

Town Board Meeting
February 6, 2017
6:00 p.m.

Present: Supervisor Lanning, Councilor Brace, Councilor Howard, Councilor Badami, Councilor Coville, Attorney Smith.

Also Present: Jonathan Monfiletto (WOC Journal), Jason Gabak (Skaneateles Press), Anne Redmond, Rob Howard, Julie Stenger, Gene Laforte, Bridgett Winkelman, Sue Murphy, Joe Gaidis, Jeremy Kimball, April Ward, Francis Ward, Gail Van du Linde, Nancy Murray, Beth Battle.

Department Reports

Parks: Sue Murphy reported that she sent out request for proposals to replace a mower, to purchase an electric Gator and to purchase new front doors at Austin Pavilion. She will present the bids to the Board when they receive them. She and Councilor Brace, and Gene Laforte met with Janice Miller, architect regarding the design of the Sims building. Ms. Miller will be attending the March 6th meeting with new updates. There was a meeting with the farmers' market vendors this week and another one is scheduled for February 16th. She will be discussing with the Garden Club the plan for planting trees this spring for the second phase of replacing the crab apple trees that were removed. Sue also helped at the Town Clerk's office during the absence of Janet Aaron and Julie Stenger.

Codes, Planning & Zoning: Councilor Badami reported that there are six open projects with the Planning Board and one with the Zoning Board. The Codes Office issued two permits in January.

Budget: Bridgett Winkelman said she billed Water District #3, and submitted the third payroll of the year. Next week, auditors from Cuddy and Ward will be reviewing the Town's accounts. The benchmark has been completed for the Climate Smart Community and will be uploaded to the Town's website. Supervisor Lanning expressed thanks to Bridgett for all the work she did on this application and said that he hopes the Town will be one of the first four to complete the benchmark requirements in order to obtain a \$100,000 grant.

Resolution #17-025

Minutes: On a motion of Councilor Howard, seconded by Councilor Badami and with unanimous (5-0) affirmation of the Town Board, the minutes of January 23, 2017 were accepted as presented. The Town Board expressed thanks to Michele Norstad for doing a great job manning the Town Clerk's Office during the absence of Janet Aaron and Julie Stenger. Supervisor Lanning said it speaks to the quality of the Town Clerk's staff.

No Public Comment.

Tree City USA: Mary Kramarchyk, Urban Forestry Program Manager, Division of Lands & Forest with NYSDEC and Matt Swasey, Forester with the NYSDEC Regional Office in Cortland said they were here to explain the program. Ms. Kramarchyk said that Tree City USA is a program sponsored by The National Arbor Day Foundation in cooperation with the USDA

Forest Service and the state forestry agencies. It provides direction, technical assistance, public attention, and national recognition for urban and community forestry programs in thousands of towns and cities. The Town has already fulfilled one of the four requirements by establishing a Tree Committee. The other three requirements require establishing a Tree Care Ordinance; A Community Forestry Program with an Annual Budget of at Least \$2 Per Capita; and an Arbor Day Observance and Proclamation.

Matt Swasey said that he would be helping the Town's Tree Board establish the last three requirements. He would provide assistance to meet the amount per capita (approximately \$15,000 per year) or account for it by volunteer hours, i.e., Conservation Committee member volunteer hours and use of town equipment. He would also help the Town development a management plan. If the Town decides to apply for a tree planting grant in the future, they would offer advice on what species to consider.

Mary Kramarchyk said this program is their pride and joy with 115 Tree City communities throughout the state. There is a recognition ceremony where the State Forester comes to present award materials. Once the Town is designated as a Tree City, there will be additional grant opportunities. Matt said there are also grants that can be applied for even before the designation, such as a grant to help with the tree inventory and development of a management plan. Mary said that the networking is also very important to learn what works and doesn't work with other communities.

Mary said she also coordinates a program called "Re-Leaf". In every region of the State volunteers attend these monthly meetings. It provides networking, training and educational sessions and tours. "Relief" normally puts on one or two workshops a year to train Parks or DPW staff on proper tree planting or volunteers can be trained on proper tree pruning, etc.

The Town Board thanked both Mary and Matt for attending the meeting and said they were looking forward to meeting the goals to be designated as a Tree City USA.

Resolution #17-026

Transfer Station Reserve Fund Transfer: On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Board, a transfer of not to exceed \$2,000 from the Transfer Station Capital Improvement Reserve Fund to replace a damaged overhead door on the recycling building was authorized, subject to the permissive referendum requirements of Town Law and General Municipal Law.

Resolution #17-027

Reschedule Bid Opening – Standing Timber Sale: On a motion of Councilor Badami, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Board, to reschedule the Standing Timber Sale bid opening to 10 a.m. February 24, 2017 in order to give bidders more time to visit the site.

Resolution #17-028

Lake Lawn – West Lake Sewer District: Attorney Smith explained that there are two ways a sewer district can be created. One is a petition submitted by over 50% of the property owners

with over 50% of the assessed value. If established, the property owners would pay 100% of the cost of the district. The second way is for the Town Board to initiate the forming of the district. In this case, the four property owners petitioned the Town Board to form West Lake Sewer District No. I. The district will be paid for by the property owners. He said the Town Board has in their packet two documents. The first is the proposed resolution if the Town Board agrees to go forward. The resolution does not commit the Town Board to approve or not approve the sewer district. The resolution can't be considered until the Town Board goes through the EAF. The resolution would set the public hearing to consider the sewer district.

Supervisor Lanning outlined the history of this sewer line. In the 1950's the sewer line was extended to the Skaneateles Country Club in an informal agreement. The system is now aging and the terra cotta pipes are deteriorating. Replacing these aging pipes will protect the lake and the watershed. Lakelawn Properties LLC has agreed to pay the entire cost of the project which includes the Country Club and three properties north of the Club.

Attorney Smith said he talked to Attorney Langey, attorney to the applicants who said they sent cameras through the aging pipes and they are in very bad shape. Replacing these pipes will have great environmental benefits. He said that there are several areas in the town where informal agreements have been made over the years and it is important to formalize special districts in order to maintain the system and levy fees on the users.

Attorney Smith said that the next step is to complete the EAF. Attorney Langey, attorney for the applicants completed Part I of the EAF. Attorney Smith asked the following questions to the Town Board on Part II of the EAF:

1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations? **No 5-0**
2. Will the proposed action result in a change in the use or intensity of use of land? **No 5-0**
3. Will the proposed action impair the character or quality of the existing community? **No 5-0**
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)? **No 5-0**
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway? **No 5-0**
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities? **No 5-0**
7. Will the proposed action impact existing:
 - a. public / private water supplies? **No 5-0**
 - b. public / private wastewater treatment utilities? **No 5-0**
8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources? **No 5-0** *The Board discussed that this area was hunting grounds for the Onondaga Nation Indians. Attorney Smith said that the Town Board has the*

authority to require the applicant to provide an archeological survey but also noted that NYS would not allow digging in an archeological area.

9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)? **No 5-0** *The Town Board discussed concern over impacts on mature trees. Supervisor Lanning noted that this was replacing an existing line and not digging in new areas. Attorney Smith said that the trees and bushes have been identified on the survey. Less than ¼ acre will be disturbed.*

10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems? **No 5-0**

11. Will the proposed action create a hazard to environmental resources or human health? **No 5-0**

On a motion of Councilor Brace, seconded by Councilor Badami and with unanimous (5-0) affirmation of the Board it was determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts and therefore a Negative Declaration was issued.

Resolution #17-029

On a motion of Councilor Badami, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, **IT IS RESOLVED AND DETERMINED**, that the establishment of the said District and construction of improvements therein will have no significant adverse affects on the environment, and this Resolution shall constitute a negative declaration under SEQR for the following reasons:

1. The improvements shall consist of the installation of approximately 1,360+ l.f. of 4" piping and 850 l.f. of replacement sewer main, all to be connected to an existing sewer collection line and as described in the Map, Plan and Report submitted by the applicants. The improvements are not anticipated to be in conjunction with any new development other than the four (4) parcels included in the proposed District.
2. Such installation results in no substantial adverse changes in existing air quality, water quality or noise levels, no substantial increase in solid waste production and no substantial increase in the potential for erosion, flooding or sewer problems. In fact, the proposed improvements will serve as a significant upgrade to the currently deteriorating existing sewer system located in the area and will provide a means for future upgrades to be funded by the District property owners.
3. The improvements themselves are designed to transmit sewer effluent into the proposed sewer facilities in a safe and efficient manner.
4. No substantial interference with or adverse affects on animal life are anticipated.

5. None of the other criteria listed in 6 NYCRR Part 617.11 have been identified as being relevant to this action; and it is further

RESOLVED AND DETERMINED, that a hearing of the Town Board of said Town of Skaneateles shall be held at the Town Hall located at 24 Jordan Street, Skaneateles, New York on the 6th day of March, 2017, at 6:30 p.m., or as soon thereafter as the matter can be heard, to consider the establishment of the proposed District herein referred to and the construction of such sewer improvements therein, and to hear all persons interested in the subject thereof, concerning the same and for such other action on the part of the Town Board with relation thereto as may be required by law; and it is further

RESOLVED AND DETERMINED, that certified copies of this Order shall be duly published and posted as required by law.

Resolution #17-030

Official Undertaking: On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Board, the form of the Official Undertaking under NYS Town Law and Public Officers Law that requires certain officials of the Town to execute an Official Undertaking was accepted.

Resolution #17-031

Authorize Request for Proposals – Town Hall Cleaning Services: On a motion of Councilor Badami, seconded by Councilor Coville and with unanimous (5-0) affirmation of the Board, Clerk Aaron was authorized to seek proposals for cleaning the Town Hall.

Lakeshore Baseball Batting Cage Request: Supervisor Lanning questioned if the Village should be notified or does the Town have authority under our lease agreement. Attorney Smith said he would reach out and discuss this with the Village attorney, but he believes that the Town has the authority to make the decision.

Supervisor Lanning said that the batting cage would be purchased by Lakeshore Baseball and could be used by the public when not in use by their organization. Joe Gaidis said that they would like to start installing it the first week of April and asked when it is delivered if they could have temporary storage at Austin Pavilion. Gene Laforte said yes and to coordinate with Sue Murphy.

Attorney Smith presented a one-year license agreement for the Town Board to consider.

The Town Board agreed that they were in favor of adding the batting cage to Austin Park but requested time to review the license agreement and to give Lakeshore Baseball time to review it as well. The decision on the agreement was tabled to the February 23, 2017 meeting.

Eastern Gateway Discussion: Supervisor Lanning said at the last meeting the Eastern Gateway Committee recommended approving Randall Arendt's proposal. He has tried to contact Mr. Arendt several times to discuss his proposal but has not been able to reach him. Part of his proposal includes an interactive workshop that hopefully would be attended by many residents, officials and property owners in that area from which recommendations would be given that would include improving existing zoning, landscaping and possibly relocating or

undergrounding power lines. Councilor Howard stated that Mr. Arendt would not be available until March.

Jeremy Kimball, April & Francis Ward, owners of Skaneateles Storage LLC stated that they came to the meeting to find out what was going on with the Eastern Gateway especially since they recently purchased the property at 1351 Cherry Valley Turnpike and have made extensive improvements.

Councilor Brace said she was the liaison to this Committee and would look into putting their February 6th presentation on the Town website. The Committee is reviewing the area from Skan-Ellus to the Village line. Randall Arendt is world renowned and known for his rural integrity.

Supervisor Lanning said that they were looking at utilities being on only one side, piping the large ditches, bike and walking paths/sidewalks. He said the Town is looking for a lot of public input.

Councilor Brace said that if Randall Arendt's proposal is approved he would conduct collaborative, interactive workshops where he would "illustrate ways that other communities similar to Skaneateles have successfully dealt with the challenge of gradually remaking their gateway corridor entrances, in terms of roadside development". She said the goal is to spur discussion and they hope for maximum input from the neighbors in that area and residents of the community. There is no time schedule.

Supervisor Lanning said that Mr. Arendt's proposal is for \$7500 plus travel and other items and he is concerned about handpicking Mr. Arendt. He would like to see services that can be added that would benefit the local residents' not just tourism.

Councilor Howard said there is nothing wrong with going out for proposals. Councilor Brace said that the Town is not required to do RFP's for professional services as long as the Town can show that they have the best value based on his large degree of experience.

Anne Redmond, Planning Board member said that it is hard to find his caliber of professional service for that amount of money.

The Town Board agreed to table their decision until Supervisor Lanning has an opportunity to discuss the proposal with Mr. Arendt.

Resolution #17-032

National Grid – Street Lighting Asset Sales Inquiry: Supervisor Lanning said that this is a Non-Disclosure agreement with National Grid as the Town moves forward to determine whether to purchase or lease the street light hardware from National Grid.

On a motion of Councilor Badami, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, Supervisor Lanning was authorized to sign the Non-Disclosure Agreement with National Grid in order to obtain the cost analysis of the street lights in the Town.

Resolution #17-033

Compressed Gas Vehicle Refueling Appliance proposal: Supervisor Lanning said that this is one of the initiatives that the Town must meet in order to be named a Climate Smart Community. If the Town is one of the first 4 communities to reach all the goals then we would receive a \$100,000 grant. The Town requested proposals for a compressed natural gas vehicle refueling appliance. Only one bid was received from Beavers Petroleum Equipment Company out of Horseheads, NY in the amount of \$8,050.

Attorney Smith said that sometimes there are only one or two relevant bids. The Town's procurement policy encourages that the municipality obtain at least three bids but if a reasonable and good faith attempt has been made to obtain those bids and the Board believes this is a fair and reasonable proposal then he believes that the Town is within their right to award the bid.

Supervisor Lanning said that he needs to confirm with the School District that they are acceptable to adding this appliance on their property at the Transportation Center. The Town is converting one of our pick-up trucks to natural gas. He understands that the equivalent cost per gallon of regular gas would be \$.38 per gallon in natural gas cost

Councilor Brace questioned if this is an estimate or fixed cost. Attorney Smith said it is a fixed cost but added that there is an exception where the cost could increase if there are abnormal soil conditions such as rock, water, contaminated soil, or quicksand. Supervisor Lanning said he doubts this would be a concern as it will be placed on existing blacktop.

Councilor Badami questioned how it would be funded. Bridgett Winkelman said this would come out of the unappropriated or contingency fund.

On a motion of Councilor Brace, seconded by Councilor Badami and with unanimous (5-0) affirmation of the Board, the bid in the amount of \$8,050 from Beavers Petroleum Equipment Company was accepted for the natural gas vehicle refueling appliance.

Announcements/Correspondence/Updates

- *Update on Transfer of Austin Park to the Town – No Update*
- *Update on Time Warner Cable Negotiations - No Update*
- *Update on the Comprehensive Plan – No Update*
- *Hamlet Meetings: 7 p.m. Feb 8th at Mottville Fire Department*
7 p.m. March 8th at Skaneateles Falls American Legion
7 p.m. May 3rd at Ken & Joan Scott's barn Shepard Settlement

Budget Amendments/Adjustments: No Budget Amendments.

Resolution #17-032

Abstract #17-03: On a motion of Councilor Coville, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board voucher #17-0089 to #17-0136 from the following funds:

General Fund:	\$115,999.55	Part Town:	\$546.00
Highway:	\$ 599.97	Highway P/T:	\$290.75
Lighting:	\$ 733.88	Water:	\$243.38
T & A:	\$ 5,823.63		

Total: \$124,237.16

Public Comment: Beth Batlle presented her monthly historical moment report on “Work on the new Dam & Water Line” when 2/3’s of Genesee Street Bridge was removed. (See full report attached).

Meeting adjourned at 7:17 p.m.

Respectfully submitted,

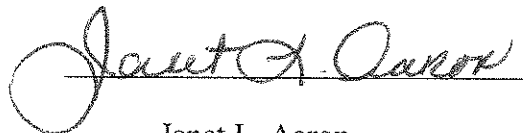


Janet L. Aaron
Town Clerk

AFFIDAVIT OF POSTING

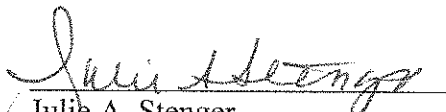
STATE OF NEW YORK)
COUNTY OF ONONDAGA) ss.:
TOWN OF SKANEATELES)

JANET L. AARON, being duly sworn, deposes and says that she resides at 840 Franklin Street, Skaneateles, New York and that on February 7, 2017 she posted on the sign board, maintained by the Town Clerk of the Town of Skaneateles at the Town Office Building, 24 Jordan Street, Skaneateles, New York, a notice of transfer from the Transfer Station Capital Improvement Reserve Fund, subject to the permissive referendum requirements of Town Law.



Janet L. Aaron
Town Clerk
Town of Skaneateles

Subscribed and Sworn to before
me this 7th day of February 2017.



Julie A. Stenger
Notary Public

JULIE A. STENGER
Notary Public, State of New York
No. 01ST5073025
Qualified in Onondaga County
Commission Expires February 10, 2019

TOWN OF SKANEATELES
PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that on February 6, 2017, the Town Board of the Town of Skaneateles authorized the transfer of not to exceed \$2,000 from the Transfer Station Capital Improvement Reserve Fund to replace a damaged overhead door on the recycling building, subject to the permissive referendum requirements of Town Law and General Municipal Law.

Dated: February 7, 2017

Janet L. Aaron
Town Clerk