

**Town Board Meeting
September 19, 2013
7:30 p.m.**

Present: Deputy Supervisor Greenfield, Councilor Murray, Councilor McGlynn, Councilor Keyes.
Absent: Supervisor Roney

Also Present: Gene LaForte, Joe Genco (Skaneateles Press), Jonathan Monfiletto (Skaneateles Journal), Jim Moore, Allan Wellington, Jim Card, Mary Sennett, Julie Stenger, Claire Howard.

Department Reports

▪*Highway, Transfer Station, Water:* Jim Card reported that they were ditching, adding drainage pipes and getting ready for fall in the Highway Department. The Water Department is going to make the pipe connection between water district #1 and water district #4 so that the open reservoirs can be decommissioned. He reported that over 350 cars participated in bringing household hazardous waste to the Transfer Station last Saturday to be disposed of through our Household Hazardous Waste Disposal event. He thanked Janet Aaron for all the work she did for this project. Councilor McGlynn said that 77 - 55 gallon drums were filled during the event.

▪*Parks:* Gene LaForte reported that they have the ice rink about 75% complete for ice start up this season. This has been a good year for the farmer's market vendors. The last weekend will be Columbus Day weekend. Mr. LaForte said he would contact the St. James Church about painting the Sims building for their community day event.

▪*Conservation Committee, Cemetery, Court:* Councilor Murray reported that they had their last meeting of the year. She is working on better signage to identify where the Conservation Areas are. Karl Eldredge is preparing the cemeteries for winter. She also reported that she has discussed with court their request for some furniture replacement.

▪*Codes:* Deputy Supervisor Greenfield reported that the Codes Department was busy with building permits and violations.

▪*Budget:* Deputy Supervisor Greenfield reported that the next budget meeting would be at 8 a.m. on Friday, September 27th.

Resolution #13-147

Abstract #13-18: On a motion of Councilor Murray, seconded by Councilor McGlynn and with unanimous affirmation (4-0) of the Board vouchers #13-1146- #1229 from the following funds:

Town Board:	\$56,671.00	Part Town:	\$ 3,762.13
Highway:	\$17,776.66	Highway P/T:	\$74,683.19
Fire Protection:	\$63,625.00	Water:	\$ 3,391.14
Sewer #6:	\$ 357.24	Limeledge:	\$15,419.04
T & A:	\$10,337.44		

Total: \$246,022.84

Resolution #13-148

Water District Equipment Reserve Fund Transfer: On a motion of Councilor Keyes, seconded by Councilor McGlynn and with unanimous approval (4-0) of the Board a transfer of not to exceed \$22,000 from the Water District Consolidated Equipment Reserve Fund to purchase a commercial

water meter was authorized subject to the permissive referendum requirements of Town Law and General Municipal Law.

Resolution #13-149

Transfer Station Equipment Reserve Fund Transfer: On a motion of Councilor McGlynn, seconded by Councilor Murray and with unanimous affirmation (4-0) of the Board a transfer of not to exceed \$31,500 from the Transfer Station Equipment Reserve Fund for the purchase of containers and a compactor at the Transfer Station was authorized subject to the permissive referendum requirements of Town Law and General Municipal Law.

Resolution #13-150

Austin Pavilion Capital Improvement Reserve Fund Transfer: On a motion of Councilor McGlynn, seconded by Councilor Murray and with unanimous affirmation (4-0) of the Board a transfer of not to exceed \$45,000 from the Allyn Arena Capital Improvement Reserve Fund for the repair of the Austin Pavilion roof was authorized subject to the permissive referendum requirements of Town Law and General Municipal Law.

Resolution #13-151

Authorize Bid for Austin Pavilion Roof Repair: On a motion of Councilor Keyes seconded by Councilor Murray and with unanimous affirmation (4-0) of the Board, a bid for the roof repair of Austin Pavilion and roof replacement of the Austin Park Picnic Pavilion was authorized with the bid opening date at 10 a.m. on September 30, 2013.

Resolution #13-152

Request for Proposal – Town Attorney: On a motion of Councilor McGlynn, seconded by Councilor Keyes and with unanimous affirmation (4-0) of the Board, it was authorized that the Town Clerk publish a notice in the local newspapers asking for letters of interest and resumes from attorneys with municipal law experience interested in providing general legal advice to the Skaneateles Town Board. Proposals outlining qualifications and background should be submitted to the Town Hall by Friday, October 11, 2013.

Resolution #13-153

Codes Enforcement Officer Appointment: Councilor McGlynn said he was very happy to be able to make a recommendation to the Town Board to appoint our next Codes Enforcement Officer. He said Debbie Williams, who has been the Town's Codes Enforcement Officer for 20 years will be retiring at the end of this year. She and her capable assistant, Todd Hall, who has been here part time for 12 years, have done an admirable job of enforcing our zoning code. Councilor McGlynn said under the rules of Civil Service, the Town did extensive interviewing of candidates from the Onondaga County Civil Service eligible list. He said at this time he is recommending that the Town Board appoint Adam Damico part time beginning in October. He said Mr. Damico comes from Skaneateles, is experienced in Codes Enforcement, is a volunteer fireman and is well known in this community. He believes that the transition from Debbie Williams to Mr. Damico will be helped because Debbie Williams and Todd Hall will remain on until at least the end of the year to support his success in this position.

Councilor McGlynn made a motion, seconded by Councilor Murray and with unanimous affirmation (4-0) of the Board to appoint Adam Damico to the position of part time Codes Enforcement Officer at \$20 per hour subject to the requirements under Onondaga County Department of Personnel Civil Service Rules which include a probationary term of not less than 8 nor more than 52 weeks.

Resolution #13-154

Assessor Appointment: Councilor Keyes reported that he is recommending to the Town Board the appointment of Linda Wright as our part time Assessor. Ms. Wright has 20 years' experience as a State Certified Assessor. She has worked in Wayne, Cayuga and Cortland Counties. He said our current Assessor, Ron Miller, has done a great job electronically streamlining that office allowing for the Town to reduce the position from full time to part time.

Councilor McGlynn said that the Town had really good candidates to choose from. Ms. Wright is a real people person and has experience in assessing a variety of different types of properties including lake and agriculture properties.

Councilor Keyes made a motion seconded by Councilor Murray and with unanimous affirmation (4-0) of the Board to appoint Linda Write to the position of part time Assessor to a six year term effective October 1, 2013 to September 30, 2019 at a salary of \$50,000 subject to confirmation that she does not need recertification from the NYS Department of Taxation and Finance Office of Real Property Tax Services.

Resolution #13-155

Town Board Meeting Date Change: On a motion of Councilor Keyes, seconded by Councilor McGlynn and with unanimous affirmation (4-0) of the Board to change the Town Board regular scheduled meeting from October 17, 2013 to October 24, 2013 in order for the Town Board to attend the Chamber of Commerce Citizen of the Year event.

Resolution #13-156

Pro Shred Contract: On a motion of Councilor McGlynn seconded by Councilor Murray and with unanimous affirmation (4-0) of the Town Board Deputy Supervisor Greenfield was authorized to sign the contract with ProShred to hold a shredding event at the Transfer Station on October 26, 2013 from 9 a.m. to Noon in the amount of \$250.00.

Deputy Supervisor Greenfield said that the contract does not include paying for the disposal of hard drives and CD/DVD/Floppy disks. These can be paid for directly to ProShred the day of the event.

Resolution #13-157

Veterans Memorial – Shotwell Park: Deputy Supervisor Greenfield reported that on May 17, 2012 Beth Batlle and Kurt Reilley, Chair of the Veterans Memorial Committee and Commander of the Robert J. Hydon Post 239 American Legion reported that they were working on a proposal for a wall with a mounted plaque for the Dessert Storm, Iraq and Afghanistan Wars for Shotwell Park. The project has been approved by the Village of Skaneateles. Charlie Major, Committee Member submitted a request to the Town Board requesting funding for the project in the amount of \$3,000.

On a motion of Councilor Murray, seconded by Councilor McGlynn and with unanimous affirmation (4-0) of the Board it was authorized to approve the funding of \$3,000 for the new Veterans memorial to recognize the Veterans serving during the Dessert Storm, Iraq or Afghanistan Wars.

Resolution #13-158

Minutes: On a motion of Councilor Murray, seconded by Councilor McGlynn and with unanimous affirmation (4-0) of the Board, the minutes of September 19, 2013 were accepted as presented.

Resolution #13-159

Sustainable Skaneateles Signs: Deputy Supervisor reported that Carol Stokes-Cawley requested putting up signs on Town properties to announce the Alternative Energy Tour on October 5th that Sustainable Skaneateles was sponsoring.

On a motion of Councilor McGlynn, seconded by Councilor Murray and with unanimous affirmation (4-0) of the Board, the request to put Sustainable Skaneateles October 5th event signs on Town properties was authorized, subject to the Village approving that the sign could be placed in front of Town Hall.

Resolution #13-160

Contract with Ron Miller – Assessor Transition: Deputy Supervisor Greenfield reported that Ron Miller had agreed to stay on to support the smooth transition to the new Assessor and submitted a proposal to continue working without benefits for up to 4 weeks beyond October 1st.

On a motion of Councilor Keyes seconded by Councilor McGlynn and with unanimous affirmation (4-0) of the Board it was agreed to authorize up to \$5,700 for Ron Miller's support and services.

Resolution #13-161

Comprehensive Plan Letter: Councilor McGlynn said he apologized that this was not on the agenda but he just was able to finalize the draft of the letter he was proposing to be sent to the Village Board. Councilor McGlynn requested that the Town Board consider authorizing this letter to be sent to the Village and read the following letter to be considered:

Dear Village Board and Comprehensive Plan Review Committee Members:

The Town Board has completed a preliminary review of the 2011 Comprehensive Plan draft and related documents submitted by the Comprehensive Plan Review Committee to the Town Board. In addition, the joint Village/Town Comprehensive Plan Review subcommittee, consisting of Board members, Mary Sennett, John Crompt, Steve McGlynn and Rick Keyes, have reviewed a key part of the Comprehensive Plan, "Goals, Objectives and Action Items" which are on pages 13-33.

Rick Keyes and Steve McGlynn submitted these documents from the subcommittee to the Town Board and to the Town Attorney for review. The Town Attorney, Pat Sardino, completed his review and submitted his comments to the Town Board on July 7, 2013.

The Comprehensive Plan Review Committee's documents submitted to the Town Board are recommendations, and not the official position of the Town Board. The Town Board desires to now obtain input from the Village Board and the public concerning the recommendations of the Comprehensive Plan Review Committee.

The Town Board proposes a joint Village Board and Town Board meeting with participation by the Comprehensive Plan Review Committee and the public to review proposed changes as submitted by the Comprehensive Review Committee.

The Town Board intends to retain the services of Joel Russell to advise the Town Board on this review process, with a focus on pages 13-33 of the proposed Comprehensive Plan. Joel Russell has offered to facilitate the review process. We therefore propose to the Village Board that both the

Town and Village Board approve the hiring of Joel Russell to be the Advisor/Facilitator of the Joint Review of the 2005 Town and Village of Skaneateles Joint Comprehensive Plan.

Please advise the Town Clerk, Janet Aaron, of available dates and times for this joint meeting.

On a motion of Councilor McGlynn seconded by Councilor Murray and with unanimous affirmation (4-0) of the Board the Town Clerk was authorized to submit the above letter to the Village of Skaneateles Board.

Meeting adjourned at 7:50 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Janet L. Aaron". The signature is written in a cursive style with a large initial "J" and a stylized "A".

Janet L. Aaron
Town Clerk