

**Town Board Meeting**  
**April 3, 2014**  
**7:00 p.m.**

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

**Also Present:** Jonathan Monfiletto (Skaneateles Journal), Bill Pavlus, Beth Batlle, Sue Murphy, Bridgett Winkelman, Joe Genco (Skaneateles Press), Allan Wellington, Lonnie Warner, Paul Fiutak.

**Department Reports**

▪*Highway, Transfer Station, Water:* Allan Wellington said they have plowed 11 times since the last meeting. They are doing shoulder and washout repairs and fixing potholes. They have been busy at the Transfer Station selling permits and letting residents know that in the future all permits will be due each January. DiMarco's signed their contract for mulch removal and they have already taken a few loads. They installed three new remote read meters and have met with the Village regarding the East Street waterline replacement.

Councilor Howard questioned if they had installed the Welch Allyn meter pit. Allan Wellington said that they still had to wait the 30 days to meet the requirements for transferring from the reserve fund.

▪*Parks:* Sue Murphy reported that the bleachers have been moved out of the rink in anticipation of putting up the netting. The tennis nets have been put up on four of the six courts and she said people were waiting to play. She completed the 60-day report for the health department for the PlayDay program and is working on the 30-day report for PlayDay and the waterfront. They will begin interviewing for the PlayDay counselor positions this Saturday and lifeguard positions after April break. She ordered two portable AED's for Austin Park and waterfront and with the money left over in this budget she will be getting proposals for security cameras at the Sim's building. She said the Town Board is in receipt of the guidelines for the Re-Market. At the next meeting she will be asking the Board to authorize a transfer from the reserve fund in order to purchase a budgeted pickup truck from State bid.

Councilor Brace said there was a lot of enthusiasm for the ReMarket. This was the initiative of Sustainable Skaneateles where residents could gather in one place and this would reduce the garage sale signage. She said the Re-Market would be a reuse sale and was not for new or homemade items. The Re-Market would start on May 3<sup>rd</sup>. She thanked Sue Murphy for the good job on the guidelines.

*Resolution #14-60*

**ReMarket Guidelines:** On a motion of Councilor Murray, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board the ReMarket Guidelines were approved as presented.

Supervisor Sennett asked Sue Murphy to prepare a Press Release for the ReMarket. Councilor Murray asked if a specific person would oversee the ReMarket besides Sue Murphy. Supervisor Sennett said Regina Middleton and Councilor Brace have agreed to be involved. Councilor Murray said she would help as well.

▪*Planning & Zoning Report:* Supervisor Sennett reviewed the Planning and Zoning Report showing 16 building permits issued by Codes Enforcement, 1 pre-app meeting for the Zoning Officer and 7 various applications for the Planning Board.

▪*Historian:* Supervisor Sennett remarked on the lovely article on Beth and Jorge Battle in the Skaneateles Journal this week regarding the work they are doing as Town and Village Historians. Beth Battle thanked Supervisor Sennett and also thanked the Town Board for allowing her to go to the Historian's Conference in Saratoga. They went to Solomon Northrup's ("12 Years a Slave") trail through Saratoga, had workshops and lectures on uncommon approaches to the Common Core, and learned about GIS for Historians. They toured the Saratoga Racing museum, the old gambling Casino and the NYS Military Museum. Beth Battle recommended Laurel Auchenpaugh, the Town of Owasco Historian for the Franklin D. Roosevelt Historian Professional Achievement Award and it was presented to her at by her Town Supervisor at their March 27<sup>th</sup> Town Board meeting.

Ms. Battle said she had finished another historical booklet entitled "The Tragic Tales of Skaneateles" which is available for sale at the Creamery.

▪*Budget:* Bridgett Winkelman said that the first quarterly taxes were filed and that water #2 was billed. Seven more remote water meters were installed and they have only about 18 left to do. Just shy of 1,000 have been installed in less than two years thanks to the support of the Highway Department. She has been reviewing the budgets of all departments and working with department heads as they complete the first quarter.

*Resolution #14-61*

**Minutes:** On a motion of Councilor Murray, seconded by Councilor Greenfield and with unanimous (5-0) affirmation of the Town Board the minutes of March 20<sup>th</sup> were accepted as presented.

*Resolution #14-62*

**Authorize Bids – Transfer Station:** On a motion of Councilor Greenfield, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, the bid specs for the removal of garbage, recyclables and scrap wood were accepted by the Board and a bid opening date of 10 a.m. on April 29<sup>th</sup> was scheduled.

*Resolution #14-63*

**Introductory Local Law 2014-A “ A Local Law Regarding the Date for the Board of Assessment Review to Meet and to Hear Complaints Regarding Real Property Tax Assessments in the Town”.** Supervisor Sennett said that Linda Wright, Assessor is also Assessor in other Towns and requested to have Grievance Day changed from the normal date of the 4<sup>th</sup> Tuesday in May to the first Tuesday in June. A local law enactment is required to change the date. The Introductory Local Law was distributed for the Town Board to review.

On a motion of Councilor Greenfield, seconded by Councilor Murray and with unanimous (5-0) affirmation on the Town Board, the Town Board introduced Local Law 2014-A and scheduled a public hearing for 7:15 p.m. on April 17, 2014 to consider Introductory Local Law 2014-A.



*Resolution #14-64*

**Safety Meeting Update:** Julie Stenger reported that safety training including Workplace Violence Training is required for all employees, elected, full and part time as well as all appointed committees and boards. She said it is difficult for everyone to be able to attend scheduled training classes. Supervisor Sennett reached out to BOCES who offered an online class that everyone could take at their convenience. The cost would be \$350 a year for up to 50 employees

Supervisor Sennett said that the Transfer Station was closed for a day of training because the Highway, Water and Transfer Station employees are required to have much more extensive training than the office staff. The office staff is mandated to complete a couple training modules in order to comply. She believes it will be relatively painless.

Councilor Howard said that this looks like a good solution to meet the mandated requirements.

On a motion of Supervisor Sennett, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board, Supervisor Sennett was authorized to sign the one year contract with OCMBOCES at a cost of \$350.

Julie Stenger said that our insurance company recommended that the Town install panic buttons at Town Hall and the Outreach Office. She received a proposal from Herrtronic who already monitor the water and smoke detectors at Town Hall and they submitted a proposal to add a panic button in the court office, the Town Clerk's counter, and two upstairs at yet to be determined locations. The buttons would be monitored by Herrtronic and would also notify 911 who would dispatch the police. The cost would be \$887 to install wireless panic buttons that would include training of staff plus a \$25 per month monitoring fee.

On a motion of Councilor Howard, seconded by Councilor Greenfield, and with unanimous (5-0) affirmation of the Town Board, Supervisor Sennett was authorized to sign the agreement with Herrtronic, Inc. in the amount of \$887 plus 24-hour monitoring with time and test at \$25 per month.

Supervisor Sennett asked Julie Stenger to contact our insurance carrier, NYS Municipal Workers' Compensation Alliance to let them know that their recommendations have been implemented.

*Resolution #14-65*

**Schedule Town Board Work Session:** On a motion of Supervisor Sennett, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Board, a work session of the Town Board was scheduled for 5:30 p.m. on April 7, 2014 to continue reviewing the offer by the Village to move the Town offices to their property on Fennell Street.

#### **Announcements/Correspondence/Updates**

▪*Training Session in Cortland Update:* – Councilor Murray reported that it was an excellent meeting that covered SEQRA Basics, Land Use Moratoria and Local Regulations Enactment Procedures. Everything was very well explained. Councilor Brace said that they explained what triggers SEQRA and that you have to do due diligence if it is decided



SEQRA is not necessary. Supervisor Sennett said that there are new SEQRA forms that take a more stringent look at environmental issues. Attorney Taylor said that there are webinars on the new form.

▪*Western Gateway Update:* Councilor Murray said that she and Supervisor Sennett met with Ann Neibert and Nancy Easter from the Skaneateles Garden Club on the tree choices for the Western Gateway. They recommended some different trees in certain locations that might be better suited. The change will require NYSDOT approval. Councilor Murray said she would meet with Larry Hasard to get the approval of NYSDOT. Supervisor Sennett said she was grateful for their input and that they did a thoughtful analysis.

▪*Comprehensive Plan Update:* Councilor Brace said that she and Councilor Howard as Town representatives met with the Village representatives, Doug Sutherland and Carol Stokes-Cawley today and they will meet again to review the text, goals and action items. Councilor Brace said that the Comprehensive Plan Committee was working on graphics, data and demographics and she thought they would be finished with that part by April 30<sup>th</sup>. Councilor Howard said it is a big document and may take longer than anticipated for the Town and Village group to review.

▪*ZBA Vacancy Update:* Supervisor Sennett said they have advertised and interviewed and are still faced with an empty seat. Denise Rhoads, ZBA Chair has also reached out. She said this is not a huge commitment but is a very important role in determining if a permit should be allowed a variance. The ZBA meets once a month in addition to monthly site visits..

▪*Open Space Committee Informational Meeting with Andy Zepp:* Councilor Howard said the committee is meeting every two to three weeks. They are organizing plans for the May 22<sup>nd</sup> informational meeting with Andy Zepp from the Finger Lakes Land Trust plus a speaker from the Skaneateles Lake Association. They will also have testimonials from Mark Tucker and Bob Dewitt who have entered into Conservation Easements. She hopes to garner interest for preservation of open space. They don't have a location for this meeting yet but it will be announced shortly.

▪*Stauffer Site Update:* Supervisor Sennett said that she and Councilor Howard and Julie Stenger met with John Grathwol, P.E. NYSDEC and a representative from the NYS Department of Health. They are optimistic that the cleanup is close to being completed. Julie Stenger who is a neighbor to the property said that they are at the same place they were a year ago. Councilor Murray said it was not ever considered a brownfield. Councilor Brace said it is a listed site and one of the top 50 in the country. Supervisor Sennett said we are fortunate to have Julie Stenger involved as she has the background to know the history of this site. The Supervisor plans to contact Envirospec Engineering, PLLC, who is the engineering firm for this site. It is expected that they will have the draft final engineering report this month. John Grathwol suggested that the Town contact Envirospec on redevelopment questions. Supervisor Sennett said she is a big believer that the squeaky wheel gets the grease.

*Resolution #14-66*

**Abstract #14-7:** Councilor Brace questioned the voucher for Wilmington Trust in the amount of \$250,000 with interest of \$4,750. Bridgett Winkelman said that was a short term BAN for the bridges that the Highway Department rebuilt. The BAN helped with cash flow. The Town Board can either pay it off within five years or turn it into a Bond.

Councilor Greenfield questioned the voucher for Zoning Officer, Dennis Dundon in the amount of \$1,543.75 for March and asked what projects he was working on. Supervisor Sennett said he

is an hourly consultant who works 16 hours a week at Town Hall and attends Zoning Board of Appeals Meetings and Planning and Zoning staff meetings. Councilor Greenfield questioned the cost for reviewing one project for March. Supervisor Sennett said that he also writes the denials for building permits that have to go to the Zoning Board of Appeals.

On a motion of Councilor Greenfield, seconded by Councilor Brace and with unanimous (5-0) approval of the Board, vouchers #14-0360 to #14-0409 from the following funds:

General Fund:	\$ 13,955.82	Part Town:	\$ 5,717.28
Highway:	\$269,755.83	Highway P/T:	\$ 335.83
Fire Protection:	\$238,625.00	Lighting:	\$ 1,867.96
Water:	\$ 1,950.94	T & A:	\$ 383.20

Total: \$532,591.86

**Additional Comments From Those In Attendance:**

▪*Bill Pavlus commented that there is a 50 acre parcel that is clean on the Stauffer Site. He also commented that Stauffer, the NYSDEC and Health Department normally come to Hamlet Meetings. Supervisor Sennett said they were not coming to this meeting because there was nothing new to report.*

▪*Paul Fiutak said that there is a Zoning Board of Appeals in the Village and maybe the Town should ask if the Town could share one of their Board members to sit in until a new member is found. Supervisor Sennett said that the Town and Village Codes are very different but would take his suggestion under consideration. Ideally it would be better to have a permanent person in that seat.*

Meeting adjourned at 8:05 p.m.

Respectfully submitted,



Janet L. Aaron  
Town Clerk



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Town of Skaneateles  
Introductory Local Law 2014-A  
A Local Law Regarding the Date for The Board of Assessment Review to meet and to hear  
complaints regarding Real Property Tax Assessments in the Town

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Be it enacted by the Town Board of the Town of Skaneateles as follows:

Section 1. Title

This local law shall be referred to as "Local Law Regarding the Date for the Board of Assessment Review to meet and to hear complaints regarding Real Property Tax Assessments in the Town".

Section 2. Purpose and Intent

This local law is intended to comply with the requirements of New York State law that Towns set a date for the Board of Assessment Review to hear complaints from taxpayers in relation to real property assessments, and to set that date for the Town's Board of Assessment Review to meet to hear complaints in relation to real property assessments in the Town as the first Tuesday in the month of June, commencing during calendar year 2014 pursuant to New York Real Property Tax Law Section 512 (1-a).

Section 3. Legislative Findings

The Board finds that the first Tuesday of the month of June is an appropriate time for the Board of Assessment Review to hear complaints in relation to assessments of real property in the Town, and convenient to the schedule of the Assessor, who is also employed as an assessor by other assessing units and unavailable on the fourth Tuesday of May.

Section 4.

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

Section 5.

This local law shall take effect immediately upon filing in the Office of the Secretary of State.