

**Town Board Meeting**  
**May 21, 2015**  
**7:00 p.m.**

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

**Also Present:** Pete Buehler, Sue Murphy, Beth Batlle, Jonathan Monfiletto (Skaneateles Journal), Jason Gabak (Skaneateles Press), Randy Nonemacher, Ken Kaufman, Allan Wellington, Jim Lanning, Tom Armstrong, Joe Vecchio.

**Department Reports**

*Highway, Water, Transfer Station:* Allan Wellington reported that the Highway Department delivered the docks that the Chamber installed at the jetty, did tree cleanup from the storms, and filled pot holes. They installed drainage pipes and completed seeding on Rickard Road. They also spent a day working at the Conservation Area. Pictures were shown of the work done at the Conservation Area. The Water Department did maintenance on a water valve on Railroad Street and delivered notices regarding hydrant flushing. At the Transfer Station they are busy keeping up with all the garbage coming in. The Constable has been there checking permits.

Randy Nonemacher and Ken Kaufman thanked the highway department for their help at the Conservation Area.

*Parks Department:* Sue Murphy showed pictures of the work that was done at Austin Park over the last few weeks. Flowers have been added, painting at the Sims Building, and clearing a new picnic area in the woods behind the Sims building. They uncovered a couple of fire pits in this area which they hope to rebuild for picnic use. She reported that the summer employees have updated their CPR training and that the Farmers Market is off to a good start.

Supervisor Sennett thanked Sue saying that the parks look great and that the added area will be a great picnic area for families. She said the park is a jewel.

*Budget:* Bridgett Winkelman reported that she submitted the April 2015 Supervisor's report and fiscal summary to the Town Board. She is working with the Parks Department for purchasing through our new program with the County.

*Fire Dept. Report:* 1<sup>st</sup> Assistant Chief, Peter Buehler submitted the April report showing 15 fire calls, 6 rescues, 4 assists with SAVES and 3 mutual aids for a total of 28 calls and 206.8 personnel hours. There have been 117 total calls for 2015, 5 more than last year. They had 3 drills in April accounting for 140 personnel hours. Total personnel hours for drills and calls during April was 346.8 and for 2014 1,725.8. This does not count the hours spent on committee meetings, state trainings, paperwork, monthly meetings, and general fire department maintenance. They have 4 upcoming training sessions in May and 5 meetings. They also reported that water rescue 2 will return to the water the middle of the month. They are again requesting a slip at the Country Club. Engine 11 is still being refurbished. They will be

installing parking signs in the parking lot in accordance with Village Local Law 2 of 2014. Pat Gannon was recognized for 25 years of service and was approved for life membership. Chief Buehler contacted Kiddie, a manufacturer of smoke and carbon monoxide alarms and was successful in obtaining 30 worry free alarms. They will be distributed to individuals within the fire district that presently do not have a carbon monoxide alarm. Future events include the High Stakes Money Drawing, and Annual Casino Night on August 1<sup>st</sup> and the Labor Day events on September 5<sup>th</sup> and 6<sup>th</sup>. He said that Mere Mortals will be back this year and they will also be looking for donations for the fireworks display. He encouraged the Town Board members to come and tour the Fire Department or attend any of their training sessions except the first Monday's of each month.

*Resolution #15-076*

**Waive Austin Pavilion Use – Skaneateles Fire Department:** On a motion of Supervisor Sennett, seconded by Councilor Greenfield, and with unanimous (5-0) affirmation of the Town Board, the fee for use of the Austin Pavilion was waived for the Fire Department for their annual Labor Day events on September 5<sup>th</sup> and September 6<sup>th</sup> and their August 1<sup>st</sup> Casino Night.

*Historian:* Beth Battle reported on the establishment of the American Red Cross established on May 21, 1881 and celebrating its 134<sup>th</sup> anniversary. Clara Barton was the first President. Charlotte L. Judd of Skaneateles was active in the Red Cross. She operated the “biggest pancake factory overseas” in France during WWI. This came about after she went to France in May 1918 to take over the operations of the YMCA hut at St. Aignan. Beth showed pictures of other Skaneateles volunteers.

*Resolution #15-077*

**Minutes:** Councilor Howard made a motion to accept the minutes of May 7, 2015 as presented. Seconded by Councilor Murray.

Councilor Howard	Yes
Councilor Brace	Abstain
Councilor Greenfield	Abstain
Councilor Murray	Yes
Supervisor Sennett	Yes

Carried 3-0

*Resolution #15-078*

**Office of Children & Family Services Program Application:** On a motion of Councilor Brace, seconded by Councilor Murray, and with unanimous (5-0) affirmation of the Town Board, Supervisor Sennett was authorized to sign the application to the NYS Office of Children & Family Services Program in order to receive funding for the PlayDay Program.

**Zoning Analysis – Request for Qualifications:** Supervisor Sennett said on May 11<sup>th</sup> there was a presentation on form based zoning. Part of the discussion recommended doing a zoning analysis of our Town Code and set priorities on how to move forward with zoning updates and for someone to work with the Planning Board and Zoning Board to determine the issues. She said requirements will need to be put together for qualifications. Councilor Brace and Supervisor Sennett said they would work together to draft the request for qualifications for the Town Board to consider at the June 4, 2015 meeting.

*Resolution #15-079*

**Agreement to Spend Town Highway Funds:** On a motion of Councilor Greenfield, seconded by Councilor Murray and with the unanimous (5-0) affirmation of the Town Board the following agreement for the expenditure of Highway moneys was approved:

Agreement BETWEEN THE Highway Superintendent of the Town of Skaneateles, Onondaga County, New York, and the undersigned members of the Town Board. Pursuant to the provisions of section 284 of the Highway Law, we agree that moneys levied and collected in the Town for repair and improvement of highways shall be expended as follows:

1. GENERAL REPAIRS. The sum of **\$50,000** shall be set aside to be expended for primary work and general repairs upon **40.82** miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.
2. PERMANENT IMPROVEMENTS. The following estimated sums shall be set aside to be expended for the permanent improvements of Town highways:
  - a. On Mill Road commencing at Old Seneca Turnpike and ending at Crow Hill Road a distance of **.79** miles, there shall be expended not over the sum of **\$99,428** (CHIPS Funding). On East Street, commencing on the Town/Village line, and ending on State Street, a distance of **.53** miles, there shall be expended not over the sum of **\$46,659**.
  - b. The following roads will be treated with a new seal coat of oil & stone at estimated costs as follows:

1. Fisher Rd	.61	\$ 9,207
2. Rickard Rd	1.44	\$21,664
3. Short Rd	.56	\$ 8,473
Additional Chipper Rental		<u>\$ 1,800</u>
	2.61 miles	\$41,144

*Resolution #15-080*

**Authorize Additional Hours for Michele Norstad – Zoning Board of Appeals Secretary:** Supervisor Sennett reported that Denise Rhoads submitted a letter to the Town Board that she and Karen Barkdull recommend increasing the hours of Michele Norstad, Secretary to the Zoning Board of Appeals from the 10 hours she works now per week to 15 hours per week due to the increase work load in the Planning and Zoning Departments.

On a motion of Councilor Murray, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board Michele Norstad's hours were increased to 15 hours per week effective immediately.

**Announcements/Correspondence/Updates**

▪*Update on 2015 Dog Census:* Town Clerk, Janet Aaron reported that the dog enumeration (census) had been very successful. In February 3000 notices were mailed to residents of the Town. 777 seconded notices were subsequently mailed. At the beginning of the census there were 970 dogs licensed in the Town. As of today, there are 1252 dogs licensed and during that period 347 dog licenses were also renewed and updated with corrections. She thanked Julie Stenger and Jessica Stone for all the work they did on completing this enumeration which generated 282 additional licensed dogs over a 3-month period.

▪*Memorial Day Parade:* Supervisor Sennett reminded the Town Board to meet at the Robert Hydon American Legion at 8:30 a.m. for the Memorial Day parade. A Memorial Day observance will also be held at the Mottville and Shepard Settlement Cemeteries with speaker, Town Justice, Kathleen Dell beginning at 8:30 a.m.

▪*Email from Lisa Byrne:* Supervisor Sennett reported that Lisa Byrne submitted an email asking about the SEQR process that the Town Board will be following regarding the Dower Annexation petition and specifically the dates regarding the 90 day deadline. Supervisor Sennett asked Attorney Taylor to respond to the question.

Attorney Taylor said that under the annexation law, when the Dower Petition was submitted typically the town and village would act within 90 days. However, SEQR law prohibits the town and village boards from acting on the annexation petition until SEQR is completed. The courts have interpreted that since the Boards can't act, the 90 days is stayed. The applicant has acknowledged that and there is a letter from the applicants' attorney stating they agree that the 90 days is stayed until SEQR is completed. The Town Board also received a Traffic Operation Review Report from GTS Consulting today, but no one has had an opportunity to review it. He said that SEQR is still ongoing and therefore, the 90 days is stayed. The 90 days doesn't begin until SEQR is completed.

Supervisor Sennett said that this morning she and Councilor Greenfield met with Gary Dower regarding the drainage which is one of the outstanding SEQR issues. Mr. Dower's engineer and the Town's engineer are going to work together to present the Board with some solutions for surface runoff. The Board will be waiting for that before they proceed with any more SEQR review.

▪*Letter from Tom Higgins:* Supervisor Sennett noted receipt of a letter from Tom Higgins regarding the Town Hall relocation.

▪*Community Development Income Survey:* Supervisor Sennett said that the Town applied for a Community Development grant last winter to fund a nature play area in Skaneateles Falls. Initially the Town was given every indication that they would receive funding until Community Development decided to eliminate the eligible areas in Skaneateles Falls. Recently she received a call from Community Development encouraging her to do an income survey in the Skaneateles Falls area and if enough residents respond who are considered medium to low income, the Town could receive this funding. She thanked Julie Stenger for pulling together a mailing list. She and Jessica Stone worked together to mail out the letters with an income range verification questionnaire. Supervisor Sennett stressed that all information is confidential and mailed directly to the County. The Town will never have the information.

Councilor Brace thanked Supervisor Sennett for her diligence in working to get the funding for what could be a very wonderful park for the Skaneateles Falls residents.

▪*NYS Town Clerks Registered Municipal Clerk – Janet Aaron:* Supervisor Sennett referred to a letter received from the President of the NYS Town Clerks Association stating that Janet Aaron had received a renewal of her designation as Registered Municipal Clerk by completing the continuing education and experience requirements for the certification. Councilor Brace said she

appreciates the support that Clerk Aaron gives to the Board and for being well-organized. Supervisor Sennett agreed with Councilor Brace.

▪*Open Space Committee Meeting Update:* Councilor Howard said that Councilor Brace also attended the meeting on May 20<sup>th</sup> which was the first work session with Ann Saltman who was appointed by the CNY Regional Planning and Development Board to be their leader on this project. She has a lot of experience in this realm and brought many maps. Essentially the committee will be working with these maps. They discussed view sheds, preserving farmland, and identifying critical environmental areas. This is an identification process of what we value and what we want to preserve and then these areas are mapped. There will be a full report eventually, but it is a long process. It is very detailed and it will eventually be an addendum to the Comprehensive Plan. Councilor Brace said that the Town's obligation is \$15,000 over a 3-year period in order to receive the \$45,000 NYSERDA grant money. She does not believe it will take the full three years to complete.

Councilor Brace said that Ann Saltman brought the SAVIT report to the work session. The SAVIT report was part of the 1996 Comprehensive Plan identifying view sheds. She said Ms. Saltman laid out a well thought out schedule of completion.

#### **Additional Comments Not Listed On Agenda**

▪*Jim Lanning Question Regarding Higgins Letter:* Jim Lanning questioned the content of Tom Higgins letter. Supervisor Sennett said that Mr. Higgins asked the Town Board to consider the school district office location.

▪*Betsey Casey – Skaneateles Youth Hockey:* Betsey Casey, board member with the Skaneateles Youth Hockey Association said she is the scheduler for their 18 teams and they are running into a situation that they are trying to find alternatives for. She asked if there was any way that the Austin Pavilion could have ice for one more season. The Y has stated that there is no guarantees what ice time will be available for youth hockey until the new rink opens which may not be until December or later. Right now they are allocating less than 10 hours of ice time for all teams. She said she is afraid that the program will lose kids that they will never get back. She said she is very passionate about this as she has been part of this program for 17 years. She asked what the status was with the equipment at the old rink. She has heard the chiller equipment is still at the rink and questioned who it belongs to, the Town or the Y. She said that the Youth Hockey Association would consider purchasing the equipment and then asked the Town Board to respond to this request.

Supervisor Sennett said she met with her previously and explained that the Town is working on an arrangement with the Y. It is being handled by the Town's attorney and the attorney for the Y. She said this is in process and the details are being worked out.

Betsey Casey asked if they could obtain their own chiller would they have use of the facility. Supervisor Sennett said to come to the Town Board with a written proposal.

#### *Resolution #15-081*

**Budget Adjustments:** On a motion of Councilor Greenfield, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board, the following budget adjustments were authorized:

EW Consolidated Fund

\$ 1,535.00	Increase	010104.01.004.00	Town Board – C/E
\$ 500.00	Increase	071104.01004.68	Summer Parks – Misc. \$ 2,035.00
	Decrease	019904.01.004.00	Contingency Account

Cost associated with Action Reporting – Dower Annexation Transcript, National Grid – one time parking costs.

EW Consolidated Fund

\$ 125.00	Increase	090898.08.008.00	Other Employee Benefits
\$ 125.00	Decrease	083104.08.004.00	Water Admin

Cost associated with HRA administration

**Abstract #15-10:** On a motion of Councilor Murray, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Bard vouchers # 15-0548 to #15-0628 were approved from the following funds:

General Fund:	\$52,105.12	Part Town:	\$ 2,883.59
Highway:	\$ 4,539.82	Hwy P/T:	\$ 4,651.37
Lighting:	\$ 1,222.22	Water:	\$17,387.86
Water #5:	\$ 147.46	Sewer:	\$ 1,077.39
Sewer #6:	\$ 241.22	T & A:	\$ 2,836.07

Total: \$87,092.12

Meeting adjourned at 7:45 p.m.

Respectfully Submitted,



Janet L. Aaron  
Town Clerk