

**Town Board Meeting**  
**April 17, 2017**  
**6:00 p.m.**

**Present:** Supervisor Lanning, Councilor Brace, Councilor Howard, Councilor Coville, Attorney Smith. Absent: Councilor Badami.

**Also Present:** Rob Howard, Jonathan Monfiletto (Skaneateles Journal), Jason Gabak (Skaneateles Press), Bridgett Winkelman, Sue Murphy, Allan Wellington, Dessa Bergen, Nancy Murray.

**Department Reports**

▪*Highway, Water, Transfer Station:* Allan Wellington reported that they plowed two times since the last meeting and 130 times for the season. They have been doing truck repairs, filling pot holes, doing excavation of ditches and making renovations to the Town Hall handicap bathroom. In the Water Department they performed maintenance on three pressure reducing valves, repaired a broken water service on Jordan Road and he and Joe Dwyer met with John Camp to review plans for the water main replacement on Old Seneca Turnpike and Masters Road. At the Transfer Station they started baling cardboard and over the last two weeks they have eleven 900 pound bales. Because the cardboard is now being separated from the recycling compactors, only one recycling container gets shipped out per week. This is compared to the usual three containers per week. Hauling costs is \$75 per container. Starting May 1<sup>st</sup> hauling costs will be \$153 per container.

▪*Parks:* Sue Murphy reported that Gene worked miracles again by getting the Sims building bathrooms open for the season. She met with the Town's insurance company for their inspection of the parks and the Austin Pavilion. They finished putting the wood chips on the Skaneateles Falls playground, interviewed several lifeguards and walked the Nature Trail with Peter Bettis in preparation for the May 6<sup>th</sup> clean up. She said that the volleyball nets are up and that the Health Department will now be issuing only one permit for all the summer camp age levels instead of requiring a separate one for each.

▪*Budget:* Bridgett Winkelman said that there have been many final water readings to process. She submitted the quarterly payroll taxes and finished the 8<sup>th</sup> payroll of the year.

*Resolution #17-083*

**Minutes:** On a motion of Councilor Howard, seconded by Councilor Brace and with unanimous (4-0) affirmation of the Town Board, the minutes of April 3, 2017 were accepted as presented.

**Public Comment:** No one came forward to comment.

**Cuddy & Ward Review of 2016 Financials:** Tessa Crawford presented to the Town Board the audited financial statements for the year ending December 31, 2016. She said that management was very cooperative and gave high praise to Bridgett Winkelman. She said that they provided an opinion that is the best opinion Cuddy & Ward gives that states *"In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the Town of Skaneateles, New York as of December 31, 2016, and the respective changes in financial position and, where applicable, cash flows thereof*

*for the year then ended in accordance with accounting principles generally accepted in the United States of America”.*

Supervisor Lanning said that they rely on Bridgett Winkelman for a lot of this information and to stay on top of everything. He is cautious about how much praise he heaps on her but said she does a phenomenal job. Tessa said Bridgett is very helpful during the audit.

Tessa said that the Town has \$7.5 Million in net assets that reflected a \$670,000 increase. She said that the Town has a lot going on with everything that the Town is advancing to.

Tessa said that they input all of the financial information into the NYS program to meet the requirements for filing the AUD. Bridgett Winkelman said it is also filed with a couple of the bonding agencies and with the Town’s bank.

Supervisor Lanning said that last year the Town was upgraded from double A3 to double A2. The Town Board thanked Bridgett for all the work she does.

Councilor Howard questioned the list of audit adjustments for some general ledger accounts. Bridgett stated that the monies in those accounts had been carried forward for two years. Cuddy and Ward wanted that changed. The money is still there, it was just processed twice so she made the change. Tessa said that the bottom line is the same but the internal reports that help the Board make decisions had to be changed. They were required to show that in the letter for transparency.

As part of the audit Supervisor Lanning questioned if they audit the unappropriated fund balance. He said it is hard to get an opinion on just how much the Town should have in that fund. Tessa said Cuddy & Ward has been researching this and they are looking at developing a written fund balance policy and also looking at restricted funds to make sure they are being properly used. She said it seems like the State will be requiring that Towns have written fund balance policies and requiring to know how Towns are managing those funds.

The Board thanked Tessa for her report.

**Town Assessor Report:** Mike Maxwell reported that on May 1<sup>st</sup> assessment changes will be mailed out. He said as sales have come in he has tried to look at sales in groups instead of individually. Three groups that they looked at first were condos, rural buildings and apartments. The sales seem to be far above what they were assessed for. He said they also went through the ag exemptions and there were a lot of inaccuracies that needed correction. He and Michele have had to go back and straighten out 300-400 properties in order to have consistency. He said determining what a property receives in an ag exemption is based on the soil type.

He thanked Michele Norstad saying she has been a great asset for him in the Assessor’s Office. What she knows about the Town and who she knows in the Town has been invaluable.

He said he did a spreadsheet of all the vacant land sales in the Town and found that sales of 1-14 acres averaged over \$13,000/acre and land sales of 21-80 acres averaged over \$6,000/acre. He



said that the assessments he placed do not even come close to those numbers but he wanted to give the Board an idea of what they could be. He said if farmland has received an agricultural assessment and is converted to a nonagricultural use (within five years of last receiving an agricultural assessment if located in an agricultural district and within eight years if located outside an agricultural district), a payment to recapture the taxes forgone for converting such land will be imposed. He said by putting the land values where they should be, the penalties will be a lot more. One of the projects they plan for this summer is to look at all the ag exemptions and make sure the property is being used for agriculture purposes.

Supervisor Lanning questioned if the property has to be actively farmed in order to receive an ag exemption. Mike said yes.

He said they also ran into issues with building permits where several had not been recorded and the assessment was not increased. They have cleaned up many of these issues. They also looked at commercial properties to make sure there was consistency there as well.

He said sales still seem to be hot. He said that the Town is lucky that the equalization rate is still staying at 100% because of the high priced sales on lake properties.

He said he and Michele put a lot of time and effort into the STAR and senior exemptions to make sure everyone got their exemptions in by March 1<sup>st</sup>. Michele knew a lot of the people that she called. It took up to the last day to get the last person in.

Supervisor Lanning said they did a great job with the senior exemptions and thanked him and Michele for their efforts. For the STAR exemption the State has made it as confusing as it possibly can be. Many people are under the impression that they don't have to re-apply which is only true if they file income tax returns. If they don't file income tax returns then they have to apply for the STAR exemption annually.

Mike said he believes Grievance Day on June 6<sup>th</sup> may be a bit more active then it was last year. He will be meeting informally on four different days with residents and hopefully that agree to a stipulation of settlement on many of them instead of the resident going to grievance.

**Review of Mirbeau Annexation Conditions and Resolution:** Councilor Brace questioned the Drainage Agreement that the Town Board and Gary Dower agreed to prior to the annexation. She believes that there were time requirements. She said the Board wanted to protect the residents from any drainage issues. She said a lot of runoff comes down off that hill. She also expressed concern that the development plans have now changed from the plans that were submitted when the annexation was being considered.

Attorney Smith read #4 on page 2 of the Drainage Agreement that stated once the permits have been obtained, Mirbeau at its cost and expense will organize and be responsible for the construction of the additional SWM Facilities according to the final construction plans and any modification made as a resolute of the Permit review process. The additional SWM Facilities shall be completed within 2 years of the date all permits are received. He said that the drainage design plans were to be submitted to the Town by April 1, 2016 and he would check on that.

Attorney Smith said that the Mirbeau application is currently before the Village Planning Board and that the Town Board has the right to participate during the SEQR process and also at the public hearing.

Councilor Brace said she is concerned about the change of plans and protecting the residents in that area. Changes in the plan will have environmental impacts.

Attorney Smith said he would pursue this with Village Planning Board Attorney Galbato and report back to the Board.

**Bill Miles Property Donation:** Attorney Smith said that Mr. Miles told him that Davie Oram's sister, Rose is producing his bio. He said that Mr. Miles told him that Davie was born in 1960 and spent his life in Skaneateles until he died of throat cancer in 2012. He was the son of Norma & David Oram and was an avid outdoorsman who loved to hunt and fish. Attorney Smith said he would be reaching out to Paul Olszewski and Bob Eggleston to see if they have a site plan for this property. A survey will be done once the Board has approved the donation. He also discussed the terms with Mr. Miles and that the Town Board would have to approve any changes to the property. Mr. Miles agreed.

Supervisor Lanning said that this is a crucial piece of property to obtain in order to continue the Charlie Major Nature Trail south to the Village.

**Tennis Court Commercial Use Application:** Sue Murphy presented a revised permit application for commercial use of the Tennis Courts requiring a \$200 seasonal fee (May – October) allowing tennis instructors to reserve a court for 4 hours a day or 20 hours a week. Tennis court reservation priority would go first to Town and School activities, youth town leagues, adult town leagues, individual residents and or Town organizations (non profit) and individual residents and or Town organizations (for profit). Courts would be reserved with Sue prior to use. Four courts will remain open for public use on a first come first serve basis.

Sue questioned if the Town Board wanted to require tennis instructors to have insurance. Supervisor Lanning said this is a service for our residents and an insurance requirement may discourage tennis instructors to use our courts. He would like to see fairness, consistency and have it equitable to all concerned. Attorney Smith said he could draft a hold harmless agreement.

Sue Murphy will discuss this with the instructors that used the tennis courts last year and report back to the Town Board at the May 1<sup>st</sup> meeting.

**Quotes for Doors at Austin Pavilion:** The Town Board again reviewed the three quotes received to replace the doors at Austin Pavilion with more energy efficient doors. Attorney Smith noted that the Town met their procurement policy by receiving the three quotes. The low bid was from Hughes Distribution, Inc., in Camillus, NY in the amount of \$6,215.

On a motion of Supervisor Lanning, seconded by Councilor Coville and with unanimous (4-0) affirmation of the Town Board the low bid from Hughes Distribution, Inc. in the amount of



\$6,215 was accepted contingent on half glass being installed, the doors are insulated and have continuous hinges.

**Eastern Gateway Update:** Supervisor Lanning said that there were spirited meetings with Randall Arendt and great ideas were brought forward. He was very pleased that 85-90% of the stakeholders (property owners) attended. There was a positive meeting with NYSDOT and they were very receptive to the ideas presented.

**Installation of Plaque at Conservation Area:** Nancy Murray reported that she had been working on planning this plaque for several years recognizing the seven men who were the original members of the Conservation Area Committee. She said Ronald McDunna has been a tremendous help in getting the stone for the plaque and helping with the project. They hope to have the installation and ribbon cutting in early May. The Town Board thanked Nancy for all her work on this.

*Resolution #17-085*

**Seasonal Hires – Lifeguards, Playday Counselors, Parks Crew:** On a motion of Councilor Brace, seconded by Councilor Coville and with unanimous (4-0) affirmation of the Town Board the following seasonal employees were authorized to be hired:

Playday Counselors

Alyssa Rottger  
Carley LaFrance  
Kristen Pille  
Matthew Parks  
Matthew Murphy  
Scott Ochsner  
Graham McCarthy  
Abigale Fallon  
Rachel Feeney  
Joanna Dobrovosky

Lifeguards

Joseph Capozza  
Theresa Dristle  
Mary Elizabeth Dristle  
Rebecca Rottger  
Kevin Danaher  
Ryan Danaher  
Thomas Hagen

Parks Crew

Kyle Oscher  
Melvin Hosford

**Announcements/Correspondence/Updates**

▪*Update on Transfer of Austin Park to the Town:* Attorney Smith stated that he confirmed with the Village Attorney that they authorized him to file the petition with the Onondaga County Supreme Court. It probably will take a month or two for the court to sign off on it but he expects that to go relatively smooth because the Attorney General already submitted their affidavit. The next stages will include the Village having a public hearing and preparing a deed. He will confirm if the Town needs to have a public hearing. Supervisor Lanning noted that when the transfer occurs the Town will own the property but the property will still be in the Village and will be entitled to Village electric and police protection. It will be a town owned property in the Village.

▪*Update on Time Warner Cable Negotiations:* Nothing new to report

▪*Update on the Comprehensive Plan:* Supervisor Lanning said he would love to sit down with Trustee Erikson and the Village Board about their concerns with the draft updated Comprehensive Plan. He asked if Councilor Howard could arrange for a meeting between the Village and the Town. Councilor Howard said she has communicated with Trustee Erikson recently and he said he thought that the issue was pretty much closed with the Village.

Essentially the way Joel Russell has written the revisions, the Village Planning Board's recommendations and his recommendations were not included and the revisions run counter to Trustee Erikson's recommendations. She said Trustee Erikson doesn't see much room for Joel Russell going backwards and retracting what he has revised.

Supervisor Lanning said a lot of the Village Planning Board's recommendations had to do with lake rights and issues that were not originally addressed in the 2015 Plan. He said it was sort of an out of the box set of comments and Joel Russell wasn't sure the Town wanted him to revise recommendations that were not part of the original 2015 Plan. He asked if it would be useful to extend another invitation to the Village. Councilor Howard said that the Village has basically said they do not wish to pursue it. Supervisor Lanning said that is unfortunate.

- *Hamlet Meeting: 7 p.m. May 3<sup>rd</sup> at Ken & Joan Scott's barn Shepard Settlement*

- *Charlie Major Nature Trail cleanup will be May 6 from 10 AM to 11 AM.*

- *LAM Development LLC Letter:* This letter was submitted asking the Town to consider the Mable Reynolds property for a solar power generating facility. No further action was taken at this time.

- *Senator DeFrancisco notification – Increase in CHIPS funding:* Supervisor Lanning said that Senator DeFrancisco sent a letter notifying the Town that the Town would be receiving additional funding and that the total in CHIPS (Consolidated Local Street & Highway Improvement Program), the Local PAVE-NY Grant and the Extreme Winter Recovery Apportionment will be \$126,753.38.

*Resolution #17-086*

**Budget Amendments/Adjustments:** On a motion of Supervisor Lanning, seconded by Councilor Coville and with unanimous (4-0) affirmation of the Town Board the following budget amendments were authorized:

General Fund

\$ 4,000.00	Increase	016201.01.001.00	Building – P/S
\$ 3,000.00	Increase	016202.01.002.00	Building – Cap. Improvement
\$ 7,000.00	Decrease	019904.01.004.00	Contingency

Cost associated with renovations to meeting room and bathroom

*Resolution #17-087*

**Abstract #17-06:** On a motion of Councilor Coville, seconded by Councilor Brace and with unanimous (4-0) affirmation of the Town Board voucher #17-0429 to #17-0531 were authorized to be paid from the following funds:

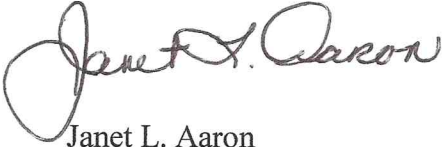
General Fund:	\$51,170.99	Part Town:	\$ 7,499.60
Highway:	\$ 9,802.86	Highway P/T:	\$ 238.34
Water:	\$36,758.31	Water #5:	\$ 61.20
Sewer:	\$ 1,558.68	Sewer #6:	\$ 299.57
T & A:	\$20,121.61		

Total: \$127,511.16

**Public Comment:** Nancy Murray stated she was interested in getting on the Eastern Gateway Committee.

The meeting was adjourned at 7:25 p.m.

Respectfully submitted,

A handwritten signature in cursive script that reads "Janet L. Aaron". The signature is written in dark ink and is positioned above the printed name.

Janet L. Aaron  
Town Clerk