

Town Board Meeting
January 22, 2018
6:30 p.m.

Present: Supervisor Aaron, Councilor Badami, Councilor Coville, Councilor Tucker, Councilor McCormack, Attorney Smith.

Also Present: Denise Rhoads, Jim Condon, John Templin, Sue Murphy, Martin Dillon, Jim Greenfield (Deputy Supervisor), Kyra Cottrill, Michele Norstad, Allan Wellington, Josh McLaud, Joel Penfield, Paul Fiutak

Department Reports

Highway, Water, Transfer Station: Allan Wellington reported the Highway crew had been plowing and repairing trucks. He reported the plows have been out 11 times since the last meeting and a total of 79 times for the season. He also reported there had been flooding due to the heavy rain and runoff. Two roads needed shoulder repair and patched potholes. For the Water Department he reported that a connection at the Old Seneca Turnpike water main replacement was leaking. The contractor who installed the pipe made the repairs. They installed gauges in the new pressure reducing pit on Old Seneca Turnpike, and thawed a frozen water service in Mottville, under Jordan Road. At the Transfer Station they received three quotes for a new recycling compactor. He also reported he, Mark Tucker and Dana Pickering had conducted interviews for the part time position at the Transfer Station. Councilor Badami asked if he had completed the interviews, Allan said he had completed five of the six applicants.

Parks Department: Sue Murphy reported they had been working on the boat washing station. She gave credit to Gene LaForte for all the work he had done at the Mandana parking area getting the site and the boat washing station ready for operation. She thanked Michele Norstad for getting an address for the parcel in order to get utilities to the site if the Board decides that is what they want to do. She stated she has been working on hiring Playday councilors and lifeguards for the summer. The Gully Road Conservation area parking lot had washed away with the heavy rains. They responded and coned off the area. Also, she has been working on the Farmers Market 2018 rules and will present the updated rules and application to the Board in the next few weeks. Supervisor Aaron asked Highway Superintendent Allan Wellington if the parking area on Gully Road could be repaired. He stated that he would work with Sue and Gene and get the parking area repaired.

Supervisor Aaron thanked Sue Murphy and Gene LaForte for all the work they have done for the boat washing station in Mandana. She said Gene had been getting estimates on getting utilities to the site. Supervisor Aaron stated she has been working on finding out what the grant will actually pay for. She stated she has been meeting with the Skaneateles Lake Association to see if their stewards can help with the attendants at the boat washing station. She said they are proceeding with the project but it might not be up and running at full speed by summer. She will keep the Board updated.

Budget: Budget Officer Bridgett Winkelman reported that she had completed the 4th quarter payroll reporting and taxes for 2017. Cuddy & Ward have starting the 2017 audit and will be returning in February to complete her department's audit.

Minutes of January 8, 2018: On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board, the minutes of January 8, 2018 were accepted.

Public Comment: Jim Condon, Zoning Board of Appeals member, spoke in regards to the Board not reappointing Sherill Ketchum. He read a letter expressing his disappointment with the Board and their decision.

*Letter Attached

Parks Equipment Reserve Transfer not to Exceed \$ 25,000 – Purchase of a SandPro Sports Groomer: Gene LaForte explained to the Board the Park's Department is replacing their Sportsgroomer. This piece of equipment is used to groom the ball fields at the park. He explained it is a 3 wheeled tractor type piece of equipment with attachments used to groom the ball fields. They previously had shared one with the school. It was purchased in the late 80's or early 90's and has lived its life and needs replacing. Sue Murphy said the SandPro sportsgroomer had been budgeted for in the 2018 budget and they are getting a \$600 trade in for the old one. Attorney Smith stated the town is going to piggy back on the State bid purchasing procedure so the Town does not need to comply with their Procurement Policy.

Councilor Tucker asked if there is an advantage to this type of equipment only having three wheels. Gene LaForte said the Sportsgroomer only comes with three wheels, he didn't think they were made with four wheels.

On a motion of Councilor Badami, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the Clerk was instructed to advertise to transfer from the General Recreation Capitol Reserve Fund not to exceed \$25,000 for a new Sand Pro Sportsgroomer for the Parks Department subject to the permissive referendum requirements of Town Law and General Municipal Law.

School Request – 2018 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 2018 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. She stated the Town swimming area will be closed but she will have lifeguards on duty. The parks department will also have the Austin Pavilion prepared for the ceremony in the case of inclement weather.

Supervisor Aaron asked Sue Murphy to coordinate this with the school for the June 24th Graduation ceremony.

On a motion of Councilor Badami, seconded by Councilor Coville and with unanimous (5-0) affirmation of the Town Board, the Board approved the Skaneateles School's request to hold the Skaneateles Central School's 2018 Graduation Commencement ceremony in the Austin Pavilion on June 24, 2018 from 8: 00a.m – 6:30p.m. in the case of inclement weather.

Office of Children and Family Services – Program Annual Report: Supervisor Aaron explained to the Board this is annual funding the Town receives from Onondaga County. Sue Murphy stated the annual report is the first step needed in the process to receive the \$810 in funding for the Playday program and requires the Supervisor's signature.

On a motion of Councilor Badami, seconded by Councilor Coville and with unanimous (5-0) affirmation of the Town Board, the Board authorized Supervisor Aaron to sign the Office of Children and Family Services – Program Annual Report to receive funding for the Town of Skaneateles Playday program.

Delegate to NYS Association of Towns Annual Meeting: Supervisor Aaron reported to the Board that her and Tax Collector Lori Milne will be attending the 2018 NYS Association of Town's Annual Conference in February.

On a motion of Supervisor Aaron, seconded by Councilor Badami, and with unanimous (5-0) affirmation of the Town Board, Supervisor Aaron was designated as the delegate and Tax Collector, Lori Milne as the alternate to attend the Annual Business Session of the Association of Towns in New York City to cast the vote of the Town of Skaneateles.

Resignation – Peter Babbles Board of Assessment Review: Supervisor Aaron stated she received a letter from Peter Babbles resigning from the Town of Skaneateles Board of Assessment Review. She was sorry the Town is losing him. He was an asset on the Board. She said, this makes 2 vacancies on the Board. She asked Councilor McCormack and Dave Badami if they were interviewing the candidates. Councilor McCormack stated he is interviewing the candidates on Saturday and hoped to have a recommendation for the Board at the February 12th meeting.

Contracts Craig Richards and Ken Richards: Supervisor Aaron explained to the Board the Town leases property to Craig Richards and Ken Richards for farming. Craig Richard leases property on Route 20 next to Grace Chapel and Ken Richards leases property in the Limeledge Water District.

Supervisor Aaron said Craig Richards has leased this 50 acre parcel from the Town since 1989. The only access to the Town property thru his property that he currently farms or the Grace Chapel property. He has added drainage, done soil testing and works around the churches schedule.

Supervisor Aaron said Ken Richards has leased and farmed the property in the Limeledge Water District since 2011. There is 13 acres here and 7 tillable.

She stated that they both provide a certificate of insurance to the Town and have done a great job taking care of the property over the years.

On a motion of Councilor Badami, seconded by Councilor Coville, and with (4-0) affirmation of the Town Board, Councilor Tucker voting no, Supervisor Aaron was authorized to sign the 2018 lease agreement between the Town of Skaneateles and Craig Richards to lease approximately 50 acres in the amount of \$1,655. The property is located on Rt. 20 East and is part of Lot 38. Councilor Tucker stated he voted no due to the fact the lease price of this property has remained the same, \$33 per acre for too long and it needs to be reviewed by the Board. The Board agreed to review this for next year.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board, Supervisor Aaron was authorized to sign the lease agreement between the Limeledge Water District and Kenneth Richards to lease approximately 13 acres in the amount of \$231. The property is located on Northwest Townline Road in the Limeledge Water District and is part of Lot 22.

Inter municipal Agreement with Town of Niles – Codes Office: Supervisor Aaron explained to the Board the Town of Niles lost their Codes Enforcement Officer. She said she had spoken to the Niles Town Supervisor, Joan Jayne and she has asked if the Town of Skaneateles Codes Officer could help while they are in the process of hiring. She stated there are two issues in the Town of Niles that require a Codes Officer at this time. There is a new home being built and there is a violation that needs to be addressed. Supervisor Aaron stated Brody Smith, Skaneateles Town Attorney is also the Town Attorney for the Town of Niles and has drafted an agreement. Supervisor Aaron stated she had spoken to Curt Coville, the Town of Skaneateles Codes Enforcement Officer and he is willing to help with the Town of Niles. He said it shouldn't be many hours. Supervisor Aaron said the agreement states the Town of Skaneateles would provide up to 25 hours of services before the Town of Niles needs to reimburse for time worked. Supervisor Aaron stated it is nice to help other Towns. Councilor Badami said he is also in favor of helping other Towns. This agreement also allows the Town of Niles Codes Officer to help in the Town of Skaneateles.

Councilor McCormack asked how the hours would be documented. Budget Officer Winkelman said he should keep track of his hours worked for Niles on his weekly time sheet. The Board agreed. Councilor Badami asked if the Town's part time Codes Enforcement Officer could also go into the Town of Niles. Supervisor Aaron answered yes, since he is also considered a Codes Enforcement Officer.

On a motion of Councilor Badami, seconded by Councilor McCormack, and with unanimous (5-0) affirmation of the Town Board, the Board Authorized Supervisor Aaron to sign the Mutual Aid Agreement for Building Inspection and Building Code Enforcement Services with The Town of Niles for up to 25 hours with no reimbursement to the Town. If the hours exceed 25 the Town of Niles will reimburse the Town of Skaneateles at an hourly rate, to be determined by converting the Code Enforcer's annual cost to the municipality offering the services.

New York Atlantic-Inland, Inc. – Electrical Inspector: Supervisor Aaron reported to the Board that New York Atlantic-Inland, Inc. has requested to have their electrical inspector, Kevin Crull be approved to conduct electrical inspections in the Town of Skaneateles. She stated they have provided Mr. Krull’s certifications and their insurance naming the Town of Skaneateles as an additional insured. She stated one of the advantages of this company is they provide online notifications to our Codes Office to allow for a very swift process.

Councilor Coville stated New York State requires these electrical inspections and this allow Town residents another option for inspectors.

Councilor Badami asked if it is the company or the individual. Supervisor Aaron stated it was both. It states in the agreement they take full responsibility to ensure all their inspectors comply with Federal, State and local laws. They state their insurance policy is inclusive of our actions, and through contract, the inspectors and they take sole responsibility.

On a motion of Councilor Coville, seconded by Councilor Tucker, and with unanimous (5-0) affirmation of the Town Board, the Board approved Kevin Krull with New York Atlantic-Inland, Inc. to perform New York State require electrical inspection in the Town of Skaneateles.

Schedule Special Town Board Meeting in February: Supervisor Aaron explained to the Board there is only one Town Board meeting scheduled in February, February 12th due to the holiday. Bridgett Winkelman, Budget Officer requested an additional meeting only to pay bills and avoid late fees. The Town utility bills need to be paid later in the month than the scheduled meeting.

On a motion of Councilor McCormack, seconded by Councilor Tucker, and with unanimous (5-0) affirmation of the Town Board, the Board scheduled a Special Town Board meeting February 22, 2018 at 10:00 a.m. to pay bills.

Announcements/Correspondence/Updates

- *Update on Open Space Committee:* Supervisor Aaron ask Councilor Tucker to report on the Open Space Committee. Councilor Tucker stated he has been in contact with the Committee and waiting on responses for what day they can schedule the hearing.
- *Receipt of 2017 Annual Post-Closure Monitoring Report for the Skaneateles Landfill:* Supervisor Aaron announced the Town had received Plumley Engineering’s 2017 Skaneateles Landfill Monitoring report.
- *Update on Transfer of Austin Park to the Town:* Attorney Smith reported he is in receipt of a draft deed of Austin Park for the Transfer. He presented a resolution to the Town. The resolution provides background on the Park and the transfer process. He said the Village had held a public hearing to authorize the Mayor to sign the deed to complete the transfer. Now the Town Board needs to hold a public hearing. After the public hearing the Board could vote to complete the transfer.

On a motion of Supervisor Aaron, seconded by Councilor Tucker, and with unanimous (5-0) affirmation of the Town Board, the Board scheduled Public Hearing on February 12, 2018 at

7:00 p.m., to consider the transfer of the title of Austin Park from the Village to the Town under the requirements of General Municipal Law section 247 and Town Law section 64.

*resolution attached

▪*Update on Joel Russell Zoning:* Supervisor Aaron stated they had received the zoning changes and the Comprehensive Plan updates from Joel Russell and have referred it to the Planning and Zoning Boards. She stated the Board needed more time to review the updates as well as the review from the Planning Board.

▪*Update on 9 Element Plan:* Attorney Smith reported to the Board he had received information from the Oneida Lake 9 Element Plan application. He reviewed with the Board the resolution he had prepared for the CNYRPDB application for the Skaneateles Lake 9 Element Plan with the guidance of the Oneida Lake resolution. He stated it is a simple, bare bones resolution for the Board to review. This resolution is a starting point for the Board. Supervisor Aaron stated she had been in contact with Ms. Bertuch of the CNYRPDB and the Skaneateles Lake Association had created a Nutrient Management Committee which is gathering data for the 9 Element Plan for Skaneateles Lake. Deputy Supervisor Jim Greenfield is a member of this committee. Supervisor Aaron and the Board agreed to go forward with this resolution for the application. She stated this plan will take time. The Board agreed to review the resolution and have it on the next agenda to approve.

▪*Update on Mandana Parking Lot:* Supervisor Aaron stated the Board is still considering updating the local law on the parking at the Mandana parking lot. Councilor Badami said a seasonal rate for parking would be easier to manage. A daily fee would be difficult, a seasonal rate or fee would be easier to implement and enforce. The Board agree to continue their review and have it on the next agenda.

▪*Update on Skaneateles Marina Floating Dock Proposal Proposal:* Supervisor Aaron stated John Cherendalo had presented a new proposal. The Board would be discussing this in executive session for Attorney advice.

Budget Amendments/Adjustments #17-26 Abstract: On a motion of Councilor Badami, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board the following budget amendments were authorized for the abstract #17-26 budget amendments:

TOWN BOARD BUDGET AMENDMENTS
ABSTRACT # 17- 26

December 29, 2017, processed 01/22/18

Budget Adjustment
General Fund

\$ 875.00	Increase	011101.01.001.00	Justice – P/S
\$ 140.00	Increase	011104.01.004.00	Justice – C/E
\$1,015.00	Decrease	011104.01.004.67	Justice C/E - Training

Additional cost for part time employee benefits

\$ 205.00	Increase	012204.01.004.39	Supervisor – C/E – Other
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\$ 37,200.00	Increase	081604.01.004.00	Refuse – C/E
\$ 3,675.00	Increase	081604.01.004.64	Refuse – C/E Post Closure Monitoring
\$ 20,000.00	Decrease	019904.01.004.00	Contingency
\$ 21,080.00	Increase	003005.01.000.00	State Aid Mtg Tax

Cost of doing business

\$ 200.00	Increase	014104.01.004.65	Town Clerk – C/E - Advertising
\$ 600.00	Increase	014101.01.001.00	Town Clerk – P/S
\$ 800.00	Decrease	014104.01.004.00	Town Clerk – C/E

Additional cost for legal notices

\$ 1,500.00	Increase	016204.01.004.00	Building – C/E
\$ 1,500.00	Decrease	090508.01.008.00	Unemployment Insurance

Cost of repairs associated with sewage pipe damage

\$ 500.00	Increase	071104.01.004.45	Summer Rec – C/E - Parks
\$ 500.00	Decrease	071104.01.004.52	Summer Rec – C/E - Supplies

Cost of repairs associated with sewage pipe damage

\$ 59,000.00	Increase	080204.01.004.92	Planning – C/E – Comp Plan
\$ 59,000.00	Decrease	000909.01.000.00	Fund Balance

Cost associated with Comprehensive Plan review

Part Town Fund

\$ 125.00	Increase	080104.02.004.65	Zoning – C/E - Advertising
\$ 125.00	Decrease	080104.02.004.00	Zoning – C/E

Balance expenses within department

\$ 3,150.00	Increase	080124.02.004.00	Land Development
\$ 1,000.00	Increase	080104.02.004.58	Zoning – C/E - Legal
\$ 4,150.00	Decrease	080204.02.004.92	Planning – C/E – Comp Plan

Special Project associated with Comp Plan – H. Brodsky

Highway Town Wide Fund

\$ 23,600.00	Increase	051421.03.001.00	Snow Removal – P/S
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\$ 23,600.00 Decrease 051421.03.001.55 Snow Removal – P/S – Equip. Repair /Maint.

Balance expenses between P/S activities

Water Consolidated Fund

\$ 3,425.00 Increase 083204.08.004.00 Source of Supply – C/E
 \$ 1,700.00 Increase 090108.08.008.00 NYSR – C/E
 \$ 15.00 Increase 090308.08.008.00 Social Security
 \$ 1.00 Increase 097107.08.007.94 Int. on debt service – Crow Hill
 \$ 5,141.00 Decrease 083104.08.004.00 Water Admin – C/E

Cost of doing business

\$ 270,000.00 Increase 083102.08.002.00 Water Admin Equipment
 \$ 100,000.00 Increase 005031.08.000.00 Interfund transfer - GF
 \$ 170,000.00 Decrease 000909.08.000.00 Fund Balance

Costs associated with Old Seneca Waterline

Sewer Consolidated Fund

\$ 6,500.00 Increase 081204.10.004.00 Sanitary Sewers – C/E
 \$ 6,500.00 Decrease 000909.10.000.00 Fund Balance

Cost of Doing Business

Budget Amendments/Adjustments #18-02 Abstract: There are no amendments or adjustments.

2017 Budget Transfers and Encumbrances: Budget Officer Bridgett Winkelman explained to the Board these transfers and encumbrances were budgeted for 2017:

General Fund

\$ 15,750.00 Increase 000878.01.000.20 Town Hall Office

Equipment Reserve

\$ 5,000.00 Decrease 014101.01.001.00 Town Clerk – P/S
 \$10,750.00 Decrease 016802.01.002.93 Cent. Data Proc. Equip. – Reserve

\$ 10,000.00 Increase 000878.01.000.23 Town Hall Capital

Improvement Reserve

\$10,000.00 Decrease 016202.01.002.93 Buildings – Equip. & Cap. Imp. – Reserve

\$750.00	Increase	000878.01.000.19	Animal Control Equipment
- Reserve			
\$750.00	Decrease	035102.01.002.93	Animal Control Equipment - Reserve
\$ 20,000.00	Increase	000878.01.000.28	TransferStation
Equipment- Reserve			
\$20,000.00	Decrease	081604.01.004.00	Refuse and Garbage - C/E
\$ 57,000.00	Increase	000878.01.000.33	General Recreation -
Reserve			
\$ 32,000.00	Decrease	071102.01.002.93	Parks - Equipment - Reserve
\$ 25,000.00	Decrease	071104.01.004.51	Parks - C/E - Fields

Highway Town Wide

\$ 123,000.00	Increase	000878.03.000.25	Highway Equipment - Reserve
\$ 50,000.00	Decrease	051302.03.002.93	Machinery Equipment - Reserve
\$ 10,000.00	Decrease	051304.03.004.00	Machinery - C/E
\$ 5,000.00	Decrease	051421.03.001.55	Snow Removal - P/S - Maint,
\$ 33,000.00	Decrease	051424.03.004.00	Snow Removal - C/E
\$ 25,000.00	Increase	002300.03.000.00	Transportation Services

SF - FIRE DIST

\$ 20,000.00	Increase	000880.06.000.22	Tax Stabilization - Reserve
\$ 20,000.00	Decrease	034104.06.004.62	Skaneateles Fire Protection

Abstract #17-26: On a motion of Councilor Coville, seconded by Councilor Badami and with Unanimous (5-0) affirmation of the Town Board voucher #17-1804 to 17-1852 were authorized from the following funds:

General Fund:	\$ 37,724.82	Part Town:	\$ 11,226.33
Highway:	\$ 33,297.92	Highway P/T:	\$ 477.60
Water:	\$ 11,185.07	Sewer:	\$ 2,088.33
T & A:	\$ 2,832.66		
Total:	\$ 99,606.61		

Abstract #18-02

On a motion of Councilor Coville, seconded by Councilor Badami and with unanimous (5-0) affirmation of the Town Board voucher #18-0013 to 18-0087 were authorized from the following funds:

General Fund:	\$ 24,620.62	Part Town:	\$ 7,566.24
Highway:	\$ 20,437.43	Highway P/T:	\$ 20,437.43
Water:	\$ 2,307.01	Sewer:	\$ 26.67
T & A:	\$ 1,240.82	Skan. Fire District	\$144,692.40
Total:	\$289,177.89		

Annual Accounting of Town Financial Records: Supervisor Aaron explained that Town Law §123 requires that each town officer and employee who receive or disburse any moneys in the previous fiscal year shall account with the Town Board such monies by presenting their reports and certifying to the Board the amount they received during the 2017 fiscal year. If the books are not audited the Town is required to engage the services of a certified public accountant to do an annual audit within 60 days after the close of the fiscal year. In our case, we do both.

On a motion of Councilor Badami, seconded by Councilor McCormack and with unanimous (5-0) of the Town Board the certified financial accountings of the Town Clerk, were accepted as presented.

On a motion of Councilor Badami, seconded by Councilor Coville and with unanimous (5-0) of the Town Board the certified financial accountings of the Town Justice Major funds were accepted as presented.

On a motion of Councilor Badami, seconded by Councilor McCormack and with unanimous (5-0) of the Town Board the certified financial accountings of the Town Justice Dell funds were accepted as presented.

Public Comment: Paul Fiutak welcomed the new Board members and wished them success in their new positions. He reinforced Jim Condon’s comments on Sherrill Ketchum. He stated the Board’s lack of good judgement should have been handled more professionally. He stated the lack of women on all the Boards should be taken into consideration on appointments in the future. He asked the Board to reflect on the deterioration at the Transfer Station at the future meetings. He stated the Board should also consider having Councilor Coville be a part of the interviews for the Board of Assessment Review. His background with the Board would be valuable in the interview process. He stated the Board should steer away from real estate professionals, he believes this to be a conflict of interest. He stated the Board should consider television coverage of their meetings for the community. He also stated the Board should continue their review for a new Town Hall.

Councilor Coville stated he would reach out to Councilor McCormack to review the Board of Assessment Review applicants.

Supervisor Aaron said she would like to thank Councilors Tucker and McCormack for attending the conference in Rochester for newly elected officials with the Association of Towns for training.

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 7:32 p.m. to discuss request for reimbursement of water bill, drainage districts and real property contract negotiations.

The meeting was returned to open session at 8:50 p.m.

Supervisor Aaron explained there was an additional voucher from Attorney Scott Molnar for legal services provide to the Planning and Zoning Boards that was inadvertently left off the 17-26 abstract and this bill needs to be paid out of the 2017 budget. She asked the Board to add this additional voucher to the 17-26 abstract for payment.

On a motion of Councilor McCormack, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board voucher #17-1852 was added to the 17-26 abstract in the amount of \$7,700 paid to attorney Molnar.

Councilor Coville left the meeting.

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 8:52 p.m. to continue discussion on real property negotiations.

On a motion of Councilor Badami, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board the meeting returned to open session at 9:15 p.m. and immediately adjourned.

Respectfully submitted,

Julie A. Stenger
Town Clerk