

**Town Board Meeting**

**May 5, 2025**

**5:30 p.m.**

**Zoom Meeting ID: 844 1321 5486 Passcode: 286487**

**Present:** Supervisor Legg, Councilor Alexander, Councilor Tucker, Councilor Dove, Attorney Smith.

**Present Via Zoom (due to illness):** Councilor Milne.

**5:30 p.m. Executive Session:** On a motion of Councilor Milne, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned to Executive Session for attorney advice at 5:30 p.m.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting returned to open session at 6:30 p.m.

**Also, Present (In Person):** Tim Dobrovosky, Keri Fey, Robert Herrmann, Patrick Taylor.

**Also, Present (via Zoom):** Brian Buff, Chris Buff, Karen Barkdull, Jason Gabak (Skaneateles Press), Sue Murphy.

**Department Reports**

**Highway:** Highway Superintendent Dobrovosky submitted his report to the Board for their review.  
\*Report attached

**Transfer Station:** Municipal Recycling Liaison Brian Buff reported the Transfer Station had sent out nine loads of trash, six open top containers and five loads of recycling.  
\*Report attached

**Planning and Zoning:** Planning and Zoning Secretary Barkdull reviewed the report as submitted. She reported there were three applications for the Planning Board. And six open projects: Finger Lakes Fabric, Johnson, SUNN 1077 LLC, Winkelman, Foote and Lakelawn. Other activities included four pre-application meetings, an Open Space Committee work session, P&Z Staff work session, 3 hours of Codes Enforcement training and the final draft of the Shoreline Code and the Water Protection Code.  
\* Report attached.

**Codes:** Officer Herrmann reviewed the April Codes Office report. He stated there were 48 expired permits this month. He thanked Tim Dobrovosky and the Highway Department for getting the Codes vehicle snow tires off. Amy Dell is working on Fire inspection scheduling.  
\*April Codes Report attached

**Parks:** Parks Manager Sue Murphy reported the new sheds had been delivered and installed at the park and they looked great! She displayed pictures for the Board. Lakeshore Baseball had funded

the sheds, and they were all excited to start using them this season. Baseball and softball would be starting this weekend, the Farmers Market would begin May 22<sup>nd</sup>, and they were taking reservations for the picnic shelter. She reported they still needed lifeguards for the waterfront and the Boat Launch parking area would be open Memorial Day weekend.

**Water:** Supervisor Legg reviewed the report submitted by Frank Lessaongang of the Water Department. The water bacteria testing all came back negative, they had repaired a water leak on School Street, helped the Parks Department turn the water on at the Sims building and the Nature Trail, repaired a water shutoff valve on Crow Hill Road, preformed multiple dig safe requests, and preformed routine maintenance on equipment and vehicles.

**Engineer:** Town Engineer Robinson reported on the following:

In April, the engineering department worked on the following projects:

- Completed two applications for the Congressionally Directed Spending with Sen Schumer and Sen Gillibrand for waterline rehabilitation and replacement on 321.
- Attended and Presented at the New York State American Water Works Association Annual Conference in Saratoga Springs
- Visited a few project sites in the water system for new builds and reconstructions updated service records.
- Attended Statewide Aquastore Field Day for construction of a new tank for the Andrew's Road Water Project
- Completed and submitted ASHRAE study for the Sims Building
- Completed Hydrant Location mapping, Frank was a major help! He located all of the hydrants in the system, and I converted them over to a shapefile for submission to the Onondaga County Department of Emergency Services.
- Completed interviews for the Water Department sent CDLs over to the highway department just as information.
- Completed two rounds of roof bids, will have another in May.
- Completed Occupancy Tax Project for Town Clerk

**Budget:** Budget Officer Keri Fey reported the Town AUD had been submitted to the NYS Comptroller. They completed the inhouse work with Insero to complete the 2024 financial audit. The Budget office is working on the payroll transition to Paychex.

**Fire Department:** Councilor Dove reviewed the Skaneateles Fire Department March 2025 report. \*Report attached.

**Resignation – Councilor Alexander Effective June 30, 2025:** Supervisor Legg stated the Board was in receipt of a letter of resignation from Councilor Courtney Alexander. Supervisor Legg stated he was sorry to see this letter. Councilor Alexander had been an excellent Board member and he, the Town Board, and the community would miss her.

Councilor Alexander stated she was resigning from the Town Board Since her and her family were moving out of the Town of Skaneateles. She was sad to be leaving the Town Board but would be close enough to stay involved with the community.

Supervisor Legg announced Councilor Alexander's date of resignation would be June 30, 2025.

**Minutes of April 21, 2025:** On a motion of Councilor Alexander, seconded by Councilor Tucker, and with a (5-0) affirmation of the Town Board, the minutes of April 21, 2025

**Abstract #25-08:** On a motion of Councilor Milne, seconded by Councilor Dove and with unanimous (5-0) affirmation of the Town Board vouchers were authorized from the following funds:

**Abstract #25-08**

General	\$130,526.47
Part Town	\$ 1,745.17
HWY	\$ 87.72
HWY PT	\$ 1,082.89
St. Lght	\$ 650.53
Water	\$ 571.22
Water Tower	\$ 27,000.00
 TOTAL	 \$161,713.63

**Veterans Memorial Committee Appointment – Patrick Taylor:** Supervisor Legg announced Veteran's Committee member Bob Herrmann had recommended Patrick Taylor for the Veteran's Committee since they were looking for new members.

Supervisor Legg and the Town Board agreed Mr. Taylor was an excellent choice. Mr. Herrmann stated he was happy Mr. Taylor accepted the appointment, and he was honored to work with him.

On a motion of Councilor Dove, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, Mr. Patrick Taylor was appointed to the Town of Skaneateles Veterans Memorial Committee.

**Amended Highway 284 Agreement – Expenditures of Highway Monies:** Highway Superintendent Dobrovosky stated there was a change to the 2025 Highway 284 Agreement and he was asking for the Board to approve the amendment.

This change would be to include Heifer Road; it would not change the funds budgeted for 2025, only the roads that were affected.

On a motion of Councilor Alexander, seconded by Councilor Dove and with unanimous (5-0) affirmation of the Town Board, the Town Board approved the amended 2025 Highway 284 Agreement as presented.

**Water District #6 Lateral Restriction Resolution:** Attorney Smith stated the Town Board of the Town of Skaneateles created the Town of Skaneateles Water District No. 6 pursuant to the New York State Town Law for the express purpose of providing public water to residents in the area bounded by County Line Road, Andrews Road, Kane Avenue, and NYS Route 20, which is in lands within Onondaga County Agricultural District No. 2 as well as the area immediately surrounding those roads. The Town Board is required to file a Notice of Intent to Undertake an Action Within an Agricultural District to evaluate the impact of providing a source of public water supply within this area on land within Onondaga County Agricultural District No. 2.

Therefore, the Board needed to adopt its Lateral Restrictions policy to avoid potential adverse impacts to the Agricultural District.

The Board adopted the following resolution:

**RESOLUTION  
OF THE TOWN BOARD  
OF THE TOWN OF SKANEATELES**

**Town of Skaneateles Water District No. 6 Lateral Restrictions**

WHEREAS, the Town Board of the Town of Skaneateles (the "Board") has created the Town of Skaneateles Water District No. 6 pursuant to the New York State Town Law for the express purpose of providing public water to residents in the area bounded by County Line Road, Andrews Road, Kane Avenue, and NYS Route 20, as well as the area immediately surrounding those roads; and

WHEREAS, part of the land area within Water District No. 6 is also within Onondaga County Agricultural District No. 2; and

WHEREAS, the Board is filing a Notice of Intent to Undertake an Action Within an Agricultural District to evaluate the impact of providing a source of public water supply within this area on lands within Onondaga County Agricultural District No. 2; and

WHEREAS, the New York State Department of Agriculture and Markets ("Department") may express concern about the potential adverse impact that said public water supply is likely to have on agriculture within the Agricultural District, and will most likely request the adoption of its Lateral Restrictions policy to avoid potential adverse impacts to the Agricultural District.

**NOW, THEREFORE, BE IT RESOLVED** that the Board, in recognition of the concerns that may be raised, hereby resolves to adopt the "Lateral Restriction - Conditions on Future Service" specified by the New York State Department of Agriculture and Markets as follows:

**Lateral Restriction – Conditions on Future Service**

The Town of Skaneateles imposes the following conditions, as warranted or recommended on the management of water lines located in Water District No. 6, within an agricultural district:

- (1) The only land and/or structures which will be allowed to connect to the proposed waterline within an agricultural district will be existing structures at the time of construction, further agricultural structures, and land and structures that have already been approved for development by the local governing body prior to the filing of the Final Notice of Intent by the municipality.

Land and structures that have been approved for development refer to those properties/structures that have been brought before a local governing body where approval (e.g., subdivision, site plan, and special permit) is needed to move forward with project plans and the governing body has approved the action. If no local approval is required for the subdivision of land and/or the construction of structures, the municipality accepts the limitation under Public Health Law §1115 that defines a "subdivision," in part, as "any tract of land which is divided into five or more parcels." Water and/or sewer service will not be extended to the fifth and subsequent parcels where no local approval is required and the land is located within a county adopted, State certified agricultural district.

- (2) If a significant hardship can be shown by an existing resident, the lateral restriction on the resident's property may be removed by the municipality upon approval by the Department. It is the responsibility of the resident landowner to demonstrate that a hardship exists relative to his or her existing water supply or septic system and clearly demonstrate the need for public water or sewer service. The municipality shall develop a hardship application to be filed with the municipality, approved by the Department of Health, and agreed to by the Department of Agriculture and Markets.
- (3) If it can be demonstrated to the Department's satisfaction that the landowner requested the county to remove his or her land from an agricultural district at the time of district review and the county legislative body refused to do so, lateral restrictions may be removed by the municipality if the Department determines that the removal of the restriction for the subject parcel(s) would not have an unreasonably adverse effect on the agricultural district.
- (4) If land is removed from a county adopted, State certified agricultural district and the district has been reviewed by the county legislative body and certified by the Commissioner for modification, lateral restrictions imposed by the municipality are no longer in effect for the parcels of land that have been removed from the agricultural district.
- (5) Hydrants and valve boxes must not be placed directly in agricultural fields.

The adoption of the foregoing Resolution was moved by Councilor Alexander, seconded by Councilor Tucker, and duly put to vote, which resulted as follows:

Chris Legg	Voting	Aye
Courtney Alexander	Voting	Aye
Sue Dove	Voting	Aye
Mark Tucker	Voting	Aye
Lori Milne	Voting	Aye

**Schedule Update Shoreline Regulations Public Hearing – June 2, 20225 at 7:00 pm:**  
Supervisor Legg stated the Board was in receipt of the Draft Shoreline Regulations and the next step would be to schedule the public hearing. The Board agreed to schedule the public hearing on June 2, 2025 at 7:00 p.m. and approved the following resolution:

**RESOLUTION  
OF THE TOWN BOARD  
OF THE TOWN OF SKANEATELES**

**Proposed Shoreline Development Amendments**

**WHEREAS**, Pursuant to Municipal Home Rule Law Section 20(4), Board Member Alexander has introduced for consideration Local Law No. 2 of 2025 entitled “A Local Law Amending Chapter 148 of the Code of the Town of Skaneateles” (the “Proposed Local Law”); and

**WHEREAS**, the purpose of the Proposed Local Law is to amend Section 148-12-2 of Chapter 148 of the Code of the Town of Skaneateles, more commonly known as the Zoning Law of the Town of Skaneateles (the “Zoning Law”), related to shoreline development in the Skaneateles Lake watershed in furtherance of preserving the economic, environmental, aesthetic and recreational resources of the Skaneateles Lake watershed and to promote public health, safety and welfare; and

**WHEREAS**, the Town Board desires to comply with the requirements of the State Environmental Quality Review Act (“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 Zoning Law.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board hereby declares its intent to serve as lead agency for purposes of a coordinated review under SEQRA of the Proposed Local Law;

**BE IT FURTHER RESOLVED** that the Town Board hereby preliminarily classifies the Proposed Local Law as a Type 1 Action under SEQRA, and the Town Board hereby directs the Town Clerk to send Part 1 of the Full Environmental Assessment Form and the Proposed Local Law to all interested agencies to request their comments thereon;

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



**BE IT FURTHER RESOLVED** that the Town Clerk shall refer the Proposed Local Law to the Town of Skaneateles Planning Board for its review and report pursuant to Section 148-10-11 of the Zoning Law, no later than thirty (30) days from the date of this resolution; and

**BE IT FURTHER RESOLVED** that the Town Board shall hold a public hearing to receive comments about the proposed amendments on June 2, 2025 at 7:00 p.m.

The adoption of the foregoing Resolution was moved by Councilor Alexander, seconded by Councilor Dove, and duly put to vote, which resulted as follows:

Chris Legg	Voting	Aye
Courtney Alexander	Voting	Aye
Sue Dove	Voting	Aye
Mark Tucker	Voting	Aye
Lori Milne	Voting	Aye

**New York State Agricultural Land Trust Request – Letter of Support Cuddeback Farm Conservation Easement:** Supervisor Legg stated the Executive Director for the New York Agricultural Land Trust, is preparing to submit an application on behalf of the Cuddeback Farm to the NY Ag and Markets Farmland Protection Implementation Grant in order to place a conservation easement on their farm. Part of the application is getting a letter of support from each township that the farm parcels are in. There are two parcels of Cuddeback Farm that are in Skaneateles, 061.-03-12.0 and 060.-03-09.2.

The Board agreed this was an important parcel to have this conservation easement and agreed to submit the letter of support.

On a motion of Councilor Tucker, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, the Board approved the letter in support of the Cuddeback Farm's application to the New York State Department of Agriculture and Market's Farmland Protection Grant proposal for conservation easement rights.

**Water Department Appointment – Seth Lincoln:** Supervisor Legg stated he and the Board had reviewed the candidates for the Town of Skaneateles Water Department position and had chosen Seth Lincoln to fill the vacant position in the water department.

Seth Lincoln was the best candidate, and the Town is looking forward to working with him.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the Board appointed Seth Lincoln to the Town of Skaneateles Water Department starting on May 12, 2025 at a rate of 27.14/hour.

**Schedule Bid Opening – Town Hall Roof Bid May 29, 2025 at 10:00 am:** Supervisor Legg stated a bid opening was held for the Town Hall roof and the bids received were reviewed and there was a large gap in the proposed costs. Upon review of the bid specs it was decided to get the appropriate bid the specifications needed to be amended and therefore the roof would be rebid.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the Board scheduled a bid opening for the Town Hall roof on May 29, 2025 at 10:00 a.m.

**Announcements/Correspondence/Updates**

***Assessor Meeting Dates and Times:*** Councilor Dove Legg announced the Assessor had the following dates and times available for meetings with residents.

*May 12, 2025 4:00pm – 8:00 pm*

*May 13, 2025 9:00 am - 1:00 pm*

*May 17, 2025 8:00 am – 12:00 noon*

*May 19, 2025 9:00 am – 1:00 pm*

This is another opportunity for residents to discuss their assessments with assessor Mike Maxwell before Grievance Day.

***Grievance Day May 27, 2025 10:00 am -2:00 pm and 3:00 pm – 8:00 pm***

***Occupancy Tax Update:*** Supervisor Legg announced the request for the renewal of the Town of Skaneateles Occupancy Tax was submitted to the NY State Senate and Assembly.

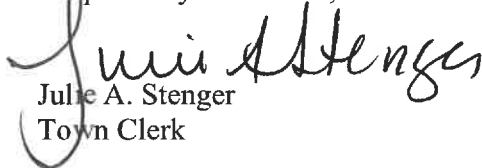
***Onondaga County Multi-Jurisdictional Hazardous Mitigation Plan Public Review Period:*** Supervisor Legg stated Codes Officer Bob Herrmann attended a program on the 2025 Onondaga County Multi-Jurisdictional Hazard Mitigation Plan. In an effort to make Onondaga County and its municipalities more resilient, the 2025 Onondaga County Multi-Jurisdictional Hazard Mitigation Plan had been updated to provide a basis for identifying and managing natural hazards, and to meet federal, state, and local requirements for hazard mitigation and Federal Emergency Management Agency (FEMA) mitigation grant funding. Onondaga County is currently seeking stakeholder and public comment on the 2025 Onondaga County Multi-Jurisdictional Hazard Mitigation Plan draft and has asked municipalities to share with their residents. Supervisor Legg stated it could be added to the Town of Skaneateles Website.

***Conservation Area Fishing Derby – June 1, 2025 rain date June 8, 2025***

**Public Comment:** No comments.

On a motion of Councilor Milne, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, the meeting was adjourned at 8:35 p.m.

Respectfully Submitted,

  
Julie A. Stenger  
Town Clerk