

Town Board Meeting

December 2, 2024

6:30 p.m.

Zoom Meeting ID: 876 9117 9993 Passcode: 556148

Present: Supervisor Legg, Councilor Alexander, Councilor Tucker, Councilor Dove, Councilor Milne, Attorney Marquette.

Also, Present (In Person): Tim Dobrovosky, Keri Fey, Marty Cregg, Sammi Shaw, Allan Wellington, Kevin Torrissi, Jack Bobbett, Gianna Caraccio, Annabel Wells, Carolina McGraw, Graham Bradley.

Also, Present (via Zoom): Sue Murphy, Robert Herrmann, Karen Barkdull, Brian Buff, Jason Gabak, Chris Buff, Scott Brothers.

Eagle Scout Presentation – Kevin Torrissi: Eagle Scout Kevin Torrissi presented his Eagle Scout Project to the Town Board. His project was to rebuild the Guppy Falls Bridge Overview at the Town of Skaneateles Guppy Falls Conservation area.

Kevin displayed pictures of the project and stated he was able to complete the project in one day with the help of other scouts.

Supervisor Legg stated the rebuilding of the bridge was a great addition to the Guppy Falls area. This bridge rebuild made the walk safe for all the people who use the trail.

Counselor Alexander stated Kevin had a lot of other scouts help with the project and Kevin managed the scouts as well as the project and had done an excellent job.

Kevin stated he had met with the Conservation Committee and made the design. He purchased all the material and managed the other scouts and the building of the bridge.

The Board thanked Kevin Torrissi and stated he and the scouts had done an excellent job.

* Photos attached.

Department Reports

Highway: Highway Superintendent Dobrovosky submitted his report to the Board for their review. He reported the Highway Department had plowed and treated roads once, put up marking post, did ditching and shouldering, helped the water and parks departments, fixed a catch basin on Mill Road, removed trees on Gully Road and had picked up roadkill.

Transfer Station: Municipal Recycling Liaison Brian Buff reported the Transfer Station had sent out eleven loads of trash, six open top containers and five loads of recycling. Mr. Buff reported the bins for the recycling of glass were ready and they would start tomorrow, December 3.

Supervisor Legg reviewed the glass recycling process. The Town is part of a single stream recycling system. The single stream disposal cost is about \$200 per ton. Glass is the densest item, a significant percentage of the single stream weight. We are partnering with TOMRA to recycle our glass at no cost. TOMRA is supplying three containers to sort the glass by color: clear, amber, and green/others. Deposit your rinsed, food grade glass into the appropriate container by color next to the can/metal bin in the recycling building. Please deposit glass only, no ceramics, dishes/Pyrex, mirrors, or windowpanes, no wish-cycling please. Metal lids go into the can/metal bin. The bins for returnable-deposit bottles and cans remain nearby. Deposit refunds support our Outreach Program to assist residents.

Supervisor Legg stated the separation of corrugated cardboard and metal continued to reduce our single stream costs. Both commodities generate revenue at \$90 per ton now, sometimes higher, or lower, depending on the market. The only items for disposal in single stream are mixed paper, paperboard, and plastic. Staff can answer any questions and guide you to help reduce our disposal costs. The cost to remove any single stream recycling is more than the cost of removal of trash, roughly \$200 per ton. Therefore, anything we can remove from the trash and the single stream recycling is a benefit to the Town and the environment.

Supervisor Legg stated Municipal Recycling Liaison Buff had done a great job modifying the building to place the glass recycling bins. Councilor Alexander suggested they hand out the recycling flyer to each resident purchasing a Transfer Station tag.

Planning and Zoning: Planning and Zoning Secretary Karen Barkdull reported there were five new applications for the Planning Board. She reviewed the open projects Foote and Lakelawn. Other activities include five pre-application meetings, a Shoreline Committee work session and 1 hour of Codes Enforcement training.

* November Report attached.

Codes: Codes Officer Herrmann reviewed the September Codes Office report. He reported they have seventy-two expired permits at this time. Codes Officer Herrmann thanked the Highway Department for putting the snow tires on the Codes Office vehicle for the upcoming winter.

*November Codes Report attached

Parks: Parks Manager Sue Murphy reported they were busy getting the parks ready for the winter and working on the upcoming summer programs.

Water: Supervisor Legg reported the Water Department had been working on winterizing hydrants and getting ready for the winter months.

Budget: Budget Officer Keri Fey reported she is working on yearend reports and statements.

Fire Department: Councilor Dove reviewed the Skaneateles Fire Department November report.
*Report attached.

Minutes of November 18, 2024: On a motion of Councilor Tucker, seconded by Councilor Alexander, and with a (5-0) affirmation of the Town Board, the minutes of November 18, 2024, were accepted as presented.

Budget Amendments: On a motion of Councilor Alexander, seconded by Councilor Dove, and with unanimous (5-0) affirmation of the Town Board the following budget amendments for abstract #24-22:

General Fund

\$2,000.00	Increase	11104.01.004.00	Justice CE
\$2,000.00	Decrease	11101.01.001.00	Justice PS
CE Cleanup			
\$2,500.00	Increase	14102.01.002.00	Town Clerk-EQ
\$2,500.00	Decrease	14104.01.004.00	Town Clerk-CE
CE Cleanup			
\$477.00	Increase	70204.01.004.85	Recreation Admin-Phone
\$477.00	Decrease	70204.01.004.00	Recreation Admin- CE
CE Cleanup			
\$1632.00	Increase	71104.01.004.63	Nature Trail
\$1632.00	Decrease	71104.01.004.51	Sum Rec - Fields
Nature Trail Stone Dust			
\$55.00	Increase	71404.01.004.00	Winter Rec- CE
\$2,150.00	Increase	71404.01.004.48	Winter Rec- Utilities
\$2,800.00	Increase	71404.01.004.52	Winter Rec-Supplies
\$5,005.00	Decrease	71101.01.001.00	Sum Rec-Utilities
Coding Error			
\$7,775.00	Increase	16204.01.004.44	Building CE – Pakrs
\$7,775.00	Decrease	19904.01.004.00	Contingency Acct
Parks Project			
\$2,200.00	Increase	80204.01.004.92	Planning-CE
\$2,200.00	Decrease	19904.01.004.00	Contingency Acct
2024 Code Updates			

HWY Town Wide:

\$1,761.00	Increase	51404.03.004.00	Brush and Weed
\$1,761.00	Decrease	51424.03.004.00	Snow Removal CE
Clean up			

Abstract #24-22: On a motion of Councilor Alexander, seconded by Councilor Dove and with unanimous (5-0) affirmation of the Town Board vouchers were authorized from the following funds:

General:	\$132,172.54	Highway:	\$ 4,274.25
Water:	\$ 47,200.91	Part Town:	\$ 35,256.83
T&A	\$ 29,358.75	Hwy PT:	\$ 247.34
Lighting:	\$ 784.44		
Total:	\$250,262.72		

Andrews Road Water Tower: Supervisor Legg stated the Town Board looked at possibilities for the Andrews Road Water Tank at the last meeting but tabled it since there were questions raised about total cost of project. The decision is regarding whether to construct a pedosphere tank as was in the map plan and report or shift to a newer system, a composite elevated tank (CET), recognizing that there is differing costs for those two and differing long-term life-cycle maintenance costs.

C&S Engineer Emily Procopio prepared a report that identified not just the installation acquisition costs for the pedosphere tank and the composite tank with the comparison to the original projections in the map plan report from 2023, but it incorporates the 40-year cycle operation and maintenance. 40 years is the life of the previously approved bond. And the amount that we approved in our initial plans for the bond was up to \$2,926,500 on a 40-year bond. And that is for the cost that would remain after we apply the two grants that the Town has received, the one from New York State and the other one from the U.S. Federal Government towards the total estimated cost originally of \$7,350,000. The display Emily Procopio presented showed the initial cost included in the calculations for the cost per customer, the clients for the water system, and then also incorporated the 40-year lifecycle costs. This report showed the comparison of both the pedosphere and the CET water tank systems. *C&S report attached

The Town water system is budgeted as an enterprise fund, meaning that every cost that is invoked on the water system does not go to the general fund. The water budget is self-sustaining. And using this calculation, we could recognize what the individual customer cost will be in terms of the water tax that will be assigned throughout the life of the bond. And then the expectation of the continuing operation and maintenance costs after the bond has been paid off.

He explained there are some significant differences in terms of the costs over the life cycle, but in the end, as a calculated cost of acquisition, there is a higher cost for the composite tank, which would need to be funded in the bond. And when you look at the life cycle of the pedosphere tank, that has a much higher cost in terms of the maintenance that is required because of the materials that are used in the two different tank systems.

Supervisor Legg stated the largest water system in the area, Onondaga County Water Authority, had completely shifted from the pedosphere tanks because of the increasing cost they have experienced. They have gone completely over to the fused glass CETs.

Councilor Alexander stated these tanks can be expanded. So, if we ever wanted to expand the capacity, we could do it at that time without having to build an entirely new water tower somewhere else.

Emily Procopio stated the composite tanks are expandable. If there was ever future development to come into the area and you needed more water storage into that tank, you could build in certain features now, into the foundation of the tank, so that it would be able to withstand the additional water storage that could be needed in the future. If you needed additional storage, you just add additional layers into the tank and you increase the storage volume that way. Whereas with a pedosphere, because of the method of construction, you would need to construct or reconstruct an entire tank to increase the storage. It would be reasonable for the board to ask that a developer pay for the cost. With the composite tank that cost is likely to be smaller than with the pedosphere tank so it may be more amenable to a developer.

Councilor Alexander stated the amount for the annual costs for the new users in the water district seem higher than the original figures that were sent out to the residents in the water district. Most people welcome it because they want to have water. The original amount was about \$550 per lot per year.

Supervisor Legg stated there are two different calculations. The calculation for all the customers in the consolidated water district and the calculation for the new customers within the Andrews Road Water District.

Engineer Procopio and Supervisor Legg stated both calculations, and the new calculations are within the Comptrollers threshold. Supervisor Leg stated this cost is what is projected the Town would go out to bid next year and have firm calculations.

Engineer Procopio stated the estimated cost in the Map Plan and Report have a 30% contingency figured in as well.

After the Town Board discussion, the Board agreed to construct the Composite Elevated Tank (CET) for the Andrews Road Water District.

On a motion of Councilor Alexander, seconded by Councilor Dove, and with a (5-0) affirmation of the Town Board, the Town Board approved the construction of a Composite Elevated Tank (CET) for the Andrews Road Water District.

BlueScope DBIA Contract: Supervisor Legg stated the Board was in receipt of a proposed contract from BlueScope for the Parks Project.

Attorney Marquette reviewed the following core elements of the proposed contract.

- March 3, 2025, construction start date. September 12, 2025, is the substantial completion date¹, with a requirement that BlueScope work “expeditiously as reasonably practical” to finish the project. There is not a charge to be levied against BlueScope for late delivery.
- The contract price is \$1,686,808.00 subject to change orders, which include a BlueScope fee of 15% to offset the costs involved with administrating the change order process.
- Retention of 10% is only permitted on the first 50% of the work.
- Payments that are properly due but not timely paid incur interest of 6% per month or the highest rate permitted by law.
- Both payment and completion bonds are required.
- As noted above, there is a provision which required BlueScope to comply with the Wicks Law. Doing so means there will be a total of four (4) “prime” contracts signed by the Town. The general construction contract with BlueScope and three (3) other contracts between the Town and other winning bidders for Plumbing, Electrical and HVAC.
- The contract provides BlueScope with a fee to oversee the separate prime contract². The fee is not specified. We suggest that an agreed upon sum be designated in the contract prior to execution of the contract to eliminate the potential of a dispute arising due to differing opinions of the value of BlueScope’s oversight services.

Supervisor Legg stated this contract would allow the project to start quickly. The Board agreed they would have to work with Whalen and Curry for the two events that are scheduled at the Austin Pavilion this summer, the Father’s Day Pancake Breakfast, and the Fire Department’s Labor Day Field Days. Councilor Alexander stated she was concerned with the start and end schedule of these events. These types of projects have a tendency to go over the scheduled time period.

The Board discussed an earlier start date and if there could be a penalty for delayed completion.

The Board agreed to work with Whalen & Curry regarding the scheduled start and end dates in conjunction with the Parks 2025 events.

Supervisor Legg stated this project would be funded by the proceeds received from the sale of the Town’s property on Fennell Street to the library. And another source is the federal ARPA (American Rescue Plan Act) funds that were provided to us. The requirement is that the ARPA

funds must be obligated to a project in 2024. The funds do not have to be spent. They simply have to be obligated, meaning that they are under a contract that requires payment.

The Town Board approved the following resolution:

**TOWN OF SKANEATELES, NEW YORK
RESOLUTION**

**RESOLUTION AUTHORIZING TOWN SUPERVISOR TO OBLIGATE AMERICAN
RESCUE PLAN ACT FUNDS AND APPROVING BLUESCOPE CONTRACT**

The Town Board of the Town of Skaneateles, New York (the "Town"), duly convened in regular session on December 2, 2024, at the Town Hall located at 24 Jordan Street, Skaneateles, New York 13152 does hereby resolve as follows:

WHEREAS the Town is seeking to utilize its awarded American Rescue Plan Act (hereinafter, "ARPA") funds for its Austin Park Project and wishes to obligate said funds before the December 31, 2024, deadline; and

WHEREAS the Town wishes to enter into a certain contract with BlueScope (the "Contract") for design and construction services in relation to the Austin Park Project; and

WHEREAS the Town determines it to be in the best interest of the Town to obligate such ARPA funds toward the BlueScope Contract.

NOW, THEREFORE, BE IT RESOLVED, that the Town hereby approves the BlueScope Contract.

BE IT FURTHER RESOLVED that the Town approves the obligation of ARPA funds to fund such Contract.

BE IT FURTHER RESOLVED that the Town directs the Town Attorney to obtain a fixed price from BlueScope for BlueScope's services provided in relation to its supervision over the remaining prime contracts associated with the Austin Park Project pursuant to New York General Municipal Law § 101;

BE IT FURTHER RESOLVED that the Town Supervisor is empowered to execute the BlueScope Contract on behalf of the Town for professional services associated with the Austin Park Project.

BE IT FURTHER RESOLVED that the Town hereby authorizes the Town Supervisor and the Town Attorney to take such other steps as may be necessary to carry out this resolution.

BE IT FURTHER RESOLVED that this resolution shall take effect immediately.

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

Supervisor Legg	Voting	Aye
Councilor Alexander	Voting	Aye
Councilor Dove	Voting	Aye
Councilor Tucker	Voting	Aye
Councilor Milne	Voting	Aye

This Resolution was thereupon declared duly adopted.

Board of Assessment Review Appointment: Supervisor Legg stated Jonathan Holbein's term on the Board of Assessment Review had expired and he did not seek reappointment. The Board received one letter of interest from Town resident Stephanie Devins and the Board agreed she would make an excellent member.

On a motion of Councilor Dove, seconded by Councilor Milne, and with a (5-0) affirmation of the Town Board, the Town Board appointed Stephanie Devins to the Town of Skaneateles Board of assessment review for a 5-year term.

Schedule Interviews for Planning and Zoning Boards Positions: supervisor Legg stated the two expiring terms on the Planning and Zoning Boards this year are Don Kasper, Planning Board and Denise Rhoads, Zoning Board of Appeals. The positions were posted on the website. Don Kasper and Denise Rhoads both have submitted letters requesting to be reappointed to their positions on their respective Boards.

The Board agreed to meet with both Don Kasper and Denise Rhoads at a time they were available.

Plumley Engineering 2024 Landfill Post Monitoring Report: Supervisor Legg announced the Town Board was in receipt of the 2024 Landfill Post Closure Monitoring Report from Plumley Engineering. The report stated the current conditions at the former Town of Skaneateles Landfill are similar to those recorded in previous years.

The Board stated the next groundwater monitoring well sampling is to be completed in 2025. This was in the approved Town of Skaneateles 2025 Budget.

On a motion of Councilor Milne, seconded by Councilor Tucker, and with a (5-0) affirmation of the Town Board, the Town Board accepted the Plumley Engineering 2024 Landfill Post Closure Monitoring Report as presented.

Schedule Town Board Organization Meeting: On a motion of Councilor Alexander, seconded by Councilor Tucker, and with a (5-0) affirmation of the Town Board, the Town Board scheduled the 2025 Town of Skaneateles Organizational Meeting for January 6, 2025, at 5:30 p.m.

Reschedule January 20, 2025, and February 17, 2025, Town Board Meetings: On a motion of Councilor Alexander, seconded by Councilor Tucker, and with a (5-0) affirmation of the Town Board, the Town Board scheduled the following Town Board meetings for January and February 2025:

January 6, 2025,	5:30 p.m. (Organizational Meeting)
January 27, 2025,	6:30 p.m.
February 10, 2025,	6:30 p.m.

Fast Sign Estimate - Townwide Sign Project: Councilor Alexander stated the Board was in receipt of two estimates from Fast Signs. One estimate was for the installation of the last round of approved Town signs for an amount of \$661.00. The second estimate was for the fabrication of the next round of Townwide signs at an amount of \$42,966.66.

Councilor Alexander asked Budget Officer Fey if the next round of signs could be approved in 2024, if it was in this year's budget. Ms. Fey stated she would have to look at the accounts.

On a motion of Councilor Alexander, seconded by Councilor Dove, and with a (5-0) affirmation of the Town Board, the Town Board authorized Supervisor Legg to sign the estimate from Fast signs for the next round of Townwide signs for a cost of \$42,960.66 and to add the \$661.00 invoice from Fast signs to the #24-22 Abstract.

Announcements/Correspondence/Update

Update on Town-wide Reassessment: Supervisor Legg announced the Town held a Reassessment meeting with representatives from NYS Real Property and taxation along with Mike Maxwell. The meeting was highly informative and well attended. The Town website has the meeting recording, and the information handout presented at the meeting.

Employment Opportunity -Part Time Bookkeeper: Supervisor Legg stated they are still taking applications for the part-time bookkeeper to the Supervisor position. Please submit any letters of interest to the Town Clerk.

Town Department Holiday Hours:

<i>December 20th</i>	<i>Town Departments Christmas Luncheon – Transfer Station closed at 12:00 pm</i>
<i>December 24th</i>	<i>Christmas Eve – Floating Holiday</i>
<i>December 25th</i>	<i>Town Departments Closed – Christmas</i>
<i>January 1st</i>	<i>Town Departments Closed – New Years Day</i>

2025 Transfer Station Permits on Sale: Supervisor Legg announced the 2025 Transfer Station Permits were on sale at the Town Clerk's Office and this year the cost is \$100.

Austin Park Native Tree Planting: Supervisor Legg announced trees had been planted in Austin Park to replace the trees that were removed when the walking path was resurfaced. These trees are native species to the area and will be a great addition to the park.

Councilor Dove stated the Highway Department faced the first tricky snow event of the season this morning and they will continue to try and get ahead of the storms in the future.

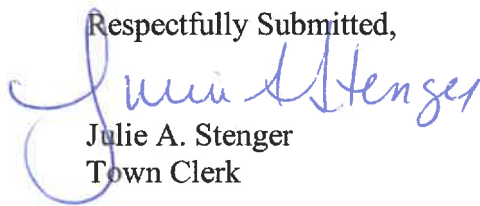
Public Comment: No comments

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned to attorney advice at 8:00p.m.

On a motion of Councilor Alexander, seconded by Councilor Milne and with unanimous (5-0) affirmation of the Town Board the meeting returned to open session at 9:20 p.m.

On a motion of Councilor Dove, seconded by Councilor Milne and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned at 9:00 p.m.

Respectfully Submitted,



Julie A. Stenger
Town Clerk

Town of Skaneateles

Open Projects Report

11/01/2024 - 11/30/2024

For Project Type: < All >

Project Identifier	Applicant	Parcel Location	Project Type	Application Date
P-2024-53	James Fox	1431 Thornton Hgts Rd	Site Plan	11/01/2024
Proposed two car detached garage with attic space above.				
P-2024-54	Curt Andersson	1770 Tamarack Cv	Site Plan	11/08/2024
Proposed shoreline remediation with stepped timber retaining walls on failing cliff. French drain will be added at top of cliff.				
P-2024-55	david bowser	3065 E Lake Rd	Special Permit	11/08/2024
Proposed kitchen addition with outdoor patio. ISC and TLC will remain the same.				
P-2024-56	Sonbyrne sales inc	Byrne Dairy Gas Station	Amendment	11/12/2024
Proposed demo of the exsiting gas station, convenience store, and car wash and construct a new convenience store and fueling facility				
P-2024-57	Soggygrass Holdings LLC/Todd	3205 E Lake Rd	Site Plan	11/27/2024
Proposed relocation of lakeside building, demolish existing associated dwek and walk. Place esiting bulding to north side of dwelling and coonection to dwellinw with ndew deck.				

Total # of Open Projects : 5

11/29/2024 Status of Existing projects still open:

Foote (2023)– 2 lot subdivision is pending OCDOH approval.

Lakelawn (2021)– proposed brick and stone masonry wall to replace wood fence along West Lake Rd. this project is on hold.

Other Activities:

- pre-application meetings (5)
- Shoreline Committee Work Session
- Shoreline notes and research
- CEO training (1 hour); Zoom A! (30 min)

Completion Issued Report

11/01/2024 - 11/27/2024

Contact Type: Applicant

Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
23-055	034.-01-16.0	Certificate of Compliance	23-055	Gregory Williamson	1852 Sugar Maple Ln Alteration # of CC/CO :Issued : <u>1</u>	11/22/2024
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
23-102	043.-01-10.0	Certificate of Occupancy	23-102	3703 Highland Ave LLC	3703 Highland Ave Single Family Home # of CC/CO :Issued : <u>1</u>	11/15/2024
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
24-020	037.-01-20.0	Certificate of Compliance	24-020	Tracey Mills Management Trust	2613B E Lake Rd	11/21/2024
Permit #	SBL	Completion Type	Completion Number	Applicant	Shoreline Structure # of CC/CO :Issued : <u>1</u>	Completion Date
24-031	023.-05-05.4	Certificate of Compliance	24-031	None	4348 County Line Rd Miscellaneous # of CC/CO :Issued : <u>1</u>	11/21/2024
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
24-114	017.-01-01.0	Certificate of Compliance	24-114	Brian Dristle	4719 Jordan Rd	11/18/2024
24-136	024.-05-01.2	Certificate of Compliance	24-136	Ronald Chapman	887 Mottville Rd Deck # of CC/CO :Issued : <u>2</u>	11/08/2024
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
24-138	063.-03-05.0	Certificate of Compliance	24-138	Richard Garlock	1777 Russells Lndg Repair existing structure # of CC/CO :Issued : <u>1</u>	11/08/2024
Permit #	SBL	Completion Type	Completion Number	Applicant	Location	Completion Date
24-139	044.-02-01.3	Certificate of Compliance	24-139	None	1148 Jewett Rd Miscellaneous # of CC/CO :Issued : <u>1</u>	11/08/2024
Grand Total:						<u>8</u>

Town of Skaneateles
Complaint Action Summary

10/27/2024 - 11/27/2024

Complaint #: <All>

Owner: < All >

Complaint #: 24-144 **Type:** Miscellaneous **Status:** Open
Location: 1919 W Lake Rd **Identifier:** 061.-01-10.0 **Open Date:** 11/19/24
Owner: John Cherundolo **Complainant:**
Nature Of Complaint: commercial activity on lot with no Special permit

Action Type	Action Date	Action Information	Inspector
Violation	11/19/24	Code: § 148-13. A Status: Open Comply By: 12/04/24	

Complaint #: 24-145 **Type:** Miscellaneous **Status:** Open
Location: 1919 W Lake Rd **Identifier:** 061.-01-10.0 **Open Date:** 11/19/24
Owner: John Cherundolo **Complainant:**
Nature Of Complaint: commerical activity on lot with no Special permit

Action Type	Action Date	Action Information	Inspector
Violation	11/01/24	Code: § 148-13. A Status: Open Comply By: 11/01/24	

Complaint #: 24-146 **Type:** Miscellaneous **Status:** Open
Location: 1928 W Lake Rd **Identifier:** 058.-01-09.0 **Open Date:** 11/19/24
Owner: 1938 West Lake Rd LLC **Complainant:**
Nature Of Complaint: commerical activity on lot with no Special permit

Action Type	Action Date	Action Information	Inspector
Violation	11/01/24	Code: § 148-13. A Status: Open Comply By: 11/06/24	

Complaint #: 24-147 **Type:** Miscellaneous **Status:** Open
Location: 1928 W Lake Rd **Identifier:** 058.-01-09.0 **Open Date:** 11/19/24
Owner: 1938 West Lake Rd LLC **Complainant:**
Nature Of Complaint: commercial activity on lot with no Special permit

Action Type	Action Date	Action Information	Inspector
Violation	11/19/24	Code: § 148-13. A Status: Open Comply By: 12/04/24	

Complaint #: 24-148 **Type:** Miscellaneous **Status:** Open
Location: 1871 W Lake Rd **Identifier:** 061.-01-12.1 **Open Date:** 11/19/24
Owner: Mandana Farms **Complainant:**
Nature Of Complaint: commercial activity on lot with no Special permit

Action Type	Action Date	Action Information	Inspector
Violation	11/01/24	Code: § 148-13. A Status: Open Comply By: 11/06/24	

Complaint Action Summary

Complaint #: 24-149

Type: Miscellaneous

Status: Open

Location: 1871 W Lake Rd

Identifier: 061.-01-12.1

Open Date: 11/19/24

Owner: Mandana Farms

Complainant:

Nature Of Complaint: commercial activity on lot with no Special permit

Action Type	Action Date	Action Information	Inspector
Violation	11/19/24	Code: § 148-13. A Status: Open Comply By: 12/04/24	

Inspections Report

Start Date: 10/27/2024 End Date: 11/27/2024
Inspectors: < All >

Identifier	Address	Primary Contact	Date	Type	Inspector	Result
042.-05-05.1	1674 Cherry Val Tpk (Grace Chapel)	Grace Chapel Inc	11/13/2024	Assembly Occupancy Inspection	Robert Herrmann	Passed with Conditions
Total Inspections:					1	

Skaneateles Fire Department

December 2, 2024- Town Board Report

Calls for the Month:

- See attached Chief's Report (11/1/2024 – 11/30/2024)

Member's hours for the Month:

- See attached Members Hour Report (11/1/2024 – 11/30/2024)

Upcoming training/drills:

- 12/9 – High School Tour 19:00
- 12/16 – Bailout Refresher
- 11/23 – Movie Night 18:30
- 12/30 – Table Top Exercise 19:00

Meetings & Events for the Month:

- 12/2 - Monthly Meeting 19:00
- 01/2/2025 - Board of Directors 19:00
- 01/2/2025 – Officers Meeting 19:30

Other Business:

- Fire Department completed their annual OSHA & Harassment training in November.
- Engine 12 should be back any day. Once it is back at the station a work detail to put all the equipment back on it will be done.
- Truck 1 will be going to the same place that Engine 12 is to have it serviced. There are issues with the hydraulic system. It still is in service and usable.

Respectfully Submitted,



Eric R. Sell
Fire Chief

Chief's Report

Skaneateles

From: 11/1/2024 To: 11/30/2024

From: 1/1/2024 To: 11/30/2024

Membership

Total calls: 31	Total calls: 376	Active: 54
Structure Fires: 5	Structure Fires: 11	Career: 0
Vehicle Fires: 0	Vehicle Fires: 4	Inactive: 21
Vegetation Fires: 3	Vegetation Fires: 12	Probationary: 1
Acres Burned: 0	Acres Burned: 0	Military Leave: 0
EMS: 5	EMS: 77	Medical Leave: 0
Rescue: 0	Rescue: 4	Disability: 0
MVA: 4	MVA: 43	Social: 9
Extrication: 2	Extrication: 6	
Hazardous Condition: 2	Hazardous Condition: 33	Firefighter: 53
Service Call: 0	Service Call: 30	Interior Firefighter: 22
Good Intent Call: 0	Good Intent Call: 4	CFR: 0
False Alarm: 10	False Alarm: 126	EMT: 6
Cancelled Enroute: 1	Cancelled Enroute: 27	Paramedic: 1
Other: 1	Other: 5	Driver: 17
Mutual Aid Given: 6	Mutual Aid Given: 50	Diver: 8
Mutual Aid Received: 11	Mutual Aid Received: 126	Fire Police: 5
Average Personnel: 12.8	Average Personnel: 11.3	Haz-Mat: 19
Average Enroute Time: 2:13	Average Enroute Time: 1:51	Juniors, Explorers, RAMS: 1
Average Onscene Time: 8:07	Average Onscene Time: 6:00	Student, Bunk-in: 0
Firefighter Injuries: 0	Firefighter Injuries: 0	Support Staff: 3
Firefighter Deaths: 0	Firefighter Deaths: 0	

Meetings: 1	Meetings: 11
Drills: 4	Drills: 66
Training: 0	Training: 31
Miscellaneous: 3	Miscellaneous: 72
Stand-by: 0	Stand-by: 4

Comments: _____

Prepared by: _____

Sunday, December 1, 2024

Member Hours Report

Skaneateles

From: 11/1/2024

To: 11/30/2024

MEMBER	Drills	EMS / MEDICAL	FIRE / RESCUE	Misc.	Monthly Meeting	TOTAL
202 Alexander, Michael	9.00	8.90	21.89	6.00	1.00	46.79
40 Andrews, Bill	0	0	0	0	0	0.00
17 Atkinson, Bill	0	0	0	0	0	0.00
79 Bailer, Dennis	0	0	0	0	0	0.00
13 Bailer, Richard	3.00	2.88	3.55	0	1.00	10.43
80 Bailer, Rob	3.00	0	0	0	1.00	4.00
900H Barron, Dee	0	0	0	0	0	0.00
6 Battle, Jorge	6.00	7.55	19.53	0	1.00	34.08
136 Blum, Tory	3.00	0	0	0	1.00	4.00
901H Brown, Jim	0	0	0	0	0	0.00
143 Buehler, Keith	0	0	0	0	0	0.00
68 Buehler, Pete	3.00	11.28	27.00	1.00	1.00	43.28
12 Buff, Jim	0	0	1.10	0	1.00	2.10
160 Busa, Steve	9.00	6.52	16.44	0	0	31.96
14 Card, David	0	0	0	0	0	0.00
15 Carlson, Gordon	6.00	3.69	16.26	0	1.00	26.95
4 Casper, Steve	0	0	0	0	0	0.00
180 Caza, Christopher	3.00	5.19	1.42	0	1.00	10.61
113 Clark, Jay	0	0	0	0	0	0.00
39 Clary, Randy	6.00	5.07	6.87	0	1.00	18.94
115 Cross, Don	0	0	0	0	0	0.00
29 D'Amico, Adam	6.00	2.88	5.91	0	1.00	15.79
21 Dean, Doug	0	0	0	0	0	0.00
195 Dickover, George	6.00	3.67	11.08	1.00	0	21.75
183 Dove, Ryan	6.00	0	2.70	0	0	8.70

Member Hours Report

Skaneateles

From: 11/1/2024

To: 11/30/2024

MEMBER	Drills	EMS / MEDICAL	FIRE / RESCUE	Misc.	Monthly Meeting	TOTAL
912H Dove, Susan	0	0	0	0	0	0.00
11 Dudden, Tammy	0	0	0	0	0	0.00
2 Evans, Daniel S	3.00	0	2.50	0	1.00	6.50
199 Evans, Thomas	9.00	0	4.81	5.00	1.00	19.81
178 Fedor, Christopher	0	0	0	0	0	0.00
117 Frank, Bob	9.00	8.12	16.30	1.00	1.00	35.42
186 Frank, William	3.00	0	0	0	0	3.00
62 Gannon, Pat	9.00	0	3.78	1.00	1.00	14.78
902H Gleason, Lorrie	0	0	0	0	0	0.00
33 Graham, Schulyer	0	0	0	0	0	0.00
909H Gray, Robby	0	0	0	0	0	0.00
197 Haining, William	9.00	3.85	14.12	0	1.00	27.97
19 Hall, Todd	0	0	0	0	0	0.00
198 Hertzendorf, Cameron	3.00	6.21	15.82	2.00	1.00	28.03
914H Hubbard, Marty	0	0	0	0	1.00	1.00
25 Jones, Paul	0	0	0	0	0	0.00
194A Kenyon, Laureen	0	0	0	0	1.00	1.00
43 Landers, Ed	0	0	0	0	0	0.00
45 Lee, Dave	0	0	0	0	0	0.00
127 Lessaongang, Frank	3.00	8.95	14.84	0	1.00	27.79
101 Lessaongang, Ray	9.00	7.94	12.58	0	1.00	30.52
174 Lockhart, Marcus R	9.00	7.60	19.32	6.00	0	41.92
107 Loperfido, Joe	0	0	0	0	0	0.00
157 Lynn, Bill	0	0	0	0	0	0.00
156 Lynn, Marty	0	0	0	0	0	0.00

Member Hours Report

Skaneateles

From: 11/1/2024

To: 11/30/2024

MEMBER	Drills	EMS / MEDICAL	FIRE / RESCUE	Misc.	Monthly Meeting	TOTAL
51 Major, Charlie	0	0	0	0	0	0.00
904C Major, Peter	0	0	0	0	0	0.00
185 Mead, Ariel	0	0	3.70	0	0	3.70
162 Mead, Kevin	3.00	0	3.70	0	1.00	7.70
181 Mead, Paul W	3.00	5.35	12.75	0	1.00	22.10
131 Murphy, Bill	3.00	8.07	17.90	5.00	1.00	34.97
7 Murphy, Kathy	9.00	8.07	20.03	0	1.00	38.10
60 Murphy, Paul	0	0	0	0	0	0.00
96 Newell, David	9.00	8.95	15.45	0	0	33.40
184 Orsen, Joe	6.00	0	1.28	0	1.00	8.28
204 Orsen, Nathaniel	0	0	0	0	1.00	1.00
188 Paddock, Heather	3.00	0	2.43	0	1.00	6.43
63 Perkins, Dick	3.00	0	1.10	0	1.00	5.10
116 Pickering, Dana	0	0	0	0	0	0.00
200 Plummer, Paul	6.00	2.47	2.38	0	1.00	11.85
69 Roberts, Ed	0	0	0	0	0	0.00
910C Roulette, Paula	0	0	0	0	0	0.00
88 Rusin, Jim	6.00	8.75	12.26	0	1.00	28.01
66 Russell, Gene	6.00	6.57	13.68	0	0	26.25
907H Scriven, John	0	0	0	0	0	0.00
71 Scriven, Ted	0	0	0	0	0	0.00
103 Sell, Eric	9.00	13.13	23.17	5.00	1.00	51.30
176 Sell, Thomas	6.00	4.19	8.83	2.00	1.00	22.02
109 Shappell, Gary	0	0	0	0	1.00	1.00
74 Sheppard, David	3.00	3.76	7.26	0	1.00	15.02

Member Hours Report

Skaneateles

From: 11/1/2024

To: 11/30/2024

MEMBER	Drills	EMS / MEDICAL	FIRE / RESCUE	Misc.	Monthly Meeting	TOTAL
133 Short, Scott	3.00	0	1.05	3.00	1.00	8.05
908H Simmons, Doreen	0	0	0	0	1.00	1.00
909C Sisson, Barry	0	0	0	0	0	0.00
78 Spearing, Dave	0	0	0	0	0	0.00
82 Squires, Fred	0	0	0	0	0	0.00
187 Stanczyk, Mike	0	0	0	0	0	0.00
24 Stebbins, Mark	3.00	2.88	1.40	0	0	7.28
146 Tate, Jodi	0	0	0	0	0	0.00
93 Truswell, Roy	0	0	0	0	0	0.00
76 Wallace, Charles	3.00	3.77	3.71	0	1.00	11.48
92 Wellington, Allan	6.00	4.40	5.06	0	1.00	16.46
196 Wiley, Mike	0	1.17	0	0	0	1.17
41 Woodford, Clint	9.00	11.62	29.00	1.00	1.00	51.62
192 Yengo, Chris	3.00	0	2.12	0	0	5.12
Total Hours	237.00	193.45	426.08	39.00	40.00	935.5

Permit Monthly Report

11/01/2024 - 11/27/2024

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
November 2024						
24-167	11/12/2024	James Greenwood	Repair existing structure	3844 Rickard Rd SBL#: 031.-02-08.0	\$2,000.00	\$26.00
Description of Work:						
Concrete floor replacement on 22x6 existing front porch.						
24-168	11/12/2024	Finger Lakes Luxury Homes Inc	Renovation	870 Franklin St SBL#: 047.-01-19.0	\$40,000.00	\$254.00
Description of Work:						
Install new windows. garage door and siding. Home will have interior alterations such as larger full bath (2 total) and laundry area. Remove 130 sqft deck and on a 6x8 mudroom on front of the home. Will have new insulation, drywall and flooring.						
24-169	11/15/2024	Madison Hetzner	Fence	1127 Wagon Wheel Dr SBL#: 053.-01-23.0	\$5,000.00	\$56.50
Description of Work:						
Install approximately 130 lineal feet of 5' steel picket fence in south side yard. will have 4' gate on South Easterly side.						
24-170	11/15/2024	Brookedale LLC	Accessory Building	2935 E Lake Rd SBL#: 039.-01-26.0	\$36,000.00	\$230.00
Description of Work:						
Demolish existing 9x7 shed and rebuild on same foot print. remove & Replace door and window unit in existing shed next to it.						
24-171	11/18/2024	Kara Youle	Miscellaneous	3826 State Street Rd SBL#: 044.-01-21.0	\$13,733.00	\$98.00
Description of Work:						
Install 3 head mitsubishi ductless heat & cool system with outside condensor.						
24-172	11/18/2024	Keith Dart	Accessory Building	917 Stump Rd SBL#: 019.-02-06.2	\$6,000.00	\$50.00
Description of Work:						
Replace existing 144 sqft shed with new 20x20 shed on concrete pad in rear yard South side of barn						
24-173	11/19/2024	Sonbyrne sales inc	Excav., grading, clearing	1387 E Genesee St (Byrne Dairy Gas Station) SBL#: 032.-03-29.0	\$8,000.00	\$50.00
Description of Work:						
Land clearing on North End of Property for new septic system						

Permit Monthly Report

Permit #	Issue Date	Owner	Permit Type	Property Location	Valuation	Amount
24-174	11/21/2024	828 West Genesee Street LLC	Change of occupancy	828 W Genesee St (Tap Root Dispensary) SBL#: 048.-01-13.1	\$300,000.00	\$1,814.00
Description of Work: Acquire occupancy of 1924 sqft single story block building for Cannabis Dispensary. Will upgrade the interior finishes as well as the existing 2 bathrooms, Install ADA ramp on East side of building. Install new windows, doors and pave parking lot.						
24-175	11/27/2024	1590 Cherry Valley Tpk LLC	Change of occupancy	1590 Cherry Val Tpk (Cherry Valley Depot) SBL#: 042.-05-03.0	\$30,000.00	\$194.00
Description of Work: Acquire Occupancy of Unit # 10. it is the 60' x 20' southerly most unit for dog grooming Space.						
24-176	11/27/2024	Skaneateles Park East LLC	Sign	1551 US Rte 20 (Skaneateles Urgent Care) SBL#: 032.-03-20.0	\$500.00	\$50.00
Description of Work: Install 2x4 sign on North Building for Auburn hospital						
November 2024 Total:					\$441,233.00	\$2,822.50
Reporting Period Total:					\$441,233.00	\$2,822.50

TOWN OF SKANEATELES, NEW YORK
RESOLUTION

RESOLUTION AUTHORIZING TOWN SUPERVISOR TO OBLIGATE AMERICAN RESCUE PLAN
ACT FUNDS AND APPROVING BLUESCOPE CONTRACT

The Town Board of the Town of Skaneateles, New York (the "Town"), duly convened in regular session on December 2, 2024, at the Town Hall located at 24 Jordan Street, Skaneateles, New York 13152 does hereby resolve as follows:

WHEREAS, the Town is seeking to utilize its awarded American Rescue Plan Act (hereinafter, "ARPA") funds for its Austin Park Project and wishes to obligate said funds before the December 31, 2024, deadline; and

WHEREAS, the Town wishes to enter into a certain contract with BlueScope (the "Contract") for design and construction services in relation to the Austin Park Project; and

WHEREAS, the Town determines it to be in the best interest of the Town to obligate such ARPA funds toward the BlueScope Contract.

NOW, THEREFORE, BE IT RESOLVED, that the Town hereby approves the BlueScope Contract.

BE IT FURTHER RESOLVED, that the Town approves the obligation of ARPA funds to fund such Contract.

BE IT FURTHER RESOLVED, that the Town directs the Town Attorney to obtain a fixed price from BlueScope for BlueScope's services provided in relation to its supervision over the remaining prime contracts associated with the Austin Park Project pursuant to New York General Municipal Law § 101;

BE IT FURTHER RESOLVED, that the Town Supervisor is empowered to execute the BlueScope Contract on behalf of the Town for professional services associated with the Austin Park Project.

BE IT FURTHER RESOLVED, that the Town hereby authorizes the Town Supervisor and the Town Attorney to take such other steps as may be necessary to carry out this resolution.

BE IT FURTHER RESOLVED, that this resolution shall take effect immediately.

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 L. Milne	Voting	Aye

This Resolution was thereupon declared duly adopted.

Dated: December 2, 2024


Julie A. Stenger, Town Clerk

MEMORANDUM

TO: Skaneateles Town Board

FROM: John Elleman
Brody Smith
Ryan Marquette

DATE: December 2, 2024

RE: BlueScope Construction Contract

**PRIVILEGED AND CONFIDENTIAL
ATTORNEY-CLIENT COMMUNICATION**

Given the compressed timeframe and critical nature of the funding deadlines, review and negotiation of the contract presented by BlueScope was not feasible. However, we were able to verify the core business terms that were incorporated into the contract¹ along with sufficient requirements to ensure BlueScope compliance with the so called “Wicks Law” (New York General Municipal Law § 101).

In addition, the contract, while written in a matter most beneficial to BlueScope, as the designed/builder, was not drafted by BlueScope’s attorneys. Rather, the contract is the uniform contract drafted by a trade group, Design-Build Institute of America. As a result, there is some balance in the provisions that provide the Town with benefits necessary to properly oversee the project and ensure a sufficiently documented payment process to ensure good practices when utilizing public funds.

The core elements of the contract are:

1. March 3, 2025 construction start date.

¹ One cost item is referred to without a sum certain being set forth in the contract. We will provide further detail and recommendation later in the memorandum.

2. September 12, 2025 is the substantial completion date², with a requirement that BlueScope work "expeditiously as reasonably practical" to finish the project. There is not a charge to be levied against BlueScope for late delivery.
3. The contract price is \$1,686,808.00 subject to change orders, which include a BlueScope fee of 15% to offset the costs involved with administering the change order process.
4. Retention of 10% is only permitted on the first 50% of the work.
5. Payments that are properly due but not timely paid incur interest of 6% per month or the highest rate permitted by law.
6. Both payment and completion bonds are required³.
7. As noted above, there is a provision which required BlueScope to comply with the Wicks Law. Doing so means there will be a total of four (4) "prime" contracts signed by the Town. The general construction contract with BlueScope and three (3) other contracts between the Town and other winning bidders for Plumbing, Electrical and HVAC.
8. The contract provides BlueScope with a fee to oversee the separate prime contract⁴. The fee is not specified. We suggest that an agreed upon sum be designated in the contract prior to execution of the

² There are provisions which can extend the completion date such as acts of god, unavailability of materials, strikes, Town caused delays, change orders etc.

³ The completion bond is to protect the Town by insuring there is sufficient money to complete the project should BlueScope fail to complete the project. The payment bond is to protect the subcontractors in the event that BlueScope fails to pay them money properly owed them.

⁴ BlueScope with need to create the scopes of work per the project specifications, assist in the bidding process and oversee the prime contractor's work.

contract to eliminate the potential of a dispute arising due to differing
opinions of the value of BlueScope's oversight services.

Please let us know if you have any questions.