

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

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

**Also Present:** Tom McGuire (Skaneateles Journal) Beth Battle, Michael Drake, Sue Murphy, Bridgett Winkelman, Bill Pavlus, Allan Wellington, Jason Gabak (Skaneateles Press), Mark Tucker.

**Department Reports:**

*Highway, Water, Transfer Station:* Allan Wellington reported that the Highway Department was doing street sign repairs, assisting the highway departments in Marcellus and Elbridge, put in 600 feet of drainage pipe, mowed road shoulders, and participated in DOT training. In the Water Department they did maintenance on the pressure reducing valve, changed the meter at the County Club and with Doug Wickman worked with Welch Allyn who will be installing a new meter at no cost to the Town. At the Transfer Station they are doing general repairs and moving a lot of mulch.

*Parks:* Sue Murphy reported that PlayDay ends on August 15<sup>th</sup>. Both PlayDay and the waterfront passed all the Onondaga County Health Department inspections. The Mottville Fire Department Softball Tournament is this weekend. The construction of the dugouts will begin in September. Soccer fields are being prepared for fall play. After Labor Day they will prepare the rink for ice. Start date is planned for October 13<sup>th</sup>.

*Planning, Zoning & Codes:* Councilor Brace reviewed the activity report for the month of July showing 26 building permits issued, 5 pre-application meetings, 2 ZBA denials, 3 zoning amendments and 2 lot merger requests. She said activity is picking up in these departments.

*Historian:* Beth Battle said that last week she met with CNY Central News regarding the Roosevelt Family. She said she thought the Town Board may want to also know the history of the Roosevelt's in Skaneateles that started in 1692. In 1831 Nicholas Roosevelt bought the house on the corner of Leitch and Genesee Streets. His son, Lenry LaTrobe lived in the house at 116 E. Genesee Street the house currently owned by the Tuozzolos. Samuel Roosevelt purchased what is now Roosevelt Hall in 1899. He was an artist, married with no children and he left the house to Henry LaTrobe. Fred Roosevelt purchased what is now known as Stella Maris. There are 17 Roosevelt's buried at Lakeview Cemetery.

*Animal Control:* Supervisor Sennett reviewed 34 calls handled by Animal Control during July 2014.

*Budget:* Bridgett Winkelman reported that the Town Board was in receipt of the June Supervisor's Report and Monthly Fiscal Summary. She submitted budget packets to all

departments and has started working with department heads to prepare the budget. She billed and mailed water district #3.

*Resolution #14-117*

**Minutes:** On a motion of Councilor Greenfield seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board, the minutes of July 17, 2014 were accepted as presented.

**Draft Comprehensive Plan Update:** Councilor Brace said that the Comprehensive Plan is being reviewed by the Town and Village Planning Boards. They will submit their review and comments to the Town and Village Boards after they have a joint work session with the Comprehensive Review Committee and have finished their review. She said that it “isn’t ready for prime time yet” but that it is getting there.

Supervisor Sennett said that Attorney Taylor provided her with State statutes that regulate the procedure to follow for adopting the Comprehensive Plan. She said that the Planning Board is critical in the process as they are required to review the Plan first and then pass a resolution forwarding it on to the Town Board with their review or comments.

*Resolution #14-118*

**Landfill Monitoring Proposal – Plumley Engineers:** Supervisor Sennett said that the Engineering Advisory Committee reviewed the yearly landfill monitoring reports that NYSDEC requires each year. In 2013 this cost the Town \$10,000. Ken Kaufman has worked with Plumley Engineers and NYSDEC to find a way to reduce the frequency and the cost to the Town. Dale Vollmer, Environmental Engineering Manager with Plumley Engineering, P.C. submitted the following proposal:

1. We will complete the trend analysis (charting of the data).
2. We will draft a letter to the DEC for your signature requesting the following changes in the monitoring program:
  - a. Change baseline monitoring to a 3 year cycle with the next events due in 2016, 2019, 2022 and 2025.
  - b. Eliminate the two monitoring wells in the program (MW-3S and DCG-4S) since these areas are adequately monitored by adjacent wells (DCG-3D and DCG-4D, respectively).
  - c. Eliminate volatile organic compounds from future analytical work since no VOCs have ever been detected.
  - d. Continue the annual physical inspection and reporting.

Mr. Vollmer said that they estimate the cost savings if these changes are accepted will be approximately \$8,000 per year for the years with no sampling and analysis and about \$1,000 per

year for the reduced analytical program. This would total about \$68,000 through 2025 when we expect the monitoring program will terminate.

Our cost to complete this work (letter and data analysis) will be approximately \$1,800. This includes attending the meeting on July 17, 2014 and the partially completed graphs we had for the meeting.

On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board the proposal as outlined above in the amount not to exceed \$1,800 was authorized.

Councilor Brace thanked Supervisor Sennett for pursuing the cost savings.

*Resolution #14-119*

**Procurement Policy Update:** Supervisor Sennett noted that it had been brought to the Board's attention by Attorney Taylor that the Procurement Policy should be updated periodically to make sure it continues to comply with the General Municipal Law. Attorney Taylor reviewed and updated the current policy to comply with the law. He recommended that in the future the Town Board review the policy at their yearly organizational meeting.

On a motion of Councilor Murray, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, the updated procurement policy was accepted as presented.

*Resolution #14-120*

**Reserve Fund Transfer:** On a motion of Supervisor Sennett, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Board, the transfer of up to \$5,000 from the Allyn Arena Capital Improvement Reserve Fund was authorized for the repair/replacement of the roof over the Austin Pavilion lobby, subject to the permissive referendum requirements of General Municipal Law and Town Law.

*Resolution #14-121*

**Western Gateway Landscaping Bid:** Councilor Murray reported that one bid was received on July 31<sup>st</sup> from Fred Squires of Finger Lakes Landscape and Design LLC. Supervisor Sennett said she was pleased that a local provider bid on the project. The bid was broken down into Schedule A for the 16 trees that the Town could plant now with the donations received and Schedule B for the cost per tree for each additional tree that would be donated on a per request basis. The price would be good for one year and the trees would be warranted for 24 months, excluding vandalism, accident or neglect.

Mr. Squires said he was excited to do this project and glad to do it in his hometown.

On a motion of Councilor Murray, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, the Western Gateway Landscaping bid from Finger Lakes Landscape and Design LLC in the total amount of \$13,530 detailed as follows: Schedule A consisting of 16 trees in the amount of \$7,850 and schedule B consisting of 14 trees at \$400 for

each tree and services to plant was accepted subject to a fully executed contract that will be prepared by Attorney Taylor.

**Sign Ordinance Discussion:** Supervisor Sennett said that the Codes Office along with Councilor Greenfield and the Planning & Zoning Departments spent a lot of time updating the sign ordinance that was recently forwarded to the Town Board. In addition, some definitions have also been updated. The Town Board agreed to consider these changes by local law. Attorney Taylor will prepare the Introductory Local Law for the August 21, 2014 meeting.

*Resolution #14-122*

**Request for Proposal for Town Hall Cleaning Services:** On a motion by Councilor Murray, seconded by Councilor Greenfield, and with unanimous (5-0) affirmation of the Town Board, the authorization to receive proposals for Town Hall cleaning services was authorized.

**Announcements/Correspondence/Updates**

▪*Cornell Cooperative Extension – Septic Maintenance & Well Water Testing Workshop 8/13/14*

▪*Sundman Letter – re: Skaneateles Aerodrome*

▪*Jim McCabe Letter – re: truck convoys and small plane traffic*

▪*Proposed Village Local Law #4-2014 – Revised Parking Regulations – Fire Station:* Supervisor Sennett said that the public hearing will be at 7:30 p.m. on August 14<sup>th</sup> at the Village Hall.

▪*James Moore Letter – re: Status of Victory Sports Medicine Application:* Supervisor Sennett said that Mr. Moore was concerned about the status of Victory Sports Medicine Application. She said that the Planning Board attorney was looking into this.

▪*NYS Dept. of Labor – Safety Training:* Supervisor Sennett said that a list of locations for the safety training was provided.

▪*Onondaga Co. Soil & Water Conservation District – Emergency Stream Intervention Training:* Allan Wellington reported that he would be attending the training sessions in Cortland.

▪*Labor Day Parade Invitation – Skaneateles Fire Department:* Supervisor Sennett read a letter from Dan Evans, Fire Chief inviting the Board to participate in the Labor Day parade on Sunday, August 31<sup>st</sup>. Councilor Greenfield said he would get a car for the parade.

▪*Village of Skaneateles Climate Action Plan Public Meeting 7:00 p.m. 8/18/14:* Supervisor Sennett said that the Village has been working on this for a couple of years and they are now ready to share with the public.

▪*Senator DeFrancisco – \$50,000 funding for dry hydrants:* Supervisor Sennett read a letter from Senator John DeFrancisco notifying the Town that the grant of \$50,000 to help fund installation of dry hydrants in Clift and Thayer Parks has been approved. The Board thanked Senator for his efforts in obtaining this funding. She said she came in on the tail end of this and that Bill Pavlus had originally talked to the Senator about this project. Councilor Greenfield was also involved. This will supply an endless source of water.

Fred Squires said that this will be shared with Mottville Fire Department and will be a source of water 365 days a year. He said this is huge for firefighting in areas that may not have the water pressure or water availability. He said the Fire Department thanks Bill Pavlus and all the people involved in making this happen.

Supervisor Sennett said she will notify Congressman DeFrancisco the date for the ribbon cutting. *Stauffer Meeting October 7, 2014 at Mottville Fire Department:* Supervisor Sennett said that after meeting with representatives from NYSDEC and Stauffer, an informational meeting will be held at the Mottville Fire Department on October 7<sup>th</sup> for anyone wishing to hear updates on this project.

*Resolution #14-123*

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

**General Fund**

\$5,000.00	Increase	014404.01.004.00	Engineering – C/E
\$5,000.00	Decrease	019904.01.004.00	Contingency Account

Costs associated with Special project reviews

**General Fund**

\$ 90.00	Increase	085101.01.001.00	Community Beautification – P/S
\$ 90.00	Decrease	085104.01.004.00	Community Beautification – P/S

Costs associated with mowing conservation area

**Parttown**

\$ 75.00	Increase	080204.02.004.65	Planning –C/E - Advertising
\$ 75.00	Decrease	080204.02.004.00	Planning – C/E

Costs associated with print advertisements

*Resolution #14-124*

**Abstract #14-15:** On a motion of Councilor Murray, seconded by Councilor Greenfield, and with unanimous (5-0) approval of the Town Board, voucher # 14-0987 to #14-1086 were approved from the following funds:

General Fund:	\$34,648.89	Part Town:	\$ 2,193.35
Highway:	\$ 2,342.04	Highway P/T:	\$71,378.31
Lighting:	\$ 1,080.85	Water:	\$18,099.59
Water #5:	\$ 374.26	Sewer:	\$ 2,205.30
Sewer #6:	\$ 328.47	T & A:	\$ 1,780.72

Total: \$134,431.78

*Resolution #14-125*

**Executive Session:** On a motion of Supervisor Sennett, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board, the meeting was adjourned to Executive Session at 7:55 p.m. to discuss current litigation.

Meeting Returned to Open Session at 8:25 p.m.

*Resolution #14-126*

**Budget Workshop Schedule:** On a motion of Supervisor Sennett, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board, the following budget workshop schedule was approved:

5 p.m. to 7 p.m.      Monday, September 8, 2014  
5 p.m. to 7 p.m.      Thursday, September 11, 2014  
5 p.m. to 7 p.m.      Monday, September 15, 2014

Meeting adjourned at 8:35 p.m.

Respectfully submitted,



Janet L. Aaron  
Town Clerk