation of the Town Board, the minutes of November 20, 2023, were accepted as presented.

Budget Amendments: No Budget Amendments

Abstract #23-18: On a motion of Councilor Tucker, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board vouchers were authorized from the following funds:

General:	\$ 40,177.80	Highway:	\$ 141,362.30
Street Lgt:	\$ 608.18	Part Town:	\$ 98.66
Water:	\$ 1,761.00	T&A	\$ 4,939.24
Total:	\$ 188,947.18		

Property Revaluation Bid Packet – Onondaga County Real Property Services Presentation: Supervisor Aaron reported the last time the Town had done a townwide reval was 2006. In 2006 the equalization rate fell from 100% to 57%. At that time, we hired Fits Appraisal to complete a townwide reval.

Supervisor Aaron introduced Brenden Lawrence and Peter Lin from the New York State Office of Real Property Tax Services. Mr. Lawrence and Mr. Lin were here to educate the Board and the public on the importance of doing a townwide reval to bring our equalization rate back to 100%.

Mr. Lawrence and Mr. Lin reviewed the following reassessment information. They stated one of the most important things with a revaluation is keeping the public informed. The State of New York enacted a law in 1981 which stated “All real property in each assessing unit shall be assessed at a uniform percentage of value.” This is to make sure everyone is paying their fair share.

Mr. Lawrence reviewed the types of parcels in the Town of Skaneateles. He stated this year the Town of Skaneateles is on track to be down to a 55% equalization rate. He reviewed the rates and sales over the past 5 years showing how the equalization rate had fallen during that time. They reviewed the local real estate market and the sales during the COVID pandemic that were high. Now it is slowing down and becoming steadier.

Councilor Alexander stated this is why the Town Borad chose to wait to do a reval. They wanted to wait for the market to be more stable.

Mr. Lawrence reviewed what a reassessment is. It is a reappraisal of all real property in an assessing unit at 100% of market value. This is what is important to get out to the public to educate the Town. They stated they would be happy to come and give a presentation to the public to help explain the importance of this reassessment. The amount in taxes collected would not be affected, it is just to make it fair across all the parcels in the Town. Mr. Lawrence and Mr. Lin stated some

taxes will go up and some taxes will go down. The pie is the same size, the reassessment will make the pieces of the pie fair and equitable. Your assessment can increase but your taxes may decrease. Then it is assessor's job to keep the assessments as close to 100% as possible.

They stated one of the first steps would be to do a data collection of all parcels in the Town, which the Town has already done. This data should be reviewed prior to the reassessment. And, get all this information out to the public. The Town Board stated mailers and information had already been sent to the public.

Mr. Lawrence stated once the Town decided to move forward with the reassessment, they would sit down with the Town Assessor and the company that would be contracted to do the reassessment, if that is what the Board decided on, and go over what would need to be done to move forward.

Supervisor Aaron asked if they had any recommendations on a company to do the reassessment. They stated all the companies that the state has approved are listed on the NYS Real Property Assessment website.

Supervisor Aaron stated they had reviewed the proposed bid package with the Town Assessor, Mike Maxwell. And were prepared to move forward with a bid opening.

Mr. Lin stated once the Town brings their equalization rate back to 100% with a townwide reassessment the State has a program that will help keep the Town of Skaneateles at 100%. The Towns of Manlius and Onondaga currently participate in this program.

Supervisor Aaron stated the Town of Skaneateles has a lot of high valued lake properties that makes it difficult to assess with the changing market.

Mr. Lin stated the Town of Skaneateles had a reassessment in 2015. He reviewed the types of parcels, agriculture, commercial, residential, and vacant parcels in the Town of Skaneateles.

The Town Board discussed the importance of this reassessment and keeping the public informed through the process.

Councilor Dove asked if the Board of Assessment Review should be involved in this process. Mr. Lin stated the role of the Board of Assessment Review is to review properties on grievance day and it is important that Assessment Review Board have yearly training. Councilor Alexander stated it would be important for the BAR to be a part of the public information sessions.

Mr. Lawrence stated it is important for the Town Assessor to work well with the company that would be hired to do the reassessment. The Town Assessor would need to sign off on the reassessment values.

Councilor Legg stated it would be important for the Board of Assessment to know their role and work with the public and the Assessor. He reviewed the difference in the lake front properties and that would be a good thing for the BAR to understand as well.

Supervisor Aaron thanked Mr. Lawrence and Mr. Lin for their presentation, and they look forward to working with them during this process.

Supervisor Aaron stated the Town Board was in receipt of the proposed bid packet for the Townwide Reassessment. She reviewed the packet.

The Board reviewed the section regarding “lakefront properties” and the section asking for a “collection of data on the Town parcels”. The Board agreed to add “lakefront/lakeview” properties to the section regarding lake front properties and to change the “collection of data” to “review of data collected” since the data collection was already completed.

The Board agreed to schedule the bid open for the Townwide Reassessment on February 7, 2024, at 10:00a.m.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board approved the request for bids for the Town-Wide Reassessment Project, with the changes the Board agreed on and scheduled the bid opening for February 7, 2023, at 10:00 a.m.

Methodist Church Easement: Supervisor Aaron reported she had met with Bob Pohl, representative from the Methodist Church. Mr. Pohl requested that the easement state that no other utilities besides the drainage would be allowed, they adjust the insurance over time and if the property was ever sold the easement would not go with the property. This request to cancel the easement if the property was sold would not be legally possible unless both property owners agreed.

Supervisor Aaron stated the easement was sent back with the changes to the Methodist Church Board and the Town Board is waiting for it to be returned for approval.

Town of Skaneateles Sign Project: Councilor Alexander reported the signs for the Transfer Station, Town Hall, and Austin Park were done and are now ready to be installed. The signs will need to be mounted to a post that would have to be installed professionally.

Councilor Alexander requested approval from the Board to have the new signs installed by Fast Signs for a cost of \$4251.00. The deposit required a 50% deposit.

On a motion of Supervisor Aaron, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board authorized the installation of the new signs by Fast Signs for an

amount of \$4251 and to amend abstract #23-21 in the amount of \$2,125.50 payable to Fast Signs for the installation deposit.

Councilor Alexander stated the next round of signs to manufacture would be the Austin Park Picnic Shelter, restrooms signs for the park, Charlie Major Nature Trail, Skaneateles Falls Field signs, the Conservation areas, and the Highway Department/Outreach/Food Pantry.

Councilor Alexander reviewed the quote of \$36,850 plus shipping, for the next 8 signs. Councilor Alexander stated this is below the \$50,000 yearly budgeted amount. She asked for the Board's authorization to go forward with this next phase of Town of Skaneateles sign project.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the Town Board authorized moving forward with the additional signs, which would include posts and installation, for an amount not to exceed \$50,000.

Schedule Special Town Board Meeting – December 19, 2023, at 5:30p.m.: On a motion of Councilor Dove, seconded by Councilor Alexander scheduled a special Attorney Advice meeting December 19, 2023, at 5:30 p.m.

Announcements/Correspondence/Updates

▪ *Town Departments Hours October - December:* Supervisor Aaron reviewed the following Town Department Hours:

December 15, 2023, All Departments closed at 12:00 noon (Employee Holiday Luncheon)

December 18, 2023, 6:30 p.m. Town Board Meet

December 25, 2023 – Christmas All Departments Closed

▪ *Proposed Shoreline Legislation Public Hearing January 8, 2023, at 7:00 p.m.*

▪ *Town Referendum to Abolish the Tax Collector Position and transfer the duties to the Town Clerf – December 12, 2023 at the Town Hall – 12:00pm – 8:00pm:* Supervisor Aaron stated this special election was taken place since=, tax Collector Lori Milne had been elected to the Town Board and now is 9an opportunity to move the Tax Collector duties to the Town Clerk, This would allow more hours for residents to pay their Obioll and be a cost savings to the tax payers.

▪ *MyLocalSafety App Update:* Councilor Dove updated the Board on the MyLS safety Ap that would be available for residents. This is an ap for safety information that the Town, Village and Fire Department are working together to offer to all our residents.

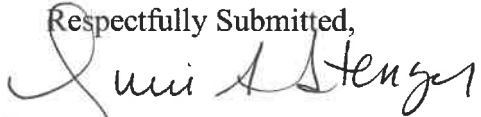
Public Comment: Ed Evans encouraged the Town Board and the Village Board, of which he is a Village Trustee, to communicate together to the residents during the reassessment process.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned to attorney advice at 8:00 p.m.

On a motion of Councilor Legg, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board the meeting returned to open session at 9:25 p.m.

On a motion of Councilor Dove, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned at 9:25 p.m.

Respectfully Submitted,


Julie A. Stenger
Town Clerk

Permit Monthly Report

11/01/2023 - 11/30/2023

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
November 2023						
23-139	11/09/2023	SRQSKAN LLC	Alteration	1009 The Lane SBL#: 050.-01-27.0	\$25,000.00	\$164.00
Description of Work:						
Convert existing 11x11 basement storage room into bathroom. Move washer dryer & laundry sink next to new bathroom from hallway area.						
23-140	11/09/2023	Skan Ellus Real Estate Holdings LLC	Renovation	1659 & 1661 E Genesee St (Skan Ellus & Clear Lakes Animal Wellness) SBL#: 032.-03-16.0	\$200,000.00	\$1,214.00
Description of Work:						
Upgrade windows and interior for Skan Ellus Restaurant (1659 E Genesee St) Create ADA Compliant Restroom. Open up dining area with fixed seating to accomodate 60 persons. Upgrade Egress to code compliance including ramp to East front door. Repave Parking lot.						
23-141	11/14/2023	Trillium Homes Inc	Single Family Home	4901 Foster Rd SBL#: 020.-01-01.2	\$280,000.00	\$3,034.00
Description of Work:						
Construct new 2301sqft 4 bedroom, 3 bath, 2 story single family residence on full CMU Foundation with attached 2 car garage. Will have 18x 7'-6" rear porch & 14x6 front porch.						
23-142	11/15/2023	ALABAR LLC	Renovation	(4491 Lauder Lane) SBL#: 018.-02-29.2	\$100,000.00	\$640.00
Description of Work:						
Complete construction of interior of dwelling unit #4491.						
23-143	11/15/2023	ALABAR LLC	Renovation	(4493 Lauder Lane) SBL#: 018.-02-29.2	\$100,000.00	\$640.00
Description of Work:						
Complete construction of interior of dwelling unit #4493.						
23-144	11/15/2023	ALABAR LLC	Renovation	(4495 Lauder Lane) SBL#: 018.-02-29.2	\$100,000.00	\$640.00
Description of Work:						
Complete construction of interior of dwelling unit #4495.						
23-145	11/15/2023	ALABAR LLC	Renovation	(4497 Lauder Lane) SBL#: 018.-02-29.2	\$100,000.00	\$640.00
Description of Work:						
Complete construction of interior of dwelling unit #4497.						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
23-147	11/17/2023	Daniel Leubner	Addition	2608 Rickard Rd SBL#: 036.-01-06.1	\$30,000.00	\$410.00
Description of Work:						
	Construct 10x15 single story addition to existing kitchen on CMU Basement.					
	Construct 10 x 26 covered porch next to it.					
23-148	11/17/2023	Katherine Nutting	Miscellaneous	2386 Wave Way SBL#: 056.-02-32.0	\$18,700.00	\$68.00
Description of Work:						
	Supply and install Rheem 2 Stage gas furnace and 2 ton single stage air conditioner in attic space. Install duct work for top floor and run duct down walls to provide heat and AC for 1st floor. Venting, Gas Line condensate and control wiring with Thermostat. Remove old furnace and duct in basement.					
23-149	11/22/2023	Christine Graceffo	Repair existing structure	3754 Fisher Rd SBL#: 033.-03-04.0	\$5,000.00	\$44.00
Description of Work:						
	Repair Existing 20x20 deck by adding posts and required beams					
23-150	11/29/2023	Thomas Parkes	Renovation	2809 E Lake Rd SBL#: 038.-01-17.0	\$120,000.00	\$734.00
Description of Work:						
	Convert Basement living room into bar area and rework lighting, cabinets and trim.					
					November 2023 Total:	\$8,228.00
					Reporting Period Total:	\$8,228.00

Completion Issued Report

11/01/2023 - 11/30/2023

Contact Type: Applicant

Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
22-021	029.-03-05.0	Certificate of Occupancy	22-021	John Dudden	1233 Jewett Rd	11/02/2023
					Addition # of CC/CO :Issued : <u>1</u>	
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
22-083	051.-01-13.2	Certificate of Compliance	22-083	Vincent Lobdell	2795 County Line Rd	11/17/2023
					Fence # of CC/CO :Issued : <u>1</u>	
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
22-099	029.-01-02.2	Certificate of Occupancy	22-099	None	Laker Transportation 1130 Mottville Rd	11/07/2023
					Nonresidential Bldg # of CC/CO :Issued : <u>1</u>	
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
22-122	050.-01-33.0	Certificate of Compliance	22-122	Robert J Congel rev trust 2/27/07	3144 W Lake Rd	11/01/2023
					Add impermeable surface # of CC/CO :Issued : <u>1</u>	
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
22-136	052.-01-15.1	Certificate of Compliance	22-136	Edward Brennan	3024 W Lake Rd	11/17/2023
					Shoreline Structure # of CC/CO :Issued : <u>1</u>	
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
22-152	055.-01-03.3	Certificate of Compliance	22-152	None	2621 Benson Rd	11/21/2023
					Detached Garage/Pole barn # of CC/CO :Issued : <u>1</u>	
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
23-022	045.-02-57.0	Certificate of Compliance	23-022	Jack Converse	1007 Butters Farm Ln	11/15/2023
					In-Ground Pool # of CC/CO :Issued : <u>1</u>	
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
23-080	042.-01-08.1	Certificate of Compliance	23-080	Self Storage Rte 321 LLC	1382 Cherry Val Tpk	11/06/2023
					Sign # of CC/CO :Issued : <u>1</u>	
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
23-096	043.-04-10.0	Certificate of Occupancy	23-096	MWB Family 1 LLC	1342 New Seneca Tpke	11/17/2023
23-098	043.-04-09.0	Certificate of Occupancy	23-098	MWB Family 1 LLC	Skan Works 1326 New Seneca Tpke	11/17/2023

Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date	Renovation # of CC/CO :Issued :
23-133	053.-01-25.0	Certificate of Compliance	23-133	David Labourdette	1128 Wagon Wheel Dr	11/06/2023	2
					Miscellaneous		1
							Grand Total: 11

Town of Skaneateles

Inspections Report

Start Date: 11/01/2023 End Date: 12/01/2023

Inspectors: < All >

Identifier	Address	Primary Contact	Date	Type	Inspector	Result
029.-01-02.2	1130 Mottville Rd (Laker Transportation)	Laker Transportation Project Inc 315-685-3908	11/07/2023	Assembly Occupancy Inspection	Robert Herrmann	Passed
043.-04-09.0	1326 New Seneca Tpke (Skan Works)	MWB Family 1 LLC 315-867-7999	11/14/2023	Business Occupancy Inspection	Robert Herrmann	Passed with Conditions
Total Inspections:					2	