

**Town Board Meeting**  
**March 19, 2018**  
**6:30 p.m.**

**Present:** Supervisor Aaron, Councilor Badami, Councilor Coville, Councilor Tucker, Councilor McCormack, Attorney Smith.

**Also Present:** Joe Calipari, Joe Gaidis, Sue Murphy, Gene LaForte, Bridgett Winkelman, Allan Wellington, Martin Dillon, Jason Gabak.

**Department Reports**

**Highway, Water, Transfer Station:** Allan Wellington reported the Highway crew had been plowing and repairing trucks. He reported the plows have been out 24 times since the last meeting and a total of 152 times for the season. They patched potholes and installed street signs. They had ordered a new dump body and sander for a 2006 plow truck. He said this dump body will be installed by the Highway employees. This was approved in the 2018 budget. For the Water Department he reported they had noticed high pressure readings in district #1. They checked the pressure reducing valves and discovered a pilot valve malfunctioned on Jordan Road and the Water Department repaired it. At the Transfer Station the contract was signed by Skaneateles Scapes to process the log pile. Supervisor Aaron asked about the Transfer Station closing time for Good Friday. Superintendent Wellington stated the Transfer Station will be closing at 10:30p.m. on Friday March 30<sup>th</sup> for Good Friday.

**Parks Department:** Sue Murphy reported she had been working on the Beach Safety Plan for the waterfront and will have this ready for the Board to approve at the next meeting. She stated they are working on Playday, getting ready for the spring rush and the ball mix for the fields had been delivered.

Supervisor Aaron said she had spoken with Jack Haggerty, a member of the American Legion. He said he was going to do a fly over with a Black Hawk helicopter on Memorial Day that is being sponsored by the American Legion. He asked if the helicopter could be landed at the park after the fly over for people to see. Sue Murphy said that would be fine, but not to land it on the north side of the ballfields on Jordan Road, it is very wet there. Janet said he was requesting to land it between the baseball fields on Jordan Street. Supervisor Aaron said she would have Mr. Haggerty coordinate with Sue on the time and location.

Attorney Smith asked who would be responsible to set up barricades for safety. Supervisor Aaron stated Jack Haggerty said they are checking on all the FAA regulations. Attorney Smith stated there should be an insurance waiver and who be the responsible party. Janet said the American Legion would be the responsible party. Brody stated he would check with the American Legion and Jack Haggerty.

**Budget:** Budget Officer Bridgett Winkelman reported that she had completed working with auditors on the 2017 audit, she had begun training Kim Benda the new bookkeeper to the Supervisor and had set up the online NYS Retirement program.

*Resolution #18-67*

**Minutes of March 5, 2018:** On a motion of Councilor Coville, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the minutes of March 5, 2018 were accepted.

**Public Comment:** No one spoke

*Resolution #18-68*

**CNY Peacemaker Trail Presentation:** Supervisor Aaron introduced Jeanie Gleisner from the Central New York Regional Planning and Development Board. Ms. Gleisner stated to the Board that the CNYRPDB is reaching out to the Town of Skaneateles because their office currently has a grant for 50 percent funding that can be applied to planning and design as related to the implementation of the "Peacemaker Trail". The Peacemaker Trail is a network of bike touring corridors that link heritage and natural resources in all 5 Central New York Counties, which is planned to run through the Town of Skaneateles linking Jordan, Baldwinsville, Homer and Auburn. She explained that this grant does require a 50 percent match from the Town if they choose to participate. The 50 percent would only apply to the portion the Town is interested in seeking financing. It could be a small or large part of the trail. In-kind services are not available for this grant. There would be no grant paperwork, since the CNYRPD would take care of that. They will also be working with the road owners; NYS DOT, Onondaga County and each Town Highway Departments, so there is a clear understanding of what would be possible when it's ready for implementation.

Ms. Gleisner reviewed the advantages of bicycle tourism and the positive impact it has on small communities. The bicyclist would visit local stores and restaurants and be an economic boost to the community. She reviewed the 29 CNY Peacemaker Trail Touring Corridor Sections thru Cayuga County, Oswego County, Onondaga County, Madison County and Cortland County and the local heritage landmarks the trail is hoping to connect. She pointed out Thayer Park in Skaneateles is one of the resources on the map.

She reviewed the suitable roadways on the map using Lee Mulroy Road as an example to connect Marcellus and Skaneateles. This would connect to the Skaneateles Eastern Gateway Project and could help with funding and other grant opportunities. She reviewed the route from Baldwinsville to Skaneateles and Heifer Street in Skaneateles to Owasco.

Ms. Gleisner reviewed some of the projects that are eligible for funding such as bike lines, signage, road markings, anything related to outdoor recreation linkages. Supervisor Aaron said the Village of Skaneateles is busy during the summer months and biking through the Village would be difficult. Ms. Gleisner said that's what the signage and markings will help with.

Supervisor Aaron asked how many communities have signed up to be a part. Ms. Gleisner answered she is working with the Towns of Richland, Hamilton and Sterling but no one has committed yet. This is just getting off the ground. There is about \$300,000 available currently for the planning.

Supervisor Aaron said the Town would be responsible for the 50 percent funding on the part of the plan they choose to support. Ms. Gleisner said yes, the section can be any size you want, there is a lot of flexibility.

Councilor Tucker stated there are a lot of bicyclist that ride in Skaneateles now. Some of the loops on the map are long for some bicyclists.

Councilor Badami asked if the Town is responsible for the 50 percent funding of the implementation of the trail or just the planning stage, which this grant is for. Ms. Gleisner stated if it comes from the same funding program then yes, the Town would be responsible for the 50 percent. She stated there will be a lot of roadway painting and signage which is not very expensive to implement.

Supervisor Aaron asked what the time schedule is. Ms. Gleisner said there is no time frame. The funds are awarded on a first come first serve basis. There is \$200,000 to \$300,000 available. Supervisor Aaron asked if the Town chooses to support part of the trail project they would be able to give an estimate of the cost before the Town commits. Mr. Gleisner said yes, CNYRPD will figure all costs for the planning and implementation of the project.

Councilor Badami suggested she make this presentation to the Village. Ms. Gleisner said she would contact the Village.

Councilor Badami asked about the different roads, since some of the roads are controlled by the County, State and Towns. Ms. Gleisner said they are planning on involving all the road owners for the planning and implementation phases.

Supervisor Aaron thanked Ms. Gleisner for her presentation and the Board would be looking into this further.

*Resolution #18-69*

**Lakeshore Baseball – Banner Request:** Supervisor Aaron reviewed the request from Lakeshore Baseball to hang 96' x 48' advertising banners on the backstops during the Lakeshore baseball season. She stated the banners would need Village approval since Austin Park is within the Village. She stated she would be in favor of hanging these banners during the games and then taken down when the games were finished. She stated they were large and didn't want to keep them up when others were using the park. Councilor Tucker said he didn't want to set a precedent for other organizations.

Gene LaForte, from the Town's Parks Department stated as a resident he is against advertising in the park. People who come to the park don't want to see advertising. It doesn't fit in. He also stated he would agree that it could be up during games, but it needs to be taken down after. Other volunteers have said they would take care of equipment and don't. The Town shouldn't be responsible for removing the signs.

Councilor McCormack asked if there are sponsors on the uniforms. Joe Gaidis, Lakeshore Baseball, stated yes. He stated the banners would raise additional funds for the organization. Their costs are increasing, and concessions aren't currently an option. There would be 3 banners, one for each of the backstops.

Supervisor Aaron said the Park has a lot of users but would be willing to support a one-year trial period displaying the banners only during games and removed by Lakeshore Baseball after the games.

Councilor Badami agreed that this would set a precedent and the Park has a lot of users. This is a benefit to the community, but the Board needs to balance all the uses. He is in agreement with Supervisor Aaron on allowing the banners to be displayed during the games and removed after for a temporary one-year period. Councilor Coville also agreed with this.

Supervisor Aaron stated this would be the type of request that would could be reviewed by the Austin Park Committee that the Board plans to form now that the Town is in the process of ownership of the Park.

Councilor McCormack said Lakeshore Baseball needs to talk to the Village about any permits that will be needed.

Supervisor Aaron stated Lakeshore Baseball and all our sports programs are a benefit to the community and appreciates all the volunteers.

On a motion of Supervisor Aaron, seconded by Councilor Coville and with unanimous (5-0) affirmation of the Town Board, the Board approved Lakeshore Baseball's request to display 3 48' x 96' advertising banners on the backstops at Austin Park, with the necessary permit approval from the Village of Skaneateles and to be displayed only during Lakeshore Baseball games and to be removed immediately afterword, for a trial period of one year.

*Resolution #18-70*

**Farmers Market Rules and Application:** Sue Murphy presented the 2018 Farmers Market rules and application. She said the Thursday market will begin May 21<sup>st</sup> and continue thru November 15<sup>th</sup> . The Saturday market will begin May 19<sup>th</sup> and continue thru October 13<sup>th</sup>. She stated there are some changes this year. The Thursday market will no longer be in the Village bays after October, it will stay at the Austin Pavilion. Also, there are additional rules for vendors who offer CSA (Community Supported Agriculture) programs. Any CSAs need to be approved by her prior to the Market.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board the updated Application/Agreement for the 2018 Farmers Market was approved.

*Resolution #18-71*

**Summer – Seasonal Park Employees:** Parks Director Sue Murphy reviewed with the Board the list of Seasonal Employees she recommended for the 2018 summer season.

On a motion of Councilor Coville, seconded by Councilor Badami and with unanimous (5-0) affirmation of the Town Board, the following seasonal employees were authorized to be hired:

**Lifeguards**

\*Dristle, Mary Elizabeth

\*Danaher, Ryan

**Playday Head Councilors**

\*Matthew Murphy

\*Rebecca Rottger

\*Capozza, Joseph-sub

\*Capozza, Gabriella

**Councilors**

\*Dristle, Theresa

\*Feeney, Rachel

\*Danaher, Kevin

\*Grasso, Mia

\*Condon, Natalie

\*Iles, Brady

\*Biver, Melissa

Moore, Jenna

**\*Returning Employees**

*Resolution #18-72*

**Boat Washing Station - Utility Building and SEQR:** Supervisor Aaron reported to the Board Gene LaForte had gotten quotes for a second building at the Mandana Parking Lot for the 600lb pressure washer and a 525-gallon water tank. The first building is going to be used for the attendants. She stated they had gotten three quotes. The same quotes as for the first building. The quotes were from Tyson Farms in Marcellus, Byrne Shed in Auburn and Kennedy Hardwoods in Preble. The Tyson quote was for \$2,865, Byrne Sheds was the same with an additional \$675.00 for the garage style door totaling \$3,540 and Kennedy Hardwoods was \$5,220.

Supervisor Aaron said the difference in the quotes was the material and service Kennedy Hardwoods provided was a higher quality than the others.

Gene LaForte explained they wanted the building to be built to their specifications. Kennedy Hardwoods is going to do that. The others are prefabricated and not able to build to our specifications. This building includes the deck to move the washer inside and outside easily for the attendant since it is recommended the washer not be started inside the building. It includes 4"x4" floor joist supported by ¾ inch plywood flooring and galvanized nails used throughout (not staples). The equipment housed in this shed will be heavy and needs the reinforced materials. Kennedy Hardwoods will also place and level the new building and move the existing building at no extra charge. The other companies do not offer all these extras, therefore there is a difference in price.

Supervisor Aaron stated the Town's procurement policy requires 3 quotes. She stated the other two quotes are for basically the same building. These other two buildings are prefabricated. Gene LaForte stated you cannot talk to the people building these buildings like at Kennedy Hardwoods. They would like to have communication with the builder since this a specialty building not like the cookie cutter options Byrne and Tyson sell. Supervisor Aaron asked if they had inquired any where else such as T & K Lumber in Elbridge. Gene stated that T & K does not build these anymore and they recommended Kennedy Hardwoods.

Supervisor Aaron asked Attorney Smith if these quotes met our procurement policy. Budget Officer Winkelman stated we need an RFP (Request for Proposals) and 3 quotes according to our procurement policy. Budget Officer Winkelman stated she did not think these counted as three like quotes since Tyson and Byrne were so much different, she thought it could only be used as one and they should get one more that could be built with the RFP. Attorney Smith said if there

are not three providers in the area for the same product the Board could make that exception. He did not know if that was accurate in this case, but it could be if the Board determines that a good faith effort was made to get quotes for the building.

Supervisor Aaron asked Gene LaForte if there are other builders in the area that could give a quote according to the specs like Kennedy Hardwoods. Gene said he didn't know anyone close to the Town, maybe north. But, he said they would like a building close by that they could keep in contact with during the build. Kennedy Hardwoods will build to their specs, build it and hold it till they are ready. Sue Murphy asked how long we have to get the building on the site. She was under the impression the Board wanted it on the site by April or May. There is a lot of work to do still and this company will work with their time frame. These are the same specifications and the same process they went through when the first building was installed at the site and the previous Supervisor and Board were fine with it. They were the same type of quotes for the same type of building and the building Kennedy Hardwoods built was approved by the Board at that time. Supervisor Aaron asked how long does it take for them to build it? Gene LaForte said they can building right away and hold it till we are ready for it at the site. This is not the only component; there is drainage, parking, and we still need to get electricity on site and there is a short window once the weather breaks.

Councilor Tucker asked if the garage door is a standard size. The door quoted is 6'9". If there is a building with a standard size door it would reduce the price. Standard size doors are usually 8 feet. Sue stated these are the doors Kennedy Hardwoods have in stock.

Gene LaForte said you get what you pay for and we also want it to be attractive on the site. Kennedy Hardwoods built the first building on the site and know what we need for the equipment that will be housed there.

Attorney Smith stated the Board could move forward if they felt a good faith effort was put forth and this is the best quote for the specifications provided from a company in the specified location or they could send it out and re bid, it was the pleasure of the Board.

Supervisor Aaron said she believed they had done their due diligence, and we know Kennedy Hardwoods builds a good product.

On a motion of Supervisor Aaron, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board they agreed to purchase a 10'x10' shed built to the specifications in the request for proposals from Kennedy Hardwoods at a cost of \$5,220.

*Resolution #18-73*

**SEQR:** Supervisor Aaron explained to the Board that the Town would like to add a circular drive at the Mandana Parking lot site, 1411 Lacy Road, to allow for easier entering and exiting of cars and trailers. She stated that this would require approval from the New York State DOT and one of their requirements is the Town Complete the Short Environmental Assessment Form.

Attorney Smith reviewed Part I and Part II of the Short Environmental Assessment Form with the Board. The Board determined the proposed action will not result in any significant adverse environmental impacts and therefore it is a negative declaration.

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

*Resolution #18-74*

**Appointment – Dick Eldredge Cemetery Superintendent and Karl Eldredge Assistant Cemetery Superintendent:** Cemetery Superintendent Carl Eldredge addressed the Town Board. He stated he had been the Cemetery Superintendent for Mottville and Sheppard Settlement cemeteries for 24 years. He is now 90 years old and would like to reduce his work load. He is proposing to the Board to appoint his son, Richard Eldredge to be the Superintendent and Karl will be his assistant at the Mottville Cemetery and at the Shepard Settlement Cemetery, he is asking to hire Larry Larabee to be the laborer or assistant.

Supervisor Aaron asked Karl about his salary that is budgeted for this year. He stated he would split his salary with Richard Eldredge and the salary is budgeted for the additional worker at Shepard Settlement and Mottville.

Supervisor Aaron and the Board expressed their appreciation and dedication of Karl for all the years he has been with the Town.

On a motion of Councilor Coville, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board the Board approved Richard Eldredge as Cemetery Superintendent and Karl Eldredge to be his assistant at Mottville at a rate to be shared at the budgeted amount of \$1600 split evenly between the two individuals and to appoint Larry Larabee to the laborer position at the Shepard Settlement Cemetery at the hourly rate of \$16.00.

*Resolution #18-75*

**Mandana Parking Lot Fees:** Supervisor Aaron said the Mandana Parking Lot Law had been passed and the Board now needs to decide on what the parking fees will be for non-residents. In the Law there will be no fees for residents. Julie Stenger, Town Clerk checked with the credit card processing company the Town currently uses and set up an online payment option that can be used by nonresidents parking or the attendant at the parking lot can take payment on a smart phone or tablet. There would be no charge to the Town for the additional service, since the Town already pays for the credit card processing. The Board thought this was a good option for the users and the attendant. The attendant could then place a paper tag on the vehicle that they had paid for the day.

Councilor McCormack asked what residents would use to prove their residency to qualify for free parking. Supervisor Aaron said residents would use their Transfer Station permit and if they did not have one we could issue a resident sticker.

Attorney Smith stated there should be signage at the launch area directing people to go to the parking area first. This would make people go to the boat washing station if the boat needed to be washed and dried before entering the lake. The attendant at the parking lot can send a few at a time from the parking lot to keep the launch area from backing up with cars and trailers.

Supervisor Aaron said they are trying to coordinate this with the Skaneateles Lake Association and their stewards that will be at the boat launch.

Supervisor Aaron stated \$20 would be a reasonable fee to charge for a daily pass for a nonresident to park. The Board agreed. Councilor Badami asked how much it should be for a season. The Board agreed it should be \$200 for a season. Councilor Badami asked if it should be less for a car without a trailer. The Board agreed it should be less. They agreed \$10 per day was a reasonable fee for a car without a trailer and \$100 for a season, for a car without a trailer.

On a motion of Councilor Coville, seconded by Councilor Badami and with unanimous (5-0) affirmation of the Town Board the Board approved the following for nonresident parking fees at the Mandana Parking Lot:

\$20 per day	car and trailer	\$10 per day	car no trailer
\$200 per season	car and trailer	\$100 per season	car no trailer

*Resolution #18-76*

**Comprehensive Plan, Open Space Plan and Zoning Timeline:** Attorney Smith presented the Board with a memorandum he had prepared overviewing the steps that will need to be taken by the Town to amend the Zoning Law and Comprehensive Plan. The memo gives the follow steps in the order which they will need to be completed; introduction of the proposed law, SEQR, referral to county planning, referral to the Village, referral to the Planning and Zoning Boards, notice of public hearing, notice to neighboring governments and certain agencies, a public hearing must be held, any changes are completed from the hearing, the Board will vote on the proposed law, report and refer final actions to the County and Regional Planning Agencies and file with the Secretary of State.

Supervisor Aaron stated the updated Comprehensive Plan and Zoning Code is not ready to be introduced at this time. The Town Board is waiting for the Village to send their comments. Councilor Tucker said the Open Space Committee is still working with the County on the minor changes the committee made to the Open Space Plan.

**Announcements/Correspondence/Updates**

- *Hemlock Woolly Adelgid Monitoring and Management Workshop:* Supervisor Aaron announced there is a Hemlock Woolly Adelgid Monitoring and Management Workshop at the Skaneateles Historical Society March 24<sup>th</sup> 10:00a.m – 3:00p.m.
- *Update on Transfer of Austin Park to the Town:* Attorney Smith reported he is in receipt of a draft deed of Austin Park for the transfer and we are waiting for receipt of filing.
- *Announcement – seeking interested individuals for the Austin Park Committee:* Supervisor Aaron announced the Town is seeking interested individuals for a committee for Austin Park.
- *Update Hamlet Meetings:* Supervisor Aaron reported the Board held the first hamlet meeting of the year in Mottville and Skaneateles Falls will be April 4<sup>th</sup>, Mandana will be April 18<sup>th</sup> and Shepard Settlement will be May 2<sup>nd</sup>.

Supervisor Aaron made some additional announcements. She announced that two of our Town Residents are turning 100 years old, Rowena Fisher and Vera Shappy. She also announced Deputy Town Supervisor, Jim Greenfield had received a Distinguished Service Award from the Skaneateles Lake Watershed Agricultural Program for his 25 years of service.



*Resolution #18-77*

**Budget Amendments/Adjustments:** On a motion of Councilor Badami, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board the following budget amendments were authorized for the abstract #18-006:

General Fund

\$2,000.00	Increase	016201.01.001.00	Building – P/S
\$2,000.00	Decrease	016204.01.004.00	Building – C/E

Additional cost for Town Work Forces to repair items

\$ 3,000.00	Increase	016802.01.002.00	Central Data Processing – Equip.
\$ 1,526.00	Decrease	014102.01.002.00	Town Clerk - Equipment
\$ 1,500.00	Decrease	013402.01.002.00	Budget – Equipment

New computers for Town Hall

\$ 155.00	Increase	085101.01.001.00	Community Beautification – P/S
\$ 155.00	Decrease	085104.01.004.00	Community Beautification – C/E

Additional Costs – Parks employees plowing Conservation area

*Resolution #18-78*

**Abstract #18-06:**

On a motion of Councilor Coville, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board voucher #18-0311 to 18-0402 were authorized from the following funds:

General Fund:	\$ 46,432.77	Part Town:	\$ 7,335.01
Highway:	\$ 13,339.24	Highway P/T:	\$ 7,048.15
Water:	\$ 13,807.40	Sewer:	\$ 1,744.34
T & A:	\$ 1,570.06	Water District #5	\$ 50.11
<b>Total:</b>	<b>\$97,895.25</b>		

**Public Comment:** No one spoke.

*Resolution #18-79*

**Executive Session:** On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned to Executive Session at 8:33 p.m. to discuss Potential Property Transactions, Personnel and Potential Litigation.

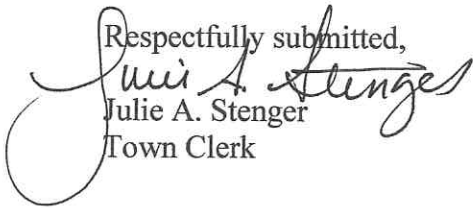
The meeting was returned to open session at 9:17 p.m.

*Resolution #18-80*

On a motion of Councilor Badami, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board the Board approved changing the probationary period for a full time employee who had previously worked part time and had completed their probationary period will not have to complete an additional 90 day probation period before their sick time, personal time and vacation rime benefits begin.

On a motion of Councilor Badami, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board the meeting returned to open session at 9:20 p.m. and immediately adjourned.

Respectfully submitted,

  
Julie A. Stenger  
Town Clerk