

**Town Board Meeting
February 20, 2020
6:30 p.m.**

Present: Supervisor Aaron, Councilor McCormack, Councilor Tucker, Councilor Alexander, Councilor Legg, Attorney Smith.

Also, Present: Martin Dillon, Tom Blair, Jim Greenfield, Sue Murphy, Jean Vincent, John Vincent, Holly Gregg, Bridgett Winkelman.

Highway, Water, Transfer Station: Councilor Tucker reported for Highway Superintendent, Allan Wellington that the Highway Department plows were out 108 times this season, 23 times since the last Town Board meeting. They trimmed trees that were hanging low from ice, did equipment maintenance, replaced several damaged and missing street signs and filled potholes. Councilor Tucker reported in the Water Department a new meter was installed on Railroad Street, they had cleared snow from hydrants and rebuilt a gas-powered water pump used during water breaks. He also reported the Transfer Station employees and the Highway Department employees worked on hardening paint to prep for disposal and Allan Wellington, Highway Superintendent had submitted the annual reports for the Transfer Station facility, recyclables, land clearing debris and e-waste.

Councilor Legg reported he attended a meeting with Highway Superintendent Allan Wellington, Dana Pickering, Transfer Station Foreman and Miranda Robinson regarding fees, expenditures and procedures at the Transfer Station.

Parks: Parks Manager, Sue Murphy reported the Boy Scouts Klondike Derby took place last weekend at the Austin Pavilion and it was a great success. She had been working on summer events and scheduling with the school. She and Councilor Alexander had met with Chase Design to discuss new signage for the Parks. She had been working on Playday for next summer and meeting with the Farmer's Market vendors regarding the upcoming season.

Skaneateles Fire Department: Dana Pickering reviewed the January Chief's report stating there had been 19 calls during January and a total of 557 service hours. He stated they were recently approved and completed training for EMT's to administer EPI pens for adults and PEDS and they had 6 members complete the Ice Rescue course this past weekend.

*report attached

Resolution #20-038

Minutes of February 3, 2020: On a motion of Councilor Alexander, seconded by Councilor Tucker, and with a (5-0) affirmation of the Town Board the minutes of February 3, 2020 were accepted as presented.

Resolution #20-039

Schedule Public Hearing Talcott Water District – March 16, 2020 at 7:00 p.m.: Supervisor Aaron reviewed the proposed Talcott Water District. She stated this district had existed but had

never been formalized.

Supervisor Aaron reviewed the resolution prepared by Attorney Smith. She questioned the following on page 2:

“WHEREAS, the Town proposes to acquire, construct and install a water supply and distribution system within the area of the District Extension (Talcott) and in particular”

Supervisor Aaron asked Attorney Smith if this should read “construct and install” since the Town is not constructing or installing, the property owners are constructing. Attorney Smith stated this could be changed to “acquire”.

Supervisor Aaron asked if the following should be eliminated since it would not apply to the Town:

“WHEREAS, the cost of the proposed District Extension (Talcott) to the typical property in the District Extension (Talcott) in the first year following inclusion of the District Extension (Talcott) in the District is estimated to be [____];”

Attorney Smith stated this should be kept in the Resolution. Engineer Robinson could calculate an estimated cost for next year so property owners have an idea of what the average cost of water will be. The water rate information could be entered here or an approximate cost for water for a year for an average family.

Supervisor Aaron also questioned the following:

“WHEREAS, there will be no hook-up fees for properties in the District Extension (Talcott); and”

Supervisor Aaron stated these services should be hooked up before the district is turned over to the Town and this statement could be removed.

Attorney Smith stated yes, this could be removed.

Supervisor Aaron stated a letter was sent to the Village regarding this proposed formalization of the Talcott Water District and the proposed extension. She stated she had spoken to the Mayor. Mayor Hubbard said they had turned the letter and plan over to the Village engineer and the Village would respond to the request before the March 16th Town Board meeting and Public Hearing.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board, the Town Board scheduled a Public Hearing to hear all persons interested in the extension of the District to include the District Extension (Talcott) and the proposed acquisition, construction and installation of the water system improvements, which Public Hearing shall be held at the Town of Skaneateles Town Hall, 24 Jordan Street, Skaneateles, New York 13152 on March 16, 2020 at 6:30 p.m.

Resolution #20-040

Planning Board Request -Lead Agency Designation 4545 Lofts, Skaneateles, NY: Supervisor Aaron stated a letter of request had been received from Planning Board Attorney, Scott Molnar. Attorney Molnar stated an application had been submitted by David Meunier and SSPP1, LLC to the Planning Board for approval of a Major Special Permit and Site Plan Review permitting

renovation and utilization of an abandoned 10 unit multifamily townhouse structure, into an 8 unit condominium project on a .67 acre parcel located in the Hamlet District. The project (The Lofts) had been reviewed by the Planning Board and upon the request of the applicant had declared its willingness to act as lead agency for coordinated review under the State Environmental Quality Review Act (SEQR).

On a motion of Councilor Legg, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, Supervisor Aaron was authorized to sign the form consenting to the Town of Skaneateles Planning Board being Lead Agency in The Lofts Project, applicant David Meunier at 4545 Jordan Road for coordinated review under the State Environmental Quality Review Act ("SEQR").

Resolution #20-041

4545 Lofts – Wastewater Disposal District: Supervisor Aaron introduced Tom Blair, Attorney for the 4545 Lofts project applicant. Mr. Blair stated to the Board he was here to discuss the 4545 Lofts project on behalf of the applicant, David Meunier.

Mr. Blair reported this application is to restore and renovate the existing brick, multi-family dwelling at 4545 Jordan Road, into 8 condominiums, similar to the historic building. He stated he is here tonight due to the need for a solution to the septic/sewer systems servicing this project. He said in their research of this property and the existing septic systems an irregularity had been discovered. The septic and sewer system for this property also services two other properties.

Attorney Blair reviewed the site plan map he presented to the Board. On the site plan map he reviewed the condominium structure. Displaying the multi-family dwelling consisting of 8 separate condominiums. This building will have a home-owners association (HOA) agreement that he is currently in the process of drafting. He reviewed the three parcels that share the septic system. These three properties are the applicant's condominium property, the Cotter property and the Cowden property. Each of these properties have easements in their deeds to accommodate this shared septic situation. They all have a right-of-way to the access road that loops around the property. Attorney Blair reviewed the flow of the septic systems on the map showing eventually all the septic lines from these three parcels end in a shared septic tank located on the Cowden Property, tax map #018-02-03.0.

Attorney Blair stated to the Board the applicant, Mr. Meunier has tested the system , uncovered lines, distribution boxes and some of the tank itself only to find the current system is failing. Ms. Cowden spoke to Attorney Blair and said she has tried to have the system repaired and it is still failing. He stated the system is approximately 150 feet from the Skaneateles Creek, so it is of concern that the system works properly.

Attorney Blair reviewed the option he is proposing as the best solution for this situation for the applicant, the property owners and the Town. The Planning Board could make it a condition of approval that the applicant build a new septic system and leach field, at the applicant's cost, on the condominium property. He reviewed the area on the map where the septic could be constructed. This would allow the Cotter household, the Cowden household and the 8 owners of the condominium project the use of a safe and brand-new septic facility owned by an HOA and professionally maintained. He stated he had spoken to Ms. Cowden and she liked this option. Attorney Blair reviewed the easements that are currently on the properties allowing this to happen.

Attorney Blair stated in order for this to be approved by the Planning and Zoning Boards we need to begin working with Town Engineer John Camp, Town Attorney Smith, the DEC, the Onondaga County Department of Health and the Town Board in order to progress this project.

Supervisor Aaron asked Attorney Blair if what he is asking is for the Town to establish a Wastewater Disposal District for this project. My. Blair said yes, this is a viable option. If the Town Board agrees and becomes comfortable with this option the Town can ask for a Map, Plan and Report and go through the process of establishing a special district. This would help keep the cost of the project down in order to keep the cost of the units reasonable.

Supervisor Aaron stated she was under the impression the cost of the units were going to be around \$350,000. Mr. Blair said he was under the assumption they are going to be less than that. Supervisor Aaron asked if this system would be owned by the HOA or the Town? Mr. Blair said it could be done either way, we want to put the Town in the best position for the future. Supervisor Aaron asked what the Onondaga County Health Department thought was a better solution. Mr. Blair said the Health Department really wants to leave the final approvals with the DEC. The Onondaga County Health Department will not allow a multi-unit septic system without some sort of backup such as a municipal district. Supervisor Aaron stated as with the Town's other special districts the Town has a mechanism in place to collect funds from the property owners within that district for possible maintenance or repairs so the funds are only coming from the property owners within the district, such as on Lauder lane.

Mr. Blair asked if the Town would be in favor of the owner or the HOA owning the system with a special district in place or the Town owning the district? Attorney reviewed Town Law section 190E Wastewater Disposal District Law and stated he would recommend the Town own the infrastructure and contract out the maintenance or contract with the HOA for the maintenance. The key to this is the Board would have the mechanism to levy the taxes and fees for the maintenance only from the property owners in the district, not from the general fund.

Supervisor Aaron stated one of her concerns is the Town does not have a sewer department, and what would be the estimate for long term maintenance. Mr. Blair stated part of the Map Plan and report would address these concerns.

Mr. Blair stated a professional services contract should be put in place for all the maintenance and repairs to the system with a company that is capable of the maintenance. This would take the Town forces out of the picture. It could be paid for by the taxes and fees charged to the property owners of the district.

Supervisor Aaron stated this will have to be done in order for this project to move forward. Mr. Blair stated yes, this will have to be done and it will also allow the Town the opportunity to create a model plan for projects such as this in the future. He stated, as part of the HOA agreement he is drafting for the applicant he could add the condition of the HOA for their organization to contact to maintain the district if the Town chooses for the HOA to do so. Easements would be in place for the Town to maintain and repair if needed.

Supervisor Aaron asked if this is holding up the process with the Planning and Zoning Board. Mr. Blair stated no, they are in the beginning stages with the Planning Board.

Supervisor Aaron thanked Mr. Blair and stated the Board will need to review this proposal and wait to hear if this is the direction the owner wants to pursue. Mr. Blair stated he was fairly certain Mr. Meunier will be in favor of this option.

Councilor Alexander asked why the applicant does not install his own septic and not include the other properties? Mr. Blair said the condominium building will still need a special septic district established. Onondaga County Health Department will not allow a multi-family septic system without a special district in place. So, they would like to keep the other property owners in the district to help them since their ability to replace their systems is limited, the Cotter property is too small to have a traditional system install. Long term this is the right thing to do for the neighborhood.

Councilor Legg said he is also in favor of correcting or upgrading this system and thanked Mr. Blair for his time. He asked Mr. Blair if the Keagan property is part of this system at all? Mr. Blair stated no, the Keagan's have their own septic on their property.

Supervisor Aaron thanked Mr. Blair and said they will review all this information.

Resolution #20-042

Solar Project Estoppel Letters: Attorney Smith stated Abundant Solar had prepared the Estoppel Certificate Lease and Agreements. Attorney Smith recommended to the Board they authorize the Supervisor to sign these agreements. Attorney Smith stated the lease agreement had been amended and this is part of the execution of the amended lease.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, Supervisor Aaron was authorized to sign the "Estoppel Certificate Lease and Agreement" and "Estoppel Certificate Amended and restated Community Distributed Generation Subscriber Agreement" with Abundant Solar.

Resolution #20-043

Proposed Local Law B of 2020 "A Local Law Amending the Code of the Town of Skaneateles Concerning Water" – Schedule Public Hearing March 16, 2020 at 7:15 p.m.:

Supervisor Aaron stated Engineer Miranda Robinson had reviewed Section 146, "Water", and recommends that this code section be amended to reflect the upgraded technologies used by the water department which have taken place over the years and which are currently in place as well as to reflect duties currently performed by water department staff.

Attorney Smith stated the provisions of Article 8 of the Environmental Conservation Law ("SEQRA") and the regulations adopted thereunder at 6 NYCRR Part 617 had been reviewed and it is found that the proposed amendment to the local law is a "Type 2 Action." Therefore, no further review is required under SEQRA.

Attorney Smith stated he recommended the Board pass the following resolution and review the red lined version of Section 146 "Water" before the scheduled Public Hearing.

On a motion of Councilor McCormack, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the following resolution passed approved:

WHEREAS, the purpose of the proposed local law is to amend the Code of the Town of Skaneateles (the “Code”) to reflect upgrades in the technologies that have taken place over the years and are currently in place for the water department and to reflect actual duties performed by the water department staff.

WHEREAS, the Town Board desires to comply with the requirements of SEQRA and its implementing regulations set forth at 6 NYCRR Part 617, and Section 239 of the General Municipal Law, with respect to these proposed amendments to the Town Code.

NOW, THEREFORE, BE IT RESOLVED that the Town Board will hold a public hearing on March 16, 2020 at 7:15 p.m. to hear all person’s interest in the above-referenced Local Law and to consider the adoption of such Local Law.

BE IT FURTHER RESOLVED that the Town Board has considered the provisions of Article 8 of the Environmental Conservation Law (“SEQRA”) and the regulations adopted thereunder at 6 NYCRR Part 617 and finds the proposed local law to be a “Type II Action” as defined therein. Therefore, no further review is required under SEQRA.

BE IT FURTHER RESOLVED that the Town Clerk shall refer the Local Law to County Planning for its review pursuant to General Municipal Law Section 239.

BE IT FURTHER RESOLVED that the Town Clerk shall cause notice of such public hearings to be published in the official Town newspaper in accordance with all legal requirements.

*Resolution Attached

Resolution #20-044

School Request – 2020 Commencement Ceremony Clift Park or Austin Pavilion if inclement weather: Supervisor Aaron stated the Town received a copy of a letter from the School to the Village requesting the use of Clift park for the 2020 High School graduation ceremony and they requested the use of the Austin Pavilion in the case of inclement weather. She asked Parks Director Sue Murphy if she was aware of this request and if she had any concerns. Sue Murphy stated she was aware of this request. It is done every year and has always worked fine and should continue this year. The Parks department will have the Austin Pavilion prepared for the ceremony in the case of inclement weather.

Attorney Smith stated a motion was not necessary, this decision could be approved as standard procedures by the Board and the Department Head.

Resolution #20-045

Town Hall Equipment Reserve Transfer not to exceed \$3,500 -Tablets for Codes and Town Hall: On a motion of Councilor Legg, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the Clerk was instructed to advertise to transfer from the Town Hall Office Equipment Reserve fund an amount no more than \$3,500 for tablets for the Town Hall and Codes Office.

Resolution #20-046

Town Board Special Meeting with Planning and Zoning Boards – February 29, 2020 at 8:00 a.m.: Supervisor Aaron stated there is a special meeting scheduled for February 29th at 8:00a.m. This meeting will be a round house discussion with the Town Board, The Planning Board and The Zoning Board of Appeals. Supervisor Aaron encouraged all Board members to attend.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the scheduled a Special Meeting for February 29, 2020 at 8:00 a.m. with the Town of Skaneateles Planning Board, Zoning Board of Appeals and the Town Board.

Announcements/Correspondence/Updates

▪ *Hamlet Committee Letter:* Supervisor Aaron announced a letter was received from the Hamlet Committee regarding the Woodbine Hotel Project.

▪ *Letter to Village regarding the Talcott Water District:* Supervisor Aaron stated a letter was sent to the Village Board regarding their approval of the Talcott Water District formalization.

▪ *Letter from Edward Frank:* Supervisor Aaron announced a letter was received from Mr. Frank regarding the Planning Board and the Woodbine Hotel project

▪ *Town Board/Planning Board/Zoning Board Special Meeting 8:00 a.m. February 29, 2020:* Supervisor Aaron announced this meeting will be held February 29th at 8:00 a.m. at the Town Hall.

▪ *Letter from the Village of Skaneateles regarding the Village Water Improvement Project:* Supervisor Aaron announced a letter was received from the Village of Skaneateles regarding the Village Water Improvement Project.

▪ *February 8, 2020, 8 am – 10 am for a roundtable meeting of the Planning Board, ZBA, Codes, and Town Board:* Supervisor Aaron announced a meeting had been scheduled for the Town Board, Planning Board, Codes and Zoning Board of Appeals to discuss current and future projects.

▪ *LED Street Lighting Update:* Supervisor Aaron stated she spoke to the Public Service Commission regarding the delay with National Grid for the purchase of the streetlights and they have finally received the approval of the amount National Grid is asking for the purchase. She stated they are hopeful the project will begin this Spring.

▪ *Receipt of Information regarding Refinancing Fire Department Bond:* Supervisor Aaron stated information had been received regarding the possibility of saving money on the Fire Department Bond by refinancing. She stated she and Budget Officer Winkelman spoke to John Shehadi and he would like to present the refinancing options to the Town Board and Village Board. Supervisor Aaron stated they will schedule a date for this meeting.

▪ *Hemlock Woolly Adelgid (HWA) Training and Snowshoe Hike - Sunday, March 8, 2020 Training at 11:00 am – 12:30 pm and Snowshoe Hike at 1:15 pm:* Supervisor Aaron stated this hike will take place with the CNY Land Trust.

Public Comment: Holly Gregg, CPCS (Citizens to Preserve the Character of Skaneateles) presented a letter to the Board regarding the Woodbine Hotel Project. He asked the Board to look

at this project closely, this project will be a game changer in the Town and could set a precedent for projects in the future.

Resolution #20-047

Budget Amendments – Abstract #20-04: No Budget Amendments

Resolution #20-048

Abstract #20-04: On a motion of Councilor Legg, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board vouchers #20-0105 – 20-0206 were authorized from the following funds:

General Fund:	\$ 50,678.35	Highway:	\$ 27,526.06
Water:	\$ 12,536.55	T & A	\$ 73,139.85
Highway PT	\$ 7,872.05	Part Town	\$ 5,412.32
Sewer	\$ 1,960.96		
TOTAL:	\$179,126.14		

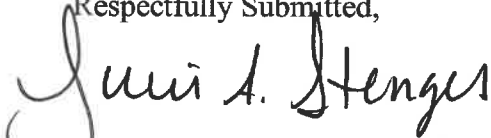
Resolution #20-049

Executive Session: On a motion of Councilor McCormack, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned to Executive Session at 7:30 p.m. to discuss contract negotiations and Attorney advice.

On a motion of Councilor Tucker, seconded by Councilor McCormack the meeting was returned to open session at 8:32 p.m. .

On a motion of Councilor McCormack, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned at 8:32 p.m. .

Respectfully Submitted,



Julie A. Stenger
Town Clerk