

TOWN BOARD MEETING

October 15, 2015

7:00 p.m.

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

Also Present: Pete Buehler, Jonathan Monfiletto (Skaneateles Journal), Jason Gabak (Skaneateles Press), Bridgett Winkelman, Dana Pickering, Robert Harris, David Colegrove, Jessica Millman and Charlotte Millman.

Department Reports:

▪*Highway, Water, Transfer Station:* Councilor Greenfield reviewed Allan Wellington's report stating that they milled and paved East Street, paved on Fennell Street to complete the bridge and then opened Fennell Street on October 7th. They also mowed roadsides, repaired equipment and installed a driveway culvert. The Water Department performed quarterly maintenance on the three pressure reducing valves, flushed hydrants in District #2 for two days and had three employees attend water training to keep their water license and certification current. The Transfer Station held a paper shred day with Pro Shred on Saturday, October 3rd from 9 a.m. to noon. This free event for permit holders was very successful. DeMarco Landscaping trucked out more mulch. The hard fill site and brush site was cleared off and the employee office building now has electric power.

▪*Parks:* Supervisor Sennett reviewed Sue Murphy's report stating that the dead pine trees were taken down, the baseball backstops have been repaired, and the winter Farmers Market starts today. Due to the beautiful weather the market was still held outside. They plan to start the drainage project on the walking path east of the Austin Pavilion to alleviate the icing issues during cold weather. This area will be blocked off during the project. Supervisor Sennett reviewed the pictures being shown on the overhead screen showing the new flowering crab apple trees that the Skaneateles Garden Club donated and that Sue Murphy and Gene LaForte helped by removing the old trees and preparing the area and the holes for the new trees. Supervisor Sennett praised the work done on this project. Pictures were also displayed of a large storage tank that Gene LaForte transformed so that it could be left by the trees so they could be watered.

▪*Budget:* Bridgett Winkelman reported that she filed the quarterly payroll reports and that the Preliminary Budget will be available for public review by October 23rd.

▪*Animal Control:* Councilor Greenfield reviewed the September report showing 11 calls including a dog bite which lead to a filing of a Dangerous Dog complaint with the Justice Court.

▪*Constable:* Supervisor Sennett said that Tom Adessa, the Town Constable provides security each Wednesday for the Justice Court, works at the Boat Launch on busy holidays and at the Transfer Station to check that residents have current permits.

Tom Adessa reported that they were busy at the NYSDEC Boat Launch and even though they wrote fewer tickets for parking issues, tickets were also issued for unregistered trailers and un-inspected vehicles. He said he has addressed the issue of vehicles parking without boat trailers with David Lemon at Region 7 NYSDEC and Environmental Conservation Officer Don Damrath. Plans are for a larger sign to be installed in the spring of 2016 notifying users of the parking regulations. He said on opening day of bass season someone locked the gate at the State

Boat Launch in what appeared to be an effort to deter fisherman who traveled here from New Jersey for a bass tournament. This not only created a safety hazard on Rt. 41A, but the publicity surrounding this incident only served to draw more attention to the quality bass fishing on Skaneateles Lake. Many of the fisherman commented on how beautiful the lake and area was and that they plan to bring their families back.

▪*Fire Department Report:* Dana Pickering reported that they have three training sessions and three meetings in October. The membership approved the sale of the surplus American Eagle Engine to the Sanitaria Springs Volunteer Fire Department in the Town of Coleville for \$5,500. The price was reduced to aid this rural department. He said the membership approved the purchase of a new Engine from 4Guys Fire Apparatus for the Coon Hill Station not to exceed \$350,000. This will replace a 26 year old engine. During September they voted in three new firematic members, Quynn Costello, George Dobrovosky and Jason Bush.

Resolution #15-169

Trees for Cameron Kenan Playground: Jessica Millman reported that the Cameron Kenan Playground Committee received a generous donation of \$3,600 from the Winkelman foundation that will be used to do some landscaping around the playground. Foxfield Nursery and Landscaping in Camillus is donating their time to plant the 9 large size trees consisting of crimson maples, oak and red maples. They are also upgrading the trash receptacle and adding a sign holder for the named playground and landscaping to this area. The Kenan family is donating the receptacle and plantings. They hope to begin the planting at the beginning of November. Ms. Millman said she is here to obtain approval from the Town Board.

Supervisor Sennett said that this has been reviewed by Sue Murphy and who agrees with the design and that the signage area will be low maintenance. She said that this will provide shade for the playground and that this is a wonderful donation.

On a motion of Councilor Howard, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board, the plan as outlined by Jessica Millman for the Cameron Kenan Playground at Austin Park was approved and the trees, landscaping, sign and receptacle were accepted additions to the Park.

Resolution #15-170

Minutes: On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board the minutes of October 1, 2015 were accepted as presented.

Resolution #15-171

Contract with Onondaga County DOT - \$30,000 Funding For Fennell Street Bridge: On a motion of Councilor Greenfield, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board, Supervisor Sennett was authorized to sign the Intermunicipal Agreement with Onondaga County Department of Transportation for \$30,000 in financial assistance for the Fennell Street Bridge replacement.

Resolution #15-172

C & S Proposal to Prepare Bid Documents for Clift Park Waterfront Repairs: Supervisor Sennett reported that at the last meeting the proposal from C & S was

submitted to the Town Board to refurbish the swim entrance and seawalls at Clift Park. The proposal outlined the following:

To prepare this set of biddable documents, we intend to:

1. Assemble a set of plans and specifications for the wall repair and railing replacement inside the swimming access area.
 - a. The plans will likely consist of site photographs with annotations.
 - i. We will meet with the Town to discuss different approaches to re-grouting the voids in the wall.
 - ii. As the design progresses, we will meet with the Town to select preferred materials, sizes, and other railing characteristics, such as the ability to remove the new railings.
 - iii. As the design progresses, we can consider the possibility of replacing the center railing as an “additional element” to the project. This would leave the option of leaving the center railing in place, in the event that the Town might prefer this approach and assuming that the design/materials of the outer railings could closely mimic the center railing.
 - b. The specifications will be customized based on
 - i. the approach to grouting the wall voids
 - ii. the decisions made on the approach to the railing replacement
2. Apply for and secure environmental permits for the work
 - a. The work will likely require permits from both the NYSDEC and the USACOE
 - b. The ability to secure these permits will depend on construction techniques.
 - i. For purposes of this proposal, it is assumed that the site will be fully dewatered (work will be done “in the dry”)
 - c. Prepare de-watering detail including dam/dike installation and maintenance pumping
 - d. These permits may require work to be done during certain times of the year
3. Prepare a contract that can be awarded to a qualified bidder.
 - a. The contract will be part of the advertised design package
 - b. We will recommend insurance requirements but will revise based on recommendations from the involved attorneys
 - c. We are willing to use EJCDC, AIA, or some other format preferable to the Town.
4. Assist the Town with the bidding process.
 - a. Prepare an advertisement to be published in local periodicals
 - b. Organize and host a pre-bid meeting and site visit
 - c. Organize and attend a bid meeting, receive bids
 - d. Review and evaluate received bids
5. Make a recommendation of award.
6. Provide construction-phase services
 - a. Review shop drawings – issue approvals or request additional information as appropriate

- b. Conduct periodic site visits during construction and make recommendations as necessary
- c. Review contractor's payment applications
- d. Assist the Town with project close-out procedures

C&S will perform this work for \$18,250.

Supervisor Sennett said that over 2500 people used the swim area in 2015. Councilor Murray said that the entry and seawalls are in bad shape and that this is a no brainer.

On a motion of Councilor Murray, seconded by Councilor Greenfield and with unanimous (5-0) affirmation of the Town Board the proposal as defined above by C & S Engineers in the amount of \$18,250 was authorized.

Resolution #15-173

Schedule Skaneateles Fire Protection Contract Public Hearing: On a motion of Councilor Brace, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board a public hearing was scheduled to consider the 2016 Fire Protection Contract with the Village of Skaneateles for 7:15 p.m. on November 19, 2015.

Resolution #15-174

Community Center Request to Use Austin Park on October 31st For Franken Dash and Wicked Fun Run: Supervisor Sennett reported that Dorothea Hughes and Helen Williams from the Y were requesting the use of Austin Park for their second annual Spooktacular Run for Your Life event on Saturday, October 31st between 11 a.m. and 12:30 p.m. There will be two runs: The Franken Dash, a 75 meter run for preschoolers to be held in the grassy area in upper Austin Park and the Wicked Fun Run, a 1-mile family fun run/walk utilizing the walking path.

On a motion of Councilor Howard, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board the request to use Austin Park by the Y was approved for October 31, 2015, subject to receiving a certificate of insurance naming the Town of Skaneateles as additional insured.

Resolution #15-175

Hamlet Meeting: Supervisor Sennett said that previously the Town Board was trying to have their next hamlet meeting in Mandana. Unfortunately a location could not be secured that would be acceptable in the cooler weather. The Mandana Hamlet Meeting will be rescheduled for late spring, early summer.

Representatives will be able to give an update on the Stauffer cleanup in November; therefore, the last hamlet meeting for 2015 will be in Skaneateles Falls.

Councilor Brace made a motion seconded by Councilor Greenfield and with unanimous (5-0) affirmation of the Town Board to schedule a Hamlet Meeting for 7 p.m. on November 16, 2015 at the Skaneateles Falls Legion.

Resolution #15-176

Annexation Petition-Gary Dower/Mirbeau: On a motion of Councilor Murray, seconded by Councilor Greenfield, a special meeting was scheduled for 7 p.m. on October 26, 2015 to continue review of the annexation petition and related SEQR.

Attorney Taylor said that the applicant has withdrawn the expansion of the property in the Village and now the Town Board can move forward with SEQR solely on the Gateway project.

Resolution #15-177

Skaneateles Fire Department Request To Use Former Transfer Station Trailer For Educational Activities: Dana Pickering said that the Skaneateles Fire Department would like to use the trailer as a smoke trailer for training and to use during the Fire Department's open house for the kids to see an example of their training.

On a motion of Supervisor Sennett, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board, the office trailer previously used at the Transfer Station was declared surplus and Attorney Taylor was authorized to prepare an agreement to transfer the trailer to the Skaneateles Fire Department.

Resolution #15-178

Recommendations for Changing the Rules at the Transfer Station – Authorize Attorney Taylor to update Chapter 118 Refuse Disposal: Supervisor Sennett said that she along with Allan Wellington, Dana Pickering and Janet Aaron met to discuss the commercial use rules at the Transfer Station. One issue is compacted loads. In particular, one commercial hauler is bringing in compacted loads where tires, wood, demolition material is not separated from the garbage, requiring employees at the Transfer Station to do it. Some are filling up entire dumpsters in just one load. Another issue would require amending the definition for hard fill to include concrete, asphalt, brick, block, tile and stone and no longer accepting hard fill loads from commercial haulers.

Supervisor Sennett said that the Transfer Station is primarily for residential not commercial use. Another issue is with tree commercial haulers. There is no way of identifying where the trees are actually coming from. She said that Janet Aaron drafted a form that would be signed by the residential owner of the property indicating how many trees and what species are coming from their property and what tree company is removing the trees. This form would then be turned in at the Transfer Station prior to dumping the trees. Attorney Taylor questioned if the Emerald Ash trees were being separated. Dana Pickering said, yes. Supervisor Sennett said that the lawn and tree businesses currently pay \$300 a year for their permit. An increase for the tree businesses was discussed. The concern was that it would affect the cost that homeowners would have to pay to the tree company they hire. The Board agreed to make all fee decisions at the annual organizational meeting in January.

Dana Pickering said that all paint is now considered hazardous material. Currently people are hiding their paint in the garbage which could subject the Town to fines. Supervisor Sennett said that the Town Board should consider having quarterly drop off days for latex paint and then the Town would make sure that the paint is dry before disposing. In

addition the Town has a hazardous waste disposal day every three years for other hazardous containers.

Councilor Brace said that educating the public and having drop off days is good planning. Councilor Howard recommended putting an article about this in the next newsletter.

On a motion of Supervisor Sennett, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, Attorney Taylor was authorized to update §118, Refuse Disposal and to introduce the local law at the November 5, 2015 meeting.

Announcements/Correspondence/Updates

▪*Letter From Nancy Easter – Regarding the Crab Apple Trees:* Supervisor Sennett referred to an email that Nancy Easter wrote to Sue Murphy thanking her and Gene Laforte for their help and cooperation in getting the crab apples in the ground and for the abundant supply of water.

▪*Letter of Resignation – Steven Tucker, Zoning Board of Appeals Member:* Supervisor Sennett said that the Town Board was in receipt of a letter of resignation from Steven Tucker effective October 31, 2015. Steven is leaving to attend Basic Training in the US Army. The Town Board said he has been a great asset to the Zoning Board and thanked him for his service to the Town.

▪*Town Newsletter Update:* Julie Stenger updated the Town Board on the electronic newsletter stating that she has 500 email addresses in the Constant Contact program to electronically send out the Town Newsletter. Three people have requested that the Newsletter be mailed which she is doing. Through Constant Contact she is able to see if the newsletter is being looked at and the most popular parts of the Newsletter. The Newsletter that was just emailed was opened to read by 80% of the people who it was sent to. She also noted that 65% opened it on their computer and 35% on their mobile device. The three most popular areas viewed were the Conservation Area, NYDEC hunting and the Onondaga County Board of Elections. Supervisor Sennett and the Town Board thanked Julie for the great job she is doing with the Newsletter.

Resolution #15-179

Abstract #15-20: On a motion of Councilor Greenfield, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board voucher # 15-1274 to #15-1366 were approved from the following funds:

General Fund:	\$68,021.86	Part Town:	\$ 2,381.84
Highway:	\$ 5,987.92	Highway P/T:	\$ 2,550.06
Street Lighting:	\$ 371.62	Water:	\$19,176.06
Water #5:	\$ 294.35	Sewer:	\$ 1,242.12
Sewer #6:	\$ 292.97	T & A:	\$ 1,067.90

Total: \$101,386.70

Resolution #15-180

Attorney Advice: On a motion of Councilor Greenfield, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, the meeting was adjourned at 8:10 p.m. for attorney advice.

Meeting returned to open session at 8:45 p.m.

Resolution #15-181

Executive Session – Personnel: On a motion of Councilor Greenfield, seconded by Councilor Murray, the meeting was adjourned to Executive Session to discuss a personnel issue at 8:45 p.m.

Meeting returned to open session at 9:00 p.m.

Resolution #15-182

Retiree Health Insurance – Bruce Famoly: On a motion of Supervisor Sennett, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board the October 1, 2015 resolution #15-167 (*On a motion from Councilor Howard, seconded by Supervisor Sennett and with unanimous (5-0) affirmation of the Town Board, the request from Bruce Famoly in his letter of August 13, 2015 for health insurance reimbursement was denied*) was modified to add that any health insurance payments made by Bruce Famoly since he retired that were over 10% of the monthly health insurance premium will be reimbursed. That amount is \$351.24.

Meeting returned to open session and immediately adjourned at 9:05 p.m.

Respectfully submitted,



Janet L. Aaron
Town Clerk