

Town Board Meeting
October 1, 2018
6:30 p.m.

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

Also Present: Sue Murphy, Bridget Winkelman, Allan Wellington, Karen Barkdull, Robert Herrmann, Megan Ehrhart (The Citizen), Don Kasper, Jim Condon, Jason Gabak (Skaneateles Press).

Department Reports

Highway, Water, Transfer Station: Allan Wellington reported the Highway Department had finished paving Franklin and Elizabeth Streets. They repaired several road shoulders that had washed out, trimmed overhanging tree limbs, finished mowing roadsides for the fourth time this year, made equipment repairs and helped the Town of Marcellus. He reported the Water Department had repaired a broken curb box on Stump Road, patched blacktop on School Street and Maple drive due to water service repairs and made repairs to the backhoe. He reported at the Transfer Station they sent out another truckload of cardboard and regraded the hard fill area.

Superintendent Wellington reported he and the Board had received a report that was submitted by a committee formed to look at the future of the Swap Shop at the Transfer Station. Mr. Wellington and Councilor Tucker were a part of the committee made up of members of the community. He stated the committee decided the Swap Shop had out lived its life and their recommendation is to keep it closed. Supervisor Aaron asked if there had been any complaints at the Transfer Station about it being closed. Superintendent Wellington stated only a couple of people have asked about it reopening but many have said the Transfer Station is better without it. Making it cleaner and safer. Supervisor Aaron asked about the relocation of the construction and demolition dumpsters. Superintendent Wellington reported the new location with the covered pavilion will be behind the recycling building and will allow a better view for the employees to monitor and the ability for more than one vehicle to unload at once. Construction for the new area will be in November.

Supervisor Aaron asked if work had started on the new traffic light at the corner of Stump road and Route 321. Superintendent Wellington stated he received a dig safe notice and believes the work is starting soon.

Parks Department: Parks Director Sue Murphy reported they had been preparing the soccer fields for the season, mowing and weed eating. They are assembling new bleachers with the school for the athletic fields in the park. She stated there is a request from the Chamber of Commerce asking to keep the horses that are used for the wagon rides during the Dickens Christmas activities at the Park's Department on Fennell Street. She stated they had done this in the past and this year if it is approved there should be some written criteria agreed upon. Supervisor Aaron agreed, Sue should put something in writing to them to clarify what they can have there and how long the horses and equipment can stay there. The fencing and wagon were left there too long last year.

Budget: Budget Officer Bridgett Winkelman reported she had been working on the 2019 Budget with the Board. Kim Benda has been working more on payroll and abstracts and she is really getting up to speed and working out well.

Supervisor Aaron thanked her for all her work on the Budget.

Codes: Codes Enforcement Officer Robert Herrmann, reported he had been working on closing out older permits and working with the Assessor on updating him on the completed permits. He thanked Karen for all her help. He reported he is meeting with Superintendent Wellington regarding the Emergency Management Program. Supervisor Aaron thanked Mr. Herrmann.

Planning & Zoning: Councilor Tucker reviewed the Planning Department's Open Project Report. He stated there are currently 5 open projects. There is a subdivision on Coon Hill Road, special Permit for renovations at 3259 East Lake Road, a lot line adjustment at 4272 Jordan Road, and two area variances one at 3259 east Lake Road and one at 3189 East Lake Road.

Dog Control: Supervisor Aaron reviewed Dog Control Officer Wawro's report. She said there were 20 calls in August. The report included feral cats, a dangerous dog, lost dogs and an injured racoon.

Resolution #18-203

Minutes of September 17, 2018: Councilor Tucker pointed out Councilor McCormack's name was omitted from the minutes. On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (3-0) affirmation of the Town Board, the minutes of September 6, 2018 were accepted with the correction to add Councilor McCormack's name as present at the meeting.

Resolution #18-204

Schedule Budget Meetings: Budget Officer Winkelman reviewed the budget meeting time schedule with the Board.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (3-0) affirmation of the Town Board, the following meeting schedule was approved to review the 2019 Town of Skaneateles Budget:

7:00 a.m. – 8:30 a.m.	Thursday October 4, 2018	TBD
7:00 a.m. – 8:30 a.m.	Thursday October 11, 2018	SAVES, Tax Collector
7:00 a.m. – 8:30 a.m.	Monday October 15, 2018	Fire Districts, Assessor
7:00 a.m. – 8:30 a.m.	Thursday October 18, 2018	Overview
7:00 a.m. – 8:30 a.m.	Monday, October 22, 2018	TBD

Resolution #18-205

2019 Tentative Budget: Budget Officer Winkelman presented the 2019 Budget to the Board. She stated it is a work in progress and will be continued to be reviewed over the next month.

Councilor McCormack asked when the final budget had to be completed. Budget Officer Winkelman stated November 20th is the last day.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (3-0) affirmation of the Town Board, the 2019 Tentative Budget was accepted.

Resolution #18-206

Town of Skaneateles General Liability Insurance: Supervisor Aaron stated the Town changed insurance carriers in 2017 and at that time it was decided the Town should go out to bid yearly for the General Liability Insurance. Last year the Board did not go out to bid and the premium has increased about \$14,000. Our current insurance company will need to outline our current coverage. Supervisor Aaron stated there is a possibility Laker Limo will be on their own insurance next year, so she would like the bid to be with and without coverage for Laker Limo.

Budget Officer Winkelman stated the bid opening does not have to be done before the preliminary Budget, there will be a figure budgeted for insurance that can be adjusted if necessary.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (3-0) affirmation of the Town Board, the Board authorized the Clerk to notify the Town's current Insurance Carrier, Haylor, Freyer and Coon that the Town will be going out to bid for it's 2019 general liability insurance coverage.

Resolution #18-207

Transfer Station Solar Project: Supervisor Aaron stated the Board wanted Engineer John Camp to review a list of questions the Board had for Abundant Solar Energy regarding the Transfer Station Solar Project. Attorney Smith advised the Board to set a \$5,000 limit for John Camp to review the project and the list of questions.

Attorney Smith stated before the Board can sign the agreement with Abundant Solar Energy they need to complete the State Environmental Quality Review Act (SEQR). The next step will be to complete part II of the EAF. The purpose of this EAF is to flag impacts the Project will have. Questions from Engineer John Camp and Michele Billingham (Bond, Schoeneck and King) in connections with the Town's review of the Project under the State Environmental Quality Review Act (SEQR) were submitted to Abundant Solar Energy. Once these questions are addressed the Board will be able to complete the SEQR process at the next meeting.

Supervisor Aaron asked Attorney Smith to review the contract from Abundant Solar Energy and this can be on the next meeting agenda.

Councilor Tucker asked about the amount of runoff the panels will create. This is a large parcel of land the project will impact. Attorney Smith stated what the Town Engineer is looking at is the stormwater runoff.

On a motion of Councilor McCormack, seconded by Councilor Tucker and with unanimous (3-0) affirmation of the Town Board, the Board authorized up to \$5,000 for engineer John Camp to continue his review and answer the questions on the State Environmental Quality Review Act (SEQR) for the Transfer Station Solar Project.

Resolution #18-208

Small-Scale Stormwater Management Guidelines: Supervisor Aaron reviewed the Small-Scale Stormwater Management Guidelines that were developed for the Planning Board by Engineer John Camp. She gave the Planning Board credit for implementing these guidelines to further protect the

watershed. She said John Camp also had submitted a “Small-Scale Stormwater Management Guidelines Facility Sizing” to be considered. In these guidelines several options for stormwater treatment at individual lot development were outlined.

Supervisor Aaron asked if it is enough to have these documents only as guidelines or if they should be required of all applicants within the watershed. Don Kasper, Planning Board member, stated the guidelines work well and give us something to follow. But, the Planning Board would like to have flexibility with different projects. Councilor Tucker agreed. Planning Board Secretary, Karen Barkdull and Planning Board Member Kasper agreed these should be kept as guidelines, for now.

Attorney Smith stated if the Small-Scale Stormwater Management stayed as guidelines the Code would not have to be amended every time there was change. If it was adopted and made part of the Code, the Boards would have more authority to enforce the Management Plan.

Karen Barkdull, Planning Board Secretary stated in her opinion they should be left as guidelines, until they can be more refined. In 2009 they developed the impermeable surface coverage guidelines that applicants have adapted to and they are not law. We have a nice community that want to do the right thing and protect our watershed. She also stated the Storm Water Management guidelines should also be referred to the Zoning Board of Appeals. Attorney Smith stated the Guidelines could be used as a condition with certain applications.

Councilor McCormack asked if the Guidelines were only used with new construction. Supervisor Aaron answered no, they apply to any application before the Zoning and Planning Boards.

Supervisor Aaron thanked the Planning Board for their dedication to improve the runoff in the watershed.

On a motion of Councilor Tucker, seconded by Supervisor Aaron and with unanimous (3-0) affirmation of the Town Board, the Board referred the Small-Scale Stormwater Management Guidelines to the Zoning Board of Appeals for their review.

Resolution #18-210

Introductory Local Law 2018-C: Supervisor Aaron read the resolution introducing Local Law 2018-C: “A Local Law Amending the Code of the Town of Skaneateles.”

WHEREAS, Supervisor Aaron has introduced for consideration Local Law No. C of 2018 entitled “A Local Law Amending the Code of the Town of Skaneateles.” (the “Local Law”)

WHEREAS, the purpose of the proposed local law is to require a landowner to obtain a special permit in order to process raw logs into firewood, wood pellets or lumber, in every zoning district in the Town except for the Industrial/Research Office District (IRO). However, this amendment would not require a landowner to obtain a special permit if raw logs are harvested, processed and used on the same tax parcel. Though this law may require a farm operation to obtain a special permit in order to engage in certain activities, the Town does not view this to be an unreasonable restriction;

WHEREAS, the Town Board desires to comply with the requirements of SEQRA and its implementing regulations set forth at 6 NYCRR Part 617, and Section 239 of the General Municipal Law, with respect to these proposed amendments to the Town Code.

NOW, THEREFORE, BE IT RESOLVED that the Town Board will hold a public hearing on November 19, 2018 at 7:00 p.m. to hear all persons interest in the above-referenced Local Law and to consider the adoption of such Local Law;

BE IT FURTHER RESOLVED that the Town Board hereby declares its status and role as lead agency for purposes of a coordinated review under SEQRA of the Local Law. The Town Board hereby preliminarily classifies the Local Law as a Type 1 Action under SEQRA, and the Town Board hereby directs the Town Clerk to send Part 1 of the EAF and the proposed Local Law to interested agencies to request their comments thereon;

BE IT FURTHER RESOLVED that the Town Clerk shall refer the Local Law to County Planning for its review pursuant to General Municipal Law Section 239;

BE IT FURTHER RESOLVED that the Town Clerk shall refer the Local Law to Town of Skaneateles Planning Board and the Town of Skaneateles Zoning Board for its review pursuant to Section 148-46 of the Town Code; and

BE IT FURTHER RESOLVED that the Town Clerk shall cause notice of such public hearings to be published in the official Town newspaper in accordance with all legal requirements.

Attorney Smith reviewed the proposed Introductory Local Law 2018-C. He stated the previous Codes Enforcement Officer took the position if logs were transported from one property to another property then milling equipment was used to transform the logs into lumber, firewood, or wood pellets that is a light industrial activity. Meaning, in another zoning district of the Town other than IRO a special permit would be needed for this process. One business in the Town that participates in this type of activity did apply for and was granted a special permit to operate with conditions, such as hours of operation. The purpose of this amendment to the definitions is to clarify the law. There is an exception, the law does not require a special permit if you cut down trees and process firewood on your own land. For example, if a farmer cuts down and processes lumber for use on their farm this law would not apply. This amendment will try to regulate people who are harvesting and processing wood for sale as firewood without a permit. This amendment to the law would require people to apply for a special permit outside the IRO zoning district.

Councilor McCormack asked what was causing the problem. Attorney Smith stated problems are caused by noise, dust and truck traffic. The Town does not have a lumber yard definition in the Code, so the question is whether this activity is light industrial or farming. If the Board was to pass this law as written it would clarify the Code's Enforcement Officer's position as to what activity would be considered a light industrial use.

Councilor McCormack asked if there were many complaints. Attorney Smith stated there had been multiple complaints and this proposed Local law would help clarify the law for the Codes Officer.

Councilor Tucker said he did not see a problem with this proposal, but he questioned the section that states "this amendment would not require a landowner to obtain a special permit if raw logs are harvested, processed and used on the same tax parcel" He stated he has numerous parcels that he logs for wood used on his farm. Attorney Smith stated the law could be adjusted to state "tax parcels with contiguous ownership". Councilor Tucker said it could say parcels under the same ownership even if not contiguous. Attorney Smith said he would be open to input on the wording. He stated he would work on the wording for the next meeting.

Supervisor Aaron asked if the Board should schedule the Public Hearing and refer the proposed Local law to the required agencies or should the Board wait for the wording adjustments. Attorney Smith stated the wording adjustment would be minor, therefore the Board could schedule the Public Hearing and make the referrals. If the Board changes the wording drastically at the next meeting the hearing could be changed, at least this would get the process started.

On a motion of Councilor McCormack, seconded by Councilor Tucker and with unanimous (3-0) affirmation of the Town Board, the Board authorized a Public Hearing on November 19, 2018 at 7:00 p.m. to hear all persons interest in the proposed Introductory Local Law 2018-C; that the Town Board hereby declares its status and role as lead agency for purposes of a coordinated review under SEQRA of the Local Law. The Town Board authorized the Town Clerk to refer the Local Law to Onondaga County Planning, the Town of Skaneateles Planning Board and the Town of Skaneateles Zoning Board of Appeals for its review pursuant to General Municipal Law Section 239.

Resolution #18-211

LED Street Lighting Bid: Supervisor Aaron stated the LED Street Lighting Bid is still being reviewed by the Central New York Regional Planning and Development Board. There had been an addendum added to the original bid packet changing the selection date to October 29. Hopefully by then there will be enough information to make a decision. Councilor Tucker stated there was only one bid received and it was fairly high. Supervisor Aaron stated CNYRPDB is looking into this.

Resolution #18-212

Employee Handbook Update - Non-Discrimination and Harassment Policy: Supervisor Aaron announced to the Board there have been changes in the Non-Discrimination and Harassment (including Sexual Harassment) Policy regulations and the Town HR company, Public Sector, HR Consultants have drafted the new policy for addition to the handbook to be in compliance with the new regulations. This policy meets the standards developed by the New York Department of Labor, in consultation with the New York State Division of Human Rights. The last two pages of this policy include a Complaint Form, which is one of the requirements. The deadline for employers to implement the new policy requirements is October 9, 2018. Once the policy is adopted, it will have to be distributed to all staff. The law requires that all employees receive sexual harassment training on an annual basis and that the first training must be held by January 1, 2019.

Councilor McCormack asked, who the complaint form is submitted to if there is a complaint. Supervisor Aaron answered the complaint would first be submitted to the employees Department Head and if the complaint is against the Department Head it would be submitted to the Supervisor, if the complaint is against the Supervisor it would be submitted to the Attorney or another Town Board member.

On a motion of Councilor McCormack, seconded by Councilor Tucker and with unanimous (3-0) affirmation of the Town Board, the Board accepted the updated required "Non-Discrimination and Harassment (including Sexual Harassment) Policy" regulations and the Town HR company, Public Sector, HR Consultants have drafted the new policy for addition to the handbook, to be in compliance with the new regulations. This policy meets the standards developed by the New York Department of Labor, in consultation with the New York State Division of Human Rights.

Resolution #18-213

Air Emissions Regulations Resolution: Supervisor Aaron stated a Town resident, Sharon Osika-Michales requested the Board's support for a resolution regarding the content of air emissions regulations to be developed by the NYS Department of Environmental Conservation affecting natural gas infrastructure facilities. Supervisor Aaron read the resolution (*see attached). Supervisor Aaron stated in a short review, this resolution supports increasing the standards imposed on emissions. She spoke with the DEC and they stated the Air Emissions regulations will be developed without the support of municipalities, but any support would be welcome.

Councilor McCormack stated he would like to understand it more before he would support the resolution. Councilor Tucker stated he would like to see what the Federal Government supports.

Attorney Smith stated his understanding is, a resident is asking for this resolution to demand the DEC to answer a list of requirements by the Environmental Protection Agency (EPA). He questioned why the NYS DEC had not completed these requirements. Supervisor Aaron stated according to the NYS DEC they have to approve all the standards set by the EPA. This resolution is in support of the enhanced regulations.

Supervisor Aaron stated there is no hurry on this if the Board would like to look at this further.

The Board decided to table this resolution and look at it further.

Resolution #18-214

Authorize C&S Engineering – Water District Boundary Updates: Supervisor Aaron stated at the last Town Board meeting the Board asked Engineer John Camp to review and give a quote to update the Town of Skaneateles Water District boundaries and map.

Engineer John Camp submitted a proposal outlining the areas of the Town that have water services but are not in a designated district. The proposal will include a new map and plan. The quote is for a cost of \$6,700. The proposal included the following:

C&S proposed to assist the Town in remedying this situation by creating documents that would allow the modification of the boundary of the Consolidated Water District to include the existing water infrastructure and the existing water customers in the following areas:

- Crow Hill Road to the west of the existing district boundary
- NYS Rt 321 and Mottville Road to the north and east of the existing district boundary
- Highland Avenue to the north of the existing district boundary
- New Seneca Turnpike to the east of the existing district boundary

Supervisor Aaron asked Budget Officer Winkelman if the funds would come from the water district account. Ms. Winkelman answered yes and asked if it would be completed in 2018 or 2019. Supervisor Aaron said it should be completed in 2018 but the funds could be encumbered if it was 2019.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (3-0) affirmation of the Town Board, the Board authorized up to \$6,700 for engineer John Camp to update the Town of Skaneateles Water District map and plans to incorporate all the parcels that currently have water service in the Town.

Resolution #18-215

Reject Bid – Boat Launch Ramp: Supervisor Aaron reviewed with the Board the one bid received from Marchuska Brothers Construction for the Mandana Boat Launch repair project. Only one bid was received, and it was for \$139,900.00. This was more than anticipated and Supervisor Aaron recommended the Board reject this bid and continue reviewing options for this project.

On a motion of Supervisor Aaron, seconded by Councilor McCormack and with unanimous (3-0) affirmation of the Town Board, the Board rejected the bid from Marchuska Brother’s Construct in the amount of \$139,900 for the Mandana Boat Launch Repair Project.

Announcements/Correspondence/Updates:

▪**Senator Schumer Letter – USDA Farm to School Grant Program:** Supervisor Aaron reported to the Board a letter was received from Senator Schumer’s office regarding the Farm to School Grant Program, this program provides grants to support school districts, state and local agencies, tribal nations, agricultural producers, and non-profit organizations in their efforts to increase local foods served through child nutrition programs. She asked the Town Clerk to forward this letter to the school district.

▪**Hamlet Committee Update – Councilor Badami:** Supervisor Aaron reported Councilor Badami has agreed to head the Hamlet Committee and we have received three people’s names to be members on this committee; Doug Hamlin, Dick Eldredge and Deborah Durr. She would like the Board to accept these members.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (3-0) affirmation of the Town Board, the Board approved the following individuals as member of the Hamlet Committee; Doug Hamlin, Dick Eldredge and Deborah Durr.

▪**SPECTRUM Cable Update:** Supervisor Aaron stated she was happy to report an area of the Town, Shepard Settlement, which previously did not have cable or internet service was now receiving cable and internet from Spectrum Cable. This was part of the merger of Time Warner and Charter Communications. The Town should receive about 280 additional connections.

▪**Seeking Planning Board & Board of Assessment Review Members:** Supervisor Aaron stated there is an Assessment Board of Review member position which is expiring at the end of the month and an opening on the Planning Board.

▪**Landscaping for Water Quality – 10/23/2018, Skaneateles Highschool at 7:00p.m:** Supervisor Aaron announced there will be a program sponsored by Cornell Corporative Extension and the Skaneateles Lake Association on “Landscaping for Water Quality” on October 23, 2018 at 7:00p.m.

Resolution #18-216

Budget Amendments: On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (3-0) affirmation of the Town Board the following budget amendments were authorized for the abstract #18-019:

General Fund

\$ 250.00	Increase	012204.01.004.00	Supervisor – C/E
\$ 250.00	Decrease	019904.01.004.00	Contingency – C/E
Cost of doing business			
\$ 10.00	Increase	085101.01.001.00	Community Beaut. – P/S
\$ 10.00	Decrease	085101.01.001.00	Community Beaut. – C/E
Cost of having Town Employees perform tasks at conservation area			

Part Town Fund

\$ 375.00	Increase	080114.02.004.00	Codes Officer – C/E
\$ 4,200.00	Increase	080114.02.004.58	Codes Officer – C/E – Legal
\$ 4,575.00	Decrease	080104.02.004.58	Zoning – Legal
Additional cost associated with law suit and contractual labor			

Highway Part Town Fund

\$ 1,145.00	Increase	051102.04.002.00	General Repair - Equipment
\$ 1,145.00	Decrease	051104.04.004.00	General Repair – C/E
New Computer – Highway Foreman			

Resolution #18-217

Abstract #18-019: On a motion of Councilor Tucker, seconded by Councilor McCormack and with Unanimous (3-0) affirmation of the Town Board voucher #18-1317 to #18-1389 were authorized from the following funds:

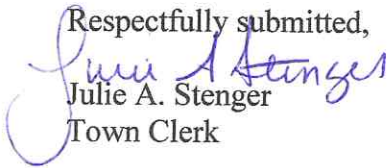
General Fund:	\$ 51,244.66	Part Town:	\$ 7,329.35
Highway:	\$ 691.45	Water:	\$ 1,563.40
T & A:	\$ 574.97	Highway P/T	\$ 114,87.97
Limeledge Water:	\$ 14,948.00	Lighting	\$ 932.82
Fire District:	\$ 44,093.75		
Total:	\$236,256.37		

Public Comment: Don Kasper asked about the Transfer Station Solar Project and how fast it would be completed. Supervisor Aaron answered, they are hoping to have the bases installed by January and the panels by the Spring of 2019. Mr. Kasper asked if there are any definite figures on the savings to the customers. Supervisor Aaron answered it is based on the VEDR which is set by the state. The is the value of the solar power. Attorney Smith stated, the state will dictate the VEDR calculation, which could change. He stated he did not for see any scenario that you wouldn't save money but cannot be sure how much. The State is encouraging Solar Projects like this.

Supervisor Aaron stated they are still working on the stricter Phosphorus Regulations and hope to have that on the next agenda.

On a motion of Councilor Tucker, Seconded by Councilor McCormack and with unanimous (3-0) affirmation of the Town Board voucher the meeting was adjourned at 7:45 p.m.

Respectfully submitted,


Julie A. Stenger
Town Clerk