

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

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

Also Present: Sue Murphy, Allan Wellington, Jonathan Monfiletto (Skaneateles Journal), Jason Gabak (Skaneateles Press), Nancy Thompson.

Department Reports

▪*Highway, Water and Transfer Station Departments:* Allan Wellington reported that in the Highway Department the plows were out once in April for ice conditions. All the snowplow equipment has now been removed. Lawn damage has been repaired from snowplowing. They have been installing driveway culvert pipe. They installed a large catch basin on Railroad Street after the removal of a discontinued gas main. Allan Wellington displayed pictures to the Town Board of the project which ended by capping it off, grading and reseeding. They were also cleaning ditches on Rickard Road and preparing it for resurfacing. Their new employee started on April 22nd and is working out great. At the Water Department they did a flow test on the water system for the Community Center expansion. They corrected a problem they had at the sewer #6 pump station and repaired a water main break on Irish Road. At the Transfer Station the new office and guard building modifications have been completed. He said all employees completed their 8 hour safety training.

▪*Parks Department:* Supervisor Sennett said that this is a very busy time of year in the Parks Department. She thanked Gene Laforte for not only doing the normal work at the Parks Department but also for taking down two dozen cherry trees. The Garden Club pruned the remaining trees and will be replacing the trees that have died. Bushes at the entrance have been removed and will be replaced with new ones. The Sims Building bathrooms are now open. She said they are very old and hard to keep clean but they are doing their best. Approximately 60 tons of sand has been added to each volleyball court. They are clearing a picnic area in the woods and tables will be added. The school's DWI program will take place on Tuesday. She said it is an incredible program and Tammy Dudden does a great job. The Farmers Market starts on Thursday. Registrations for the Playday program are steadily coming in. She thanked the Village and Allan Wellington for allowing the Parks Department to use equipment that the Parks does not have. She explained that many times they have to start and stop a project because they do not have the proper equipment and they have to wait until it is available to borrow. She also thanked Bridgett Winkelman, Janet Aaron and Julie Stenger for their support during the spring season when the Parks Department is shorthanded and very busy.

▪*Codes Department:* Supervisor Sennett reviewed the April Codes Office report showing 8 permits that have been issued with a building value of \$154,392 and permit value of \$1,709. The Planning and Zoning Departments submitted a list of open projects showing 9 projects with the Planning Board and 4 projects for the Zoning Board of Appeals. She stated that all these departments have been very busy.

▪**Budget:** Bridgett Winkelman reported that the March 2015 Supervisor's Report and Fiscal Summary was submitted to the Town Board. The automatic water reading software was updated and water district #3 has been billed.

Resolution #15-065

Minutes: On a motion of Councilor Howard, seconded by Councilor Murray and with unanimous (3-0) affirmation of the Town Board, the minutes of April 16, 2015 were accepted as presented.

Resolution #15-066

Introducing Joint Comprehensive Plan: Supervisor Sennett said that the Joint Comprehensive Plan has been referred to the Town Board by the Special Board. She said that the Plan is a very readable and understandable document.

Attorney Werbeck said that the Town of Lysander has a 400-page Comprehensive Plan compared to our 31-page Plan. He said unlike Lysander who included zoning in their Comprehensive Plan, this is strictly a Comprehensive Plan, a visionary document. The resolution referring it to the Town Board was received on May 4th which starts the clock ticking to accomplish the next steps. Within 90 Days the Town Board must conduct a public hearing. Agencies where the Comprehensive Plan is being referred will need to have time to review it.

Councilor Murray said she hopes people read the Plan because a lot of time and effort has gone into it.

Attorney Werbeck said that there will be opportunities to amend the draft and one or more public hearings can be held.

On a motion of Supervisor Sennett seconded by Councilor Howard and with unanimous (3-0) affirmation of the Town Board the following resolution was adopted scheduling the public hearing for 7 p.m. July 13, 2015 and referring the Comprehensive Plan to the agencies listed in Exhibit A.

WHEREAS, the Town Board of the Town of Skaneateles (the "**Town Board**") appointed the Skaneateles Comprehensive Plan Special Board (the "**CPSB**") to prepare a proposed comprehensive plan for the Town of Skaneateles pursuant New York State Town Law ("**NYS Town Law**") § 272-a(4);

WHEREAS, the CPSB recommended to the Town Board a proposed comprehensive plan, titled "Skaneateles, New York Joint Comprehensive Plan 2014" (the "**Proposed Comprehensive Plan**") on the 4th day of May, 2015;

WHEREAS, the Town Board desires to formally introduce the Proposed Comprehensive Plan, schedule a public hearing regarding potentially adopting the Proposed Comprehensive Plan and to provide public notice of the same;

WHEREAS, the Town Board desires to refer the Proposed Comprehensive Plan to the Town of Skaneateles Planning Board (the "**Planning Board**") and the Town of Skaneateles Zoning Board of Appeals (the "**Zoning Board**") for review and recommendation;

WHEREAS, in accordance with NY General Municipal Law § 239-m, the Town Board desires to refer the Proposed Comprehensive Plan to the Syracuse Onondaga County Planning Agency ("**SOCPA**") for its review under said statute; and

WHEREAS, the Town Board desires to initiate the environmental review procedures under the NY State Environmental Quality Review Act ("**SEQR**"), to designate itself Lead Agency for SEQR purposes, and to identify the interested agencies for SEQR purposes.

NOW, THEREFORE, the Town Board:

RESOLVES, that the Proposed Comprehensive Plan is hereby introduced;

FURTHER RESOLVES, that the Town Board shall hold a **PUBLIC HEARING** regarding potential adoption of the Proposed Comprehensive Plan on the 13th day of July, 2015 (the "**Public Hearing**") and that notice of the Public Hearing shall be completed pursuant to NYS Town Law §272-a(6)(c);

FURTHER RESOLVES, that the Proposed Comprehensive Plan shall be made available for public review through the date of the Public Hearing at the Office of the Town Clerk for the Town of Skaneateles and on the Town of Skaneateles's website;

FURTHER RESOLVES, that the Proposed Comprehensive Plan is hereby referred to the Planning Board and the Zoning Board for review and recommendation and that the Town of Skaneateles Attorney is directed to mail a copy thereof to both entities;

FURTHER RESOLVES, that in accordance with NY General Municipal Law § 239-m, the Town Board hereby refers the Proposed Comprehensive Plan to SOCPA for its review under said statute and that the Town of Skaneateles Attorney is directed to mail a copy thereof to SOCPA;

FURTHER RESOLVES, that the Town Board declares itself Lead Agency for SEQR purposes in potentially adopting the Comprehensive Plan (the "**Proposed Action**"); and

FURTHER RESOLVES, that the agencies identified in **Exhibit A** attached hereto are, under SEQR, interested agencies in the Proposed Action and that, on behalf of the Town of Skaneateles, the Town of Skaneateles Attorney shall provide those agencies with written notice of, and a 30 day opportunity to, respond to the Proposed Action and the Town Board's declaration of Lead Agency.

Exhibit A

1. Town of Skaneateles Planning Board
2. Town of Skaneateles Zoning Board
3. NYS DOT
4. NYS DEC
5. NYS DOH
6. NYS Office of Park, Recreation, and Historic Preservation
7. NYS Department of Agriculture and Markets
8. NYS Department of Environmental Conservation Environmental Bulletin
9. Syracuse Onondaga County Planning Agency
10. Onondaga County DOT
11. Onondaga County DOH
12. Onondaga County Planning Board
13. Onondaga County Soil & Water Conservation District
14. Onondaga County Department of Law
15. Onondaga County Clerk
16. Onondaga County Legislature

17. Onondaga County Department of Emergency Communications
18. City of Syracuse
19. City of Syracuse Water Department
20. Army Corps of Engineers
21. Town of Sennett
22. Town of Owasco
23. Town of Niles
24. Town of Elbridge
25. Town of Camillus
26. Town of Marcellus
27. Town of Spafford

Farmers Market, ReMarket & ReBike: Supervisor Sennett said that she is a big fan of the Farmers Market and announced that the season begins Thursday, May 14th from 3:30 p.m. to 6:30 p.m. and on Saturday, May 16th from 10:00 a.m. to 1 p.m. She said everyone in Skaneateles should go. Through Sustainable Skaneateles, Regina Middleton and two other people from this group are managing the 2nd annual Re-Market which begins on Saturday, June 6th. The Re-Bike will be held again this year on May 30th from 9 a.m. to 1 p.m. at the Austin Pavilion. This event allows people to buy or sell gently used bicycles, equipment or clothing, learn how to change a tire and make tire repairs and at 11 a.m. kids will be able to participate in a bike rodeo and learn the rules of the road.

Update on Charlie Major Nature Trail Clean-Up Day: Julie Stenger reported that everyone worked hard and did a great job cleaning up the trail and were able to open up the east side trail. She gave a special thanks to the Welch Allyn employees who came a few days earlier and to Karen Price, a teacher at the school who organized several seniors to help out. She said Phoebe Glowacki even brought donuts that she made for her birthday which was that day. Candy Searing thanked the Highway Department for picking up and disposing everything that was gathered. Pictures were shown of all the debris that was removed from the trail. The Board thanked everyone for their participation and support.

Notice of Completion of Tentative Assessment Roll: Supervisor Sennett noted that the tentative assessment roll has been completed and a copy is available in the Town Clerk's Office. The Assessor will be in attendance to answer questions on May 5th, May 14th, and May 19th from 9 a.m. to 1 p.m. and on May 23rd from 4 p.m. to 8 p.m. On June 2nd between 2 p.m. and 4 p.m. and 6 p.m. and 8 p.m. the Assessment Board of Review will hold Grievance Day.

Resolution #15-067

Schedule Special Meeting – Continued Review of SEQR/Dower Annexation : On a motion of Supervisor Sennett, seconded by Councilor Murray and with unanimous (3-0) affirmation of the Town Board, a special meeting was scheduled for 6 p.m. on May 12, 2015 at the Town Hall to continue the SEQR review on the Dower Annexation Petition.

Resolution #15-068

Authorize Seasonal Parks Employees: On a recommendation from Sue Murphy, Supervisor Sennett made a motion seconded by Councilor Murray and with unanimous (3-0) affirmation of the Town Board, to appoint the following seasonal employees for the Parks Department: *Playday Counselor: Madison Ruffo; Parks Laborers: Ethan Knupp (returning employee), Paul Wells, Joseph Collard; Boat Launch: Joseph Loperfido*

Resolution #15-069

National Grid Agreement: Supervisor Sennett reported that she had been working with Jim Gorman at National Grid for an agreement to use their property off of School Street to gain access and a parking area for the Skaneateles Falls Park. An agreement was negotiated between National Grid and the Town of Skaneateles that has been approved by Attorney Taylor for use of their property. National Grid will help clear the property and mark the path and the area for parking and provide the mulch. Supervisor Sennett said she is very thankful for the cooperation from National Grid.

On a motion of Councilor Murray, seconded by Councilor Howard and with unanimous (3-0) affirmation of the Town Board, Supervisor Sennett was authorized to sign the 5-year agreement with National Grid.

Resolution #15-070

Laker Limo Agreement: Supervisor Sennett said that she and Councilor Murray attended a meeting with Laker Limo. The agreement with Laker Limo allows them to use the garage on the Fennell Street property, the gas and car wash facilities at the Transportation Center, be under the Town's insurance at their expense, and to have the advantage of State Bid equipment opportunities through the Town. Lake Limo agrees to provide services to the residents of the community. The attorneys for the Town and Laker Limo reviewed and approved the contract before the Board.

On a motion of Councilor Howard, seconded by Councilor Murray and with unanimous (3-0) affirmation of the Town Board, Supervisor Sennett was authorized to sign the three-year contract with Laker Limo.

Resolution #15-071

Searing Fitness Triathlon Training Program: Candy Searing, representing her husband Dick Searing, submitted his request to the Town Board asking for permission to use the waterfront at Clift Park for his triathlon training program. This is the fourth year that Mr. Searing has provided this training program with the last three through the Skan Races, which discontinued last year. The use of the park and the waterfront would be on week day mornings before 6 a.m. and they would be done by 7:30 a.m.; the use of Clift Park swim area on Monday evenings for open water swim sessions after 6:30 p.m.; and to use Clift Park on five Saturday mornings for Triathlon Training Events beginning at 7:00 a.m. and completed no later than 8:30 a.m. Mr. Searing stated in his letter that he would be willing to pay any usage fee.

On a motion of Councilor Murray, seconded by Supervisor Sennett and with unanimous (3-0) affirmation of the Town Board it was agreed to allow Dick Searing the use of Clift Park and the waterfront for the times as stated without charge.

Resolution #15-072

Pomeroy Appraisal Services: On a motion of Councilor Howard, seconded by Councilor Murray and with unanimous (3-0) affirmation, the Town Board authorized splitting the \$4,200 Pomeroy appraisal fee with the Skaneateles School District for a property in an assessment dispute.

Resolution #15-073

Tax Freeze Credit: Supervisor Sennett reported that over the past month she and Bridgett Winkelman have been involved in meetings with the County regarding the tax freeze credit. This is the first year that Towns will be involved in the credit. Because Skaneateles has maintained budgets that did not exceed the rate of inflation, we are set for this year. Going forward the Town needs to show savings through government efficiencies and shared services. She said that in conjunction with the County, the Town will be applying to take advantage of the savings that the County will recognize through their sale of Van Duyn. If the Town did this alone, we would have to show approximately \$35,000 in savings. She said in looking at future savings the Town will be working more closely with the County to take advantage of the County savings. The key areas for purchase savings will be in the Highway and Parks Departments. Supervisor Sennett said that if the Board agrees with this program she will need authorization to sign documents certifying to the Town's intent.

On a motion of Councilor Murray, seconded by Councilor Howard and with unanimous (3-0) affirmation of the Town Board, Supervisor Sennett was authorized to sign the certifications with Onondaga County for the tax freeze credit.

Announcements/Correspondence/Updates

- National Grid 10,000 Trees and Growing:* Supervisor Sennett said that National Grid has a program for participating communities where a reimbursement of \$50 is given for each low growing tree planted under overhead electric lines.
- Update on Town Hall co-location proposal:* Supervisor Sennett said that she and Councilor Brace met with Ashley-McGraw. They reviewed floor plans and made requests for changes.

Councilor Murray said that she would like to talk to the school to see if the district office could be considered for the Town Hall. She said that there is less congestion at that location, parking is good and it is a beautiful building that already fits most if not all the needs for the Town Hall. She believes there are many positives with this choice. Supervisor Sennett said for Councilor Murray to go forth and gather the information for the Board to consider.

- Correspondence from Joe Vecchio re: parking spaces*
- American Legion Invitation to Town Board – Inviting the Town Board to participate in the Memorial Day Parade.*

Supervisor Sennett reported that there would be Memorial Day Services at Mottville Cemetery at 8:30 a.m. and Shepard Settlement Cemetery immediately after. Judge Kathleen Dell will be the speaker at both.

- Form Based Zoning Presentation – May 11th 7-8:30 p.m. at the School District Office*
- Letter from The Y regarding construction of new rink & gym and safety concerns*
- I-81 Viaduct Project Report – Available at Town Clerk's Office*

▪*Steve McGlynn Request to Videotape Town Meetings:* Supervisor Sennett asked Councilor Murray if she would head this up since she is involved at school. Maybe some high school students could help with this. Councilor Murray said she would.

Resolution #15-074

Budget Adjustments: On a motion of Supervisor Sennett, seconded by Councilor Howard and with unanimous (3-0) affirmation of the Town Board, the following budget adjustments were authorized:

EW Consolidated Fund

\$ 225.00	Increase	090898.08.008.00	Other Employee Benefits
\$ 225.00	Decrease	083104.08.004.00	Water Admin

Cost associated with Training and HRA administration

Resolution #15-075

Abstract #15-09: On a motion of Councilor Howard, seconded by Supervisor Sennett and with unanimous affirmation of the Town Board, voucher #15-0479 to #15-047 were approved from the following funds:

General Townwide:	\$ 23,819.31	Part Town:	\$ 80.87
Highway:	\$ 4,802.41	Highway P/T:	\$813.40
Fire Protection:	\$116,818.92	Water:	\$244.19
Sewer #6:	\$ 57.36		

Meeting adjourned at 7:45 p.m.

Respectfully submitted,



Janet L. Aaron
Town Clerk