

Town Board Meeting

April 19, 2021

6:30 p.m.

Remote Meeting via www.zoom.com (id#: 849 2425 9569 password 296996)

Present: Supervisor Aaron, Councilor Tucker, Councilor McCormack, Councilor Alexander, Councilor Legg, Attorney Smith

Also, Present: Sue Murphy, Allan Wellington, Jason Gabak (Skaneateles Press), Chris Buff, Dessa Bergan, Paula Powell, Kim Benda, Miranda Robinson, Bridget Winkelman, Keri Fey.

Highway, Water, Transfer Station: Highway Superintendent Allan Wellington reported in the Highway Department they installed a new driveway culvert on Masters Road, installed drainage pipe along East Street and Rickard Road, and picked up all snowplow marking stakes. New tires and rims had been installed on the Highway Department loader and the used tires and rims were installed on the Transfer Station loader. He also reported 6 employees from the Highway and Water Departments had taken the Dig Safely New York renewal class. In the Water Department an abandoned water service that was leaking at the Mirbeau property had been capped, they replaced a fire hydrant on Route 321 near Hill-Rom and had the generator on the Water Department rescue truck repaired. A new water service had been installed under Old Seneca Turnpike for Mark Byrne and employees had been cleaning and painting fire hydrants. At the Transfer Station they finished installing underground conduits for the security cameras, Demarco landscaping started removing last years' mulch pile, the shredding event was held last Saturday, and the Swap Shop will start again on Saturday, April 24th with volunteers. He also reported baled cardboard pricing increased again to \$100 per ton and the next truck load is ready to go.

Staff Engineer: Staff Engineer, Miranda Robinson reported they have been onsite for inspection at the Talcott Water District. She thanked the Budget Department for helping her understand the financial part of the district, she is new to this. They had received the final Solar field plans for the Solar Project at the Transfer Station. She thanked Highway Superintendent Allan Wellington and his crew for installing the conduit for the cameras at the Transfer Station. The cameras have arrived, and a schedule is being prepared for installation. The first location for installation will be at the Mandana parking lot.

Budget: Budget Officer Winkelman reported they had been working on the bids for the purchase of 3 pickup trucks that were budgeted for in 2021, 2 trucks for the Highway Department and 1 truck for the Parks Department. She thanked Keri Fey, Bookkeeper to the Supervisor for the great job she had done while Budget Officer Winkelman was on vacation.

Minutes of April 5, 2021: On a motion of Councilor Tucker, seconded by Councilor Legg, and with a (5-0) affirmation of the Town Board the minutes of April 5, 2021 were accepted as presented.

Skaneateles Community Band Request: Supervisor Aaron reported they had received a request from the Skaneateles Community Band to use the Austin Pavilion for the rain location for their Friday evening band concerts. The concerts take place at the Clift Park Gazebo on Friday evenings

in July and August. They were unable to hold the concerts in 2020 due to COVID, with the conditions improving and vaccinations being administered they would like to resume in July of 2021.

Parks Director Sue Murphy stated she had some concerns. In the past they would cancel the outdoor location at the last minute and not give her enough time to have the Pavilion ready or have someone available to open. She spoke to Mary Giroux of the Skaneateles Community Band and she understood the concerns and agreed to have an agreed time.

Councilor Alexander stated there were restrictions on social gatherings they would need to follow due to COVID.

Supervisor Aaron stated the Town should require Skaneateles Community Band to notify the Town by 5:00 pm if they will need to use the Austin Pavilion on Friday evenings in July and August, provide the Town with a certificate of insurance and agree to follow the CDC and Health Department guidelines on social gatherings.

Attorney Smith suggested that they should be required to submit a plan as to how they will comply with the COVID guidelines for the Board's approval.

Councilor Alexander stated this has been the policy of the Parks for any group that has or will be using the Parks.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the Town Board approved the use of the Austin Pavilion by the Skaneateles Community Band rain location for the Friday night concerts in July and August with the condition the Community Band submit a written plan in coordination with the NYS Health Department and CDC guidelines, include a time the Town Parks Director would receive the request no later than 5:00 pm the night of the concert and proof of insurance listing the Town of Skaneateles as an additional insured.

Amend 2021 Highway 284 Agreement: Highway Superintendent Allan Wellington reported he was requesting the approval of the Board to Amend the 2021 Highway 284 Agreement. Supervisor Aaron stated the amendment to the agreement is to add Sugar Maple Lane. Sugar Maple Lane is part of the Enclave subdivision. There is \$45,000 in escrow to complete the topcoat.

Highway Superintendent Wellington stated the section to be paved is on Sugar Maple Lane, commencing on Rickard Road, a distance of .50 miles. The total cost would not exceed \$88,365.70. During budget time they were not sure on the availability of the CHIPS funds and now that the CHIPS funds will be available, he stated they would like to amend the 284 agreement to add Sugar Maple Lane.

On a motion of Councilor Tucker, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, the Town Board approved the amendment to the 2021 Highway 284 Agreement to add the paving of Sugar Maple Lane at a cost not to exceed \$88,365.70.

Highway Equipment Repair Reserve Fund Permissive Referendum Transfer not to Exceed \$30,000-Rebuild International 7600 Dump/Plow Truck: Supervisor Aaron reported there is the need to repair one of the Town's snowplow trucks. The engine needs to be replaced or rebuilt.

Highway Superintendent Wellington stated the engine needs to be overhauled and there are two options. A new replacement engine would be over \$36,000 and a rebuilt engine would be around \$28,000. The truck is a 2006 International 7600 dump/plow truck. This truck is a frontline truck for snowplowing, with 81,000 miles and should remain in service for several more years. His recommendation at this time to overhaul the truck purchase the rebuilt engine at a cost of \$28,500.

Councilor Tucker stated he had spoken to Highway Superintendent Wellington to make sure there would be a warranty on the rebuilt engine, and he said there would be a year warranty on either the new engine or rebuilt engine, plus 90 days on the labor.

Attorney Smith asked Mr. Wellington what the total cost would be for what he is recommending. Highway Superintendent Wellington stated he is recommending the Board approve the purchase of the rebuilt engine at a cost of \$28,500. A new truck would be over \$200,000 and at least 18 months for delivery. At this time, a rebuilt engine at a cost of \$28,500 makes sense.

Attorney Smith asked if he had gone out to bid or received additional quotes. Highway Superintendent Wellington stated no, this is a specialized service and would only be done by the engine manufacturer, Cummins. Attorney Smith stated it exceeds the State's bidding threshold. If the Board would like to go forward with this without formal bids it should be specified by the Board that this service is a specialty and could not be provided by other service providers and it would be the best value for the Town.

Supervisor Aaron asked if this would be required for a repair not a new purchase. Attorney Smith stated it would still be required but this option would be considered the best value for the Town.

On a motion of Councilor McCormack, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the Town Board authorized the transfer of \$30,000 from the Highway Equipment Repair Reserve Fund, subject to the permissive referendum requirements of Town Law and General Municipal Law stating this would be considered a specialty repair by the engine manufacturer and the best value for the Town.

Petition for the County Line Road Drainage District – Jordan Road Townhomes, LLC: Supervisor Aaron reported a petition was received for the drainage district on County Line Road for the Jordan Road Townhomes, LLC subdivision.

Supervisor Aaron asked Planning Secretary Karen Barkdull if the applicant had received the final approval for the subdivision. She stated yes, they had received preliminary plat approval. Final approval is contingent on Town Board approval of the district approvals. Once the Town Board has approved the districts the Planning Board will complete the application.

Supervisor Aaron stated the petition received for the drainage district included the description and boundaries of the district along with engineering drawings and specifications. The owner would pay for the establishment of this district, construction, and engineering. Future costs of the

operation and maintenance will be tied to this subdivision and charged to each parcel. Town Engineer, John Camp has recommended to the Board the charge be \$100 per lot per year.

Attorney Smith stated the only action required by the Town Board now is to schedule the public hearing. The map plan and report submitted by the applicant had been reviewed and found to be acceptable by Town Engineer John Camp. The only information needed to be added is the fee amount which had been determined by the Town Engineer to be \$100 per lot per year. This is the first step in the creation of a district. The fees collected will accumulate over time and be used for maintenance of the storm water collection areas.

Councilor Legg asked if this fee is the same for every lot. Would it be the same \$100 for a lot that had been developed or vacant. Supervisor Aaron stated yes it would be on the Town and County tax as a line item.

On a motion of Councilor Tucker, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, the Town Board scheduled the Public Hearing to consider the Petition of County Line Road Drainage District – Jordan Road Townhomes, LLC at 7:00 p.m. on May 3, 2021.

Councilor Alexander asked if the Town would construct the drainage area. Attorney Smith stated the applicant would construct the drainage areas and the Town would inspect and maintain the area. It would be constructed by the developer and then a deeded easement would be created for the Town. The Town Engineer would inspect annually. All inspection and maintenance would be paid by the district.

Shepard Settlement Fire Protection District Public Hearing 7:00 p.m.: Supervisor Aaron stated the Marcellus Fire Department has serviced this district since the 1950's. This service has been provided at a great value to the Town and the district. A few years ago, the contract was reviewed, and the cost is now figured on the same rate as the Skaneateles Fire Protection District.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the Town Board opened the Public Hearing for the Shepard Settlement Fire Protection District Contract.

Supervisor Aaron asked if anyone would like to speak in favor, against or had any comments regarding the proposed contract with the Marcellus Fire Department for fire protection services for the Shepard Settlement Fire protection District.

No one commented.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the Town Board closed the Public Hearing for the Shepard Settlement Fire Protection District Contract.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board, the Town Board authorized the Supervisor to sign the contract

with the Marcellus Fire Department for fire protection service for Shepard Settlement Fire Protection District for 2021.

Mill Road Parking: Supervisor Aaron stated there had been some concerns about the parking on Mill Road. She is happy the businesses on Mill Road have been so successful, but the parking had become an issue. Codes Officer Bob Herrmann has been in contact with John Menapace, owner of the property and he has been able to increase the parking spots to 45 on the property. The Planning Board approved a parking plan, and the 45 spots exceeds the Planning Board requirements. The businesses and property owner had tried to correct the problem.

Highway Superintendent Wellington had inspected the area and recommended to the Board a “No Parking” zone be created along the South bound lane of Mill Road, approximately 1800 feet south of the intersection of Crow Hill Road and end approximately 1300 feet north of the intersection of Old Seneca Turnpike. This would be the best option in terms of site distance and safety. He stated the increase in parking spots on the property had helped and the no parking zone would keep one lane open for emergency vehicles.

Supervisor Aaron stated this is important for the residents, traffic safety and emergency vehicles. She recommended to the Board to consider a “No Parking” zone as recommended by Mr. Wellington and a public hearing should be scheduled.

Councilor Legg asked Superintendent Wellington about the distance and location of the proposed No Parking Zone. He also reviewed the options presented by Attorney Smith, a tow away zone or a no parking zone. He would like the Board to consider a tow away zone.

Supervisor Aaron stated the vehicle owners would be responsible for the fees incurred with a tow away zone, but the Town would have to contract with a towing company. The Constable and the Sherriff's could ticket in a no parking zone. Attorney Smith stated the Board could establish the no parking zone then determine the fines or if the vehicles would be towed.

The Board agreed the tow away zone should be considered.

Supervisor Aaron stated the notice would be mailed to all the neighbors on Mill Road regarding the proposed no parking law and the Public Hearing.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the Town Board scheduled a Public Hearing regarding the proposed Introductory Local Law 2021-C “A Law Amending the Town Code of the Town of Skaneateles With Respect to the Parking of Vehicles on Town Roads “ on May 3, 2021 at 7:15 p.m.

There was a discussion regarding the property at 4035 Mill Road. Highway Superintendent Wellington and Attorney Smith stated the parking for this home is on the road in the location of the no parking zoning that is being considered. He suggested the signage be placed on either side of this property's parking area so the residents could still park there since that is their only parking. The Board agreed. Supervisor Aaron stated they would have a discussion with the owners of 4035 Mill Road to come up with a solution.

2021 Annual Resolution Amendment – Conservation Committee Members: Councilor Alexander presented the following names to add the Conservation Committee on the 2021 Annual Resolution:

Matthew Leveroni
Luke Peterson
Suellen Sager
Kris Scholl
Todd Reiley
Tom Brooks
Hanna Naczi

Councilor Alexander reported they Conservation Committee has been working on new signage for the Conservation Areas and they are working on the Community Tree Planting Weekend, scheduled for May 1 & 2, 2021.

On a motion of Councilor Legg, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the Town Board authorized amending the 2021 Town of Skaneateles Annual Resolution to add the following members to the Conservation Committee: Matthew Leveroni, Luke Peterson, Suellen Sager, Kris Scholl, Todd Reiley, Tom Brooks, Hanna Naczi.

Planning Board Chair and Vice Chair Appointment: Supervisor Aaron stated due to the resignation of Joseph Southern from the Planning Board the Board will need to appoint a new Chair for the Planning Board. She recommended Don Kasper as Chair and Doug Hamlin as Vice Chair. Both of these members are dedicated to their positions and will do a great job. Don Kasper has been a member since 2006 and Doug Hamlin since 2016. With their knowledge and experience they will do a great job together. She stated either of these members would make a good Chair. Doug Hamlin stated that Don Kasper has the experience, and he would be the right choice for chair, and he would assist and fill in, in his absence as Vice Chair.

Councilor Alexander agreed with Supervisor Aaron and stated how fortunate we are to have such committed members on our Planning Board. Both are great candidates.

Don Kasper stated they have a great Board and he and Doug will make a great team he thanked the Town Board.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the Town Board appointed Planning Board member Donald Kasper as Chair of the Town of Skaneateles and Douglas Hamlin as Vice-Chair of the Town of Skaneateles Planning Board.

Announcements/Correspondence/Updates

- *Update – Request for Qualifications Data Collection:* Supervisor Aaron reported two RFQ proposals had been submitted. The Board will schedule interviews.
- *Community Tree Planting Weekend – May 1st – May 2nd:* Councilor Alexander announced there will be a community tree planting weekend, May 1st, and 2nd at the Town Conservation areas.

- *Parks Laborer Position:* Supervisor Aaron announce the Town had advertised for the Parks Laborer Position. Applications are available on the website.
- *Town of Skaneateles Seeking residents interested in serving on the Planning Board:* Supervisor Aaron announced the Board is seeking residents interested in serving on the Town of Skaneateles Planning Board.
- *Letters Regarding 75 Fennell Street:* Supervisor Aaron announced 8 additional letters had been received in favor of the Library being located at 75 Fennell Street.
- *Swap Shop Opening – April 24, 2021, 9:00a.m. -2:00p.m.:* Supervisor Aaron announce the Swap Shop is scheduled to open for the season on Saturday April 24th. She thanked Amy Roller and her volunteers for making this possible.
- *Skaneateles Lake Municipal Partnership – www.skanlakeinfo.org:* Supervisor Aaron announced her, and Councilor Alexander and Jim Greenfield had been working on the Skaneateles Lake Municipal Partnership website and encouraged people to visit the website. There is a lot of information on this site regarding the lake. Information from the DEC, City of Syracuse, and the municipalities around the lake.

Public Comment: Chris Buff asked for clarification of the no parking zone proposed for Mill Road. Would it be on the West side of the road, across from the brewery. Supervisor Aaron stated yes it would be on the west side of Mill Road.

Budget Amendments: On a motion of Councilor Legg, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board the following budget amendments were approved:

General Fund

\$ 285.00	Increase	013402.01.002.00	Budget - Equipment
\$ 285.00	Decrease	013404.01.004.00	Budget – C/E

Additional costs for set up – new laptop - Budget.

\$ 50.00	Increase	019204.01.004.00	Municipal Association Dues
\$ 50.00	Decrease	019904.01.004.00	Contingency

Cost of Association of Towns Dues – increase due to more money raised in taxes.

Abstract #21-08: On a motion of Councilor McCormack, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board vouchers #21-0369 - #21-0454 were authorized from the following funds:

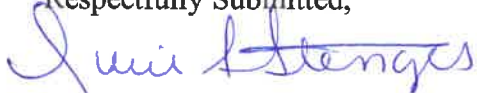
General Fund:	\$ 58,371.01	Highway:	\$ 7,038.55
Water:	\$ 29,775.58	Part Town:	\$ 4,942.08
Sewer	\$ 1,831.27	HWY Part Town	\$ 2,833.81
T&A	\$ 731.18	S-Fire District	\$23,429.45
TOTAL:		\$128,952.93	

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned to executive session for Attorney advice and contract negotiations at 7:45 p.m.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board the meeting was returned to open session 8:50 p.m.

On a motion of Councilor Legg, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned 8:50 p.m.

Respectfully Submitted,



Julie A. Stenger
Town Clerk

**TOWN OF SKANEATELES
NOTICE OF PUBLIC HEARING**

NOTICE IS HEREBY GIVEN that a public hearing shall be held by the Town Board of the Town of Skaneateles at 7:00 p.m. on April 19, 2021 regarding an agreement between the Town of Marcellus, New York, a municipal corporation and the Town of Skaneateles, a municipal corporation on behalf of the Shepard Settlement Fire Protection District, and The Marcellus Fire Department, Inc., a New York not-for-profit fire department. An agreement for the Town of Skaneateles to engage the Marcellus Fire Department, Inc., with the consent of the Town of Marcellus, to furnish fire protection service to the Shepard Settlement Fire Protection District.

An opportunity to be heard in regard to this agreement will be given at the hearing to those favoring or opposing the same, as well as any comments. Communication in writing in relation thereto may be filed with the Town Board or at such hearing.

Said Hearing will be held on **Monday, April 19, 2021 at 7:00 pm** via Zoom at <https://us02web.zoom.us/j/84924259569>, meeting ID: 849 2425 9569, Passcode: 296996 or dial by your location +1 646 876 9923 US (New York). At that time, all persons will be heard or have an opportunity to provide written comment.

Dated: Skaneateles, New York
April 6, 2021

Julie A. Stenger, Town Clerk
Town of Skaneateles

TOWN OF SKANEATELES
PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that on April 19, 2021, the Town Board of the Town of Skaneateles authorized the transfer from the Highway Equipment Repair Reserve Fund of not to exceed \$30,000 to rebuild the engine in the 2006 International 7600 dump/plow truck, subject to the permissive referendum requirements of Town Law and General Municipal Law.

Dated: April 19, 2021