

**Town Board Meeting**  
**March 6, 2014**  
**7:00 p.m.**

**Present:** Supervisor Sennett, Councilor Greenfield, Councilor Murray, Councilor Brace, Councilor Howard, Joshua Werbeck, Attorney.

**Also Present:** Bill Pavlus, Sue Murphy, Joe Genco (Skaneateles Press), Jonathan Monfiletto (Skaneateles Journal), Beth Battle, Allan Wellington, Julie Stenger, Bridgett Winkelman, Dick and Candy Searing, Rob Gadjoo, Michael Plochocki (Onondaga County Legislator), Larry Hasard (NYSDOT).

**Department Reports**

▪*Highway, Transfer Station, Water:* Allan Wellington reported that the plows were out 16 times since the last meeting. The highway crew has also been doing equipment repairs and upgraded the lighting at the highway garage. The Transfer Station has been busy issuing Transfer Station permits. The water department received approval from County Health on the annual Water Quality Report that will be available on the Town website and at the Town Clerk's Office.

▪*Parks:* Sue Murphy reported the ice season was officially done at Austin Pavilion until next fall. She said they hope to have all the ice removed by early next week. The season was successful with minimal problems. She thanked the rink crew, Andy Legg, Joe Loperfido and Mike McElroy for the great job they did again this year. She also thanked Gene Laforte who is the man behind the scenes making sure everything is running correctly. Ms. Murphy said she attended the annual Farmers Market Manager Conference in Binghamton last Thursday and Friday. The Skaneateles Market was used as a model for running a successful true farmers market. She also attended the mandatory training in order to be accredited so that the vendors can accept WIC (Women, Infants and Children up to age 5), SNAP (Supplemental Nutrition Assistance Program), and SFMNP (Senior Farmers Market Nutrition Program). Four new toilets were installed at Austin Pavilion. She also met with several vendors to get information for the Community Development Grant application.

▪*Historian Report:* Beth Battle told a story about Dave Pembroke who was a soldier in the Revolutionary War and for his services was given Military Lot #66 near Hencoop Road. It is assumed that after the war he settled down and probably married but never visited Skaneateles. Cornelius Rosa actually bought the land and Beth Battle said she was surprised when her husband and Village Historian Jorge Battle uncovered the original deed to the property that was more than 220 years old. She passed the deed around for the Town Board to see the beautiful writing and noted how amazed she was that this was found. The Town Board thanked her for this interesting report.

▪*Animal Control Report:* Supervisor Sennett reviewed the February report showing 16 calls with one call finding a lost kitten.

▪*Budget:* Bridgett Winkelman said that the in-house portion of the audit was completed Friday by Cuddy and Ward. They will file the annual financial report with the Comptroller by April 1<sup>st</sup> and submit a report to the Town Board on their findings. She billed water district #1. The Town Board is in receipt of the January 2014 Fiscal Summary and Supervisor's Report.

▪*Planning/Zoning/Codes:* Councilor Brace reviewed the report submitted for January & February reviewing the number of building permits issued, inspections and applications before the Planning & Zoning Boards.

**Western Gateway – Larry Hasard/NYS DOT:** Councilor Murray introduced Larry Hasard, Resident Engineer with NYSDOT Onondaga West who was here to discuss the Western Gateway landscaping plan.

Mr. Hasard said that he understands that the Town wishes to continue with the Western Gateway project by planting some landscaping but wishes to make changes to the previously approved plan. He asked changes were being considered.

Supervisor Sennett said that looking around the community, Skaneateles has miles of sidewalks with charming tree-lined streets. This project is an extension of the sidewalk area that runs through the center of Skaneateles, yet the Western Gateway landscaping plan is out of context with the rest of the community. She said she would like to see the shrubs and grasses removed from the plan and only plant the trees.

Mr. Hasard said that he was not involved in the decisions made on the planting plan but agreed that the plantings are quite different from the rest of the character of Skaneateles. This is the plan that was previously approved by the Town Board. He said that he understood that the Town now wishes to make changes which include removing the shrubs and grasses before seeking donations to implement the landscaping. Referring to the planting plan, Mr. Hasard said that the small circles represent the shrubs and grasses and they can be removed. He would only need an updated insurance certificate once the contractor is chosen.

Councilor Brace asked to have the plant and tree types described. Mr. Hasard said that Dan Powers is the landscape architect with NYSDOT and he would be the appropriate person to discuss the types of trees that were chosen. He said that Mr. Powers would have chosen appropriate plants for an urban setting in a harsh environment. He would have worked with Bergman Associates on the choices. Supervisor Sennett said she questioned the addition of two lilac trees in front of Mirbeau. She assumes that trees would have been chosen that don't require maintenance, but she knows that lilacs do. Mr. Hasard suggested having Mr. Powers come out to discuss this with the Town Board.

Councilor Brace asked if the Town would be contributing funds to the landscaping or will it all come from donations. Councilor Murray said that the Town received Federal Funding to finish the project as it is today. She was working with Pam Schoener at the Chamber of Commerce to obtain donations for memory trees to finish the landscaping. Bridgett Winkelman said that the Town exceeded the amount the Town contributed to this project.

Mr. Hasard said that previously, the Town Board had to whittle away at items that did not fit the budget such as the entrance sign and benches, however, the Town did leave the tree pits and infrastructure in place in order to add the trees and benches in the future.

Mr. Hasard also stated that when a contractor(s) is chosen by the Town that they will need to follow the NYSDOT Work Zone Traffic Control Plan that outlines the requirements for providing for a safe work zone when working in the State right-of-way.

Councilor Murray asked if plaques could be added to donated trees noting who the tree was in memory of. Mr. Hasard said yes. Benches could also be added back in as long as they were placed in their designated location.

Councilor Brace asked if Mr. Powers could bring images of the trees and benches or submit them electronically. Mr. Hasard said he would check with Mr. Powers.

Councilor Howard asked how many trees have been pledged to date. Councilor Murray said 16. Councilor Howard said she was in favor of just adding trees and not shrubs and grasses.

Supervisor Sennett said she would like to have just one company install all the trees and said that the Town Attorney would need to contact Larry Hasard in order to prepare the specs to go out to bid. She also asked to have confirmed that if the Town removes the shrubs and grasses the only thing that would be required by NYSDOT is a letter to Mr. Hasard indicating this change and providing the name of the contractor that would be doing the work with a certificate of insurance naming NYSDOT as additional insured. Mr. Hasard said, yes.

The Board thanked Mr. Hasard for attending and clarifying the information.

*Resolution #14-38*

**Community Development Grant:** Supervisor Sennett said at the last meeting the Town Board hoped to find someone to write a grant for Community Development funding for a playground at Skaneateles Falls Park. The Board is very grateful that Sue Murphy volunteered to do this. She said a small group will meet on Saturday to review the information being submitted. At the same time she contacted our County Legislator, Michael Plochocki who is here tonight in support of the Town's Community Development grant application. Mr. Plochocki said that the funding for the Community Development Grants is generated from a Federal program that disperses funds to counties throughout the country. The Federal funding comes with Federal restrictions and the money is targeted for the mostly needy sections of the community. The drawback for Skaneateles is that there are very small pockets of areas that still qualify and in recent years, Skaneateles has gotten very little. He said it is not the intent of the program to continue to have Skaneateles locked out of receiving funding. He said he has seen the draft of the Town's new five-year plan and believes it is right on target. He is very optimistic that Skaneateles has a real chance to receive funding. He said he will lobby for Skaneateles and will especially underscore that no community should be cut out of the program. He recommended that the grant should emphasize how much the playground will be used by the residents in that eligible area and that it is a park for the people of Skaneateles Falls, even though everyone can use it. Mr. Plochocki said that he discussed this funding with Bob DeMore, Director of the division of Community Development who believes that the Town has real potential with this application, and that this project is part of a future bigger picture. This project is the start of a long-term commitment to this area.

Councilor Brace asked if the Town could re-apply each year. Mr. Plochocki said that the Town could, but funding tends to go in cycles with funding for a year or two and then not for another few years. He said there is a greater chance if funding is received during the first stage of a continuing project.

Mr. Plochocki said he also wanted to make the Town aware that he also wears a larger hat with the County Legislature on the Economic Protection and Planning and Economic

Development Committees. He said the Soil and Water Conservation District is doing a lot of work in the Skaneateles area. He encouraged the Board to contact him if they need anything further.

The Town Board thanked him for attending the meeting, for his insights and for supporting the grant application.

Supervisor Sennett said that she is hoping that with improvements to the Skaneateles Falls Parks, exploring access to the National Grid property, the development of a creek walk, and the final clean-up of the Stauffer site that it will encourage development of business in the northern part of the community. She would like to see the establishment of an Economic Development Committee, and a future a creek walk/bike trail with small parks along the trail. She asked if the Town Board had any questions or comments regarding the 5-year plan to be submitted with the grant application.

Councilor Murray said it is very important to think about Skaneateles Falls but said it is an ambitious 5-year plan.

Supervisor Sennett said that “inch by inch everything is a cinch”.

Councilor Brace said that this will benefit not only Skaneateles Falls but it links the Falls to Mottville and the Village. She said she has met with Bruce Kenan from the Village Planning Board who would like to see the Town take advantage of the railroad easement along the creek. She asked the Town Board if they would consider establishing Rails to Trails Committee to work on accomplishing this vision. She said a lot of people are very excited about this. It was agreed to add this to this next agenda.

On a motion of Supervisor Sennett, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, the concept of the 5-year Plan for Community Development Funding was approved subject to minor word changes and embellishments.

*Resolution #14-39*

**Minutes:** On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board, the minutes of February 20, 2014 were accepted as presented.

*Resolution #14-40*

**Authorize One Day Closing of Transfer Station:** On a motion of Councilor Greenfield, seconded by Councilor Murray, and with unanimous (5-0) affirmation of the Town Board, it was authorized to close the Transfer Station on Tuesday, June 10<sup>th</sup> so that employees could attend a day-long safety training session. It was agreed to add this to the Town’s website and to add signage at the Transfer Station.

*Resolution #14-41*

**YMCA Request to Use Austin Park – Bon Ton Roulet:** Sue Murphy said that two years ago 600 bikers with the Bon Ton Roulet event put up tents in Austin Park and spent the night. The Mottville and Skaneateles Fire Departments were paid to provide dinner and breakfast at Austin Pavilion for the bikers. She said that the Y requested approval of this 2014 event in the fall of 2013. The Town Board minutes of October 24, 2013 state that

the Town Board approved this event and Councilor McGlynn asked “if our costs could be tracked for this special event and just charge them what the expenses are. Bridgett Winkelman said that she would be able to track this event and invoice them for the actual labor charges.”

On February 17, 2014 Amy Wallner from the Y submitted a letter asking for additional approvals for this event.

Sue Murphy said the Y would like to return this year on July 25<sup>th</sup> and they would be gone by 10 a.m. on July 26<sup>th</sup>. They again would enlist the fire departments to provide dinner and breakfast and would like to have the ability to provide alcohol (beer and wine) during the entertaining from 7 p.m. to 10 p.m. on July 25<sup>th</sup>. As was done previously they also want to have a shower truck which will be stationed at the Y. She said Eric Sell is fine with the water hydrant they want to use she is just not sure where it will be discharged to. She said Lakeshore Baseball is willing to change their schedule to start at 11 a.m. that day.

Supervisor Sennett said she discussed this with Kurt Kramer from the Y and told him they would have to engage a police officer or the Town Constable if alcohol is provided. She said this is a great community event bringing many people to the community plus an opportunity for the fire departments to raise money.

On a motion of Supervisor Sennett, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board approving the additional requests for the Bon Ton Roulet event for use of Austin Pavilion and the Park on July 25<sup>th</sup> and July 26<sup>th</sup>, with the following conditions: that the Village of Skaneateles approves the use of alcohol, that a police officer or constable is hired for security purposes from 7 p.m. to 10 p.m., that the Y provides an updated insurance certificate naming the Town and Village of Skaneateles as additional insureds, that the shower truck uses the hydrant approved by Eric Sell and does not discharge into our storm water system.

#### *Resolution #14-42*

**Searing Fitness Request To Utilize Clift Park:** Dick Searing, reported to the Board that he started a new business last year called Searing Fitness. He would like to utilize Clift Park again this year for last 2014 Summer Triathlon Training. He will provide a certificate of insurance naming the Town and Village of Skaneateles as additional insureds. He has been before the Village Board and discussed this with the Village Police Department. Everything is basically the same as he has done in the past years.

Councilor Howard asked if his participants have a problem with “duck itch”. Mr. Searing said that not really. They use wet suits, or they have a cream they use.

On a motion of Councilor Howard seconded by Councilor Greenfield and with unanimous (5-0) affirmation of the Town Board, Dick Searing was approved to use Clift Park mornings at 6 a.m., on Monday evenings after 6:30 p.m. and on five Saturday mornings from 7 a.m. to 8:30 a.m. monitored by coaches and lifeguards, and that Mr. Searing provide an updated insurance certificate naming the Town and Village as additional insureds.

*Resolution #14-43*

**Grace Chapel Request:** Councilor Murray made a motion, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board Grace Chapel was approved to have a baptism service in the lake at Clift Park on Sunday, August 17, 2014 between 9 a.m. and 11 a.m. and to rent the Picnic Pavilion at Austin Park on July 27<sup>th</sup> at a cost of \$40 subject to receiving a certificate of insurance naming the Town and Village of Skaneateles as additional insureds.

*Resolution #14-44*

**Approval of Farmers Market Rules:** Sue Murphy said there are minor changes to the rules from last year. The changes are with the Saturday market that wants to go back to starting at 10 a.m. to 1 p.m. instead of 9 a.m. to 1 p.m. The Saturday market will now begin in May as will the Thursday market.

On a motion of Councilor Howard, seconded by Councilor Greenfield and with unanimous (5-0) affirmation of the Town Board the updated Farmers Market Application and Guidelines for 2014 was approved.

*Resolution #14-45*

**Establishment of Planning & Zoning Sub-Committee:** Supervisor Sennett said forming this committee was a Steven Tucker initiative when he realized that the Town Zoning Code lacked many zoning definitions such as a definition for right-of-way or easement. He believes it needs clarification. Supervisor Sennett said she agreed and that this committee would not be in conflict with the work that is being done on the update to the Comprehensive Plan.

Councilor Brace said that this would not be a permanent committee.

On a motion of Councilor Greenfield, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board the Planning & Zoning Sub-Committee was established with the following members:

From the Zoning Board of Appeals:	Steven Tucker & Sherill Ketchum
From the Planning Board:	Mark Tucker & Scott Winkelman
From the Town Board:	Mary Sennett & Connie Brace

*Resolution #14-46*

**Reserve Fund Transfer:** On a motion of Supervisor Sennett, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, authorization was given to transfer not to exceed \$11,000 from the Water Consolidated Repair Reserve Fund, for a meter pit at the State Street Welch Allyn plant, subject to the permissive referendum requirements of Town Law and General Municipal Law.

**Announcements and Correspondence:**

▪*Update on Regina Middleton/Sustainable Skaneateles Proposal:* Councilor Murray reported that she and Sue Murphy met with Regina Middleton to work on the structure and criteria. Residents would need to apply and pay a fee to obtain one parking place at the Austin Pavilion parking lot to sell their garage sale items. The Town Board agreed to call this opportunity for

residents to reduce, reuse, recycle and repair items around their house a “Remarket”. More details will follow.

*Resolution #14-47*

▪*Rescue Mission Trailer at Transfer Station:* Allan Wellington reported that the Rescue Mission would be removing their trailer at the Transfer Station because of low volume. They stated that they could put a storage pod there for people to place things in on their own. He said that St. Pauley’s also has a deposit center at the Transfer Station and they pay the Town 4 cents a pound. Last year that amounted to \$1600. The Rescue Mission did not pay the Town.

On a motion of Councilor Greenfield, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board, it was agreed that after the Rescue Mission Trailer was removed that only the St. Pauleys deposit building would continue.

▪*Court – receipt of JCAP grant:* Supervisor Sennett reported that the Skaneateles Town Court was awarded a grant applied for by Deborah Zennamo that paid for some changes to the court office and a new desk. The Town Board congratulated the Court.

▪*Jim Buff Letter – Re: co-locate with Village:* Supervisor Sennett noted that the Town Board was in receipt of a letter from Jim Buff with options and concerns and things to consider when deciding to co-locate the Town Offices with the Village.

▪*Town Board Work Session Update – Proposal to co-locate with Village:* Supervisor Sennett said that a great work session was held on February 24<sup>th</sup> to evaluate our current Town Hall and the proposed facility. A tour of the Village offices and bays has been scheduled for 5 p.m. on March 10<sup>th</sup>. Peter Wiles did a great job facilitating the meeting.

▪*Syracuse Metropolitan Transportation Council (SMTC) – Grant Opportunities:* Supervisor Sennett reported that the Town was notified that Syracuse Metropolitan Transportation Council (SMTC) announced funding for the Transportation Alternatives Program (TAP). The workshop is being held on March 27<sup>th</sup> at the Zoo. She reported that she met with Allen Wellington regarding finding ways to continue the Charlie Major Nature Trail towards the Village. The problem is crossing Old Seneca Turnpike safely by going over it or under it. She also discussed this with Paul Hood at the County Department of Transportation who said going under the road at the bridge would be a very good idea. The County supports using pedestrian culverts known as “cattle crossings”. The Town Board previously authorized the creation of an Engineering Advisory Committee and the following members have agreed to volunteer for this committee:

- David Graham
- Hamilton Fish
- Bill Volcko
- Ken Kaufman

Supervisor Sennett believes this is the right committee to look into possible funding to find ways to extend the nature trail to the Village, and she believes that the SMTC would provide that opportunity. Bill Volcko has agreed to attend and Councilor Greenfield will try to attend as well.

▪*Chamber of Commerce Letter – Support of Town/Village co-location:* Supervisor Sennett reported that the Town Board was in receipt of a letter from the Chamber of Commerce in support of co-locating to the Village.

▪*Comprehensive Plan Committee Update:* Councilor Howard reported that she attended the Comprehensive Planning Committee last night. They have finished the text portion and now are reviewing the data, charts, tables and illustrations. They still believe they are on schedule to submit this to the Town at the beginning of April.

*Resolution #14-48*

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

General Fund

\$ 71.00	Increase	085101.01.001.00	Community Beautification – P/S
\$ 71.00	Decrease	085104.01.004.00	Community Beautification – C/E

Payroll costs associated with plowing Conservation area.


*Resolution #14-49*

**Abstract #14-5:** On a motion of Councilor Greenfield, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, voucher #14-0223-#14-0270 from the following funds were authorized:

General Fund: \$20,943.28	Part Town: \$4,183.00
Highway: \$25,331.89	Lighting: \$2,228.15
Water: \$ 3,467.01	Limeledge: \$1,759.76
T & A: \$ 1,091.52	

Total: \$59,004.61

Respectfully submitted,



Janet L. Aaron  
Town Clerk