

**Town Board Meeting**  
**January 2, 2014**  
**7:00 p.m.**

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

**Also Present:** David Graham, Sue Murphy, Allan Wellington, Joe Genco (Skaneateles Press), Jonathan Monfiletto (Skaneateles Journal), Dennis Dundon, Bridgett Winkelman, Julie Stenger, Laurie Spencer.

**Welcome Town Attorney:** Supervisor Sennett reported that on December 14, 2013 five Town Board members interviewed nine candidates for Town Attorney. She said all were excellent applicants and the decision was not an easy one. She was very happy to report that all five Board members agreed on the same choice for Town Attorney and that the choice is Tom Taylor. Mr. Taylor grew up in Skaneateles and is now practicing at the Bousquet Holstein Law Firm in Syracuse. Supervisor Sennett and the Town Board welcomed Mr. Taylor to his first meeting of the Board and said they look forward to working with him.

Attorney Taylor thanked the Town Board for this terrific honor and said he is humbled serving the Town of Skaneateles. He explained that he is a local boy who grew up on Fennell Street and graduated from Skaneateles Central School in 1975. Even though he lives in Baldwinsville he has family and friends here in Skaneateles and he will always consider Skaneateles his home. He appreciates the confidence and hopes he can live up to everyone's expectations.

### **Department Reports**

▪*Highway, Transfer Station, Water:* Allan Wellington reported that they have been doing truck repairs in the highway department and have plowed 25 times since the last town board meeting. They now have two garbage compactors at the Transfer Station that better handle the garbage coming in. They have capped the waterline at the reservoir and fixed the pump at sewer district #6.

Councilor Greenfield reported that he continues to meet with representatives of the village and fire department on water pressure issues. They have decided to decommission the reservoir in order to install dry hydrants for another water source for the fire department. The Department of Health has been involved and has provided the conditions for this changeover.

▪*Parks:* Sue Murphy reported that the school rented additional ice time over the holidays. They are working on refinishing the benches for the park and doing ice arena maintenance.

▪*Budget:* Bridgett Winkelman reported that she was preparing the final payroll for 2013 and working on the W2s and 1099s. Synergy has been changing over to a new computer server at Town Hall. Work should be completed in about a week.

*Resolution #14-01*

**2013 Budget Amendments/Adjustments:** On a motion of Councilor Greenfield, seconded by Councilor Murray and with unanimous affirmation (5-0) of the Town Board the following budget amendments were authorized:

General Fund

\$ 40.00 Increase 010104.01.004.00 Town Board – C/E  
\$ 40.00 Decrease 010104.01.004.40 Town Board – C/E - Newsletter

Cost of doing business

\$ 2,250.00 Increase 011101.01.001.00 Justice P/S  
\$ 2,250.00 Decrease 011104.01.004.00 Justice – C/E

Xfer court security from C/E to P/S

\$ 975.00 Increase 051824.01.004.00 Street Lighting – C/E  
\$ 225.00 Increase 071414.01.004.00 Creamery  
\$ 1,400.00 Increase 090308.01.008.00 Social Security  
\$ 200.00 Increase 090898.01.008.00 Other Employee Benefits  
\$ 2,800.00 Decrease 019904.01.004.00 Contingency

Cost of doing business

\$ 2,000.00 Increase 070201.01.001.00 Recreation Admin. –P/S  
\$ 3,850.00 Increase 071404.01.004.48 Winter Parks – C/E - Utilities  
\$ 5,850.00 Increase 002012.01.000.00 Play Day Camp - Revenue

Balance Seasonal activities

\$ 50.00 Increase 088104.01.004.00 Cemeteries – C/E  
\$ 50.00 Decrease 088101.01.001.00 Cemeteries – P/S

Cost of doing business

\$ 6,500.00 Increase 081601.01.001.00 Refuse / Garbage – P/S  
\$ 500.00 Increase 081604.01.004.00 Refuse / Garbage – C/E  
\$ 7,000.00 Decrease 019904.01.004.00 Contingency

Additional costs associated with in house improvements

Parttown

\$ 40.00 Increase 080204.02.004.00 Planning – C/E  
\$ 600.00 Increase 080204.02.004.59 Planning – C/E - Engineering  
\$ 75.00 Increase 090308.02.008.00 Social Security  
\$ 715.00 Increase 002555.02.000.00 Building and Alter. – C/E

Cost of doing business

Highway Parttown

\$ 3,000.00 Increase 051101.04.001.00 General Repair – P/S  
\$ 3,000.00 Decrease 051101.04.001.55 General Repair - P/S - Repair

Balance P/S between activities

SF – Fire Protection

\$ 1,575.00 Increase 034104.06.004.70 Fire Protection – Special Dist.  
\$ 1,950.00 Increase 034104.06.004.32 Fire Protection – Skaneateles  
\$ 3,525.00 Decrease 034104.06.004.62 Fire Protection - Skaneateles

Xfer to support costs associated with assessment settlement

SL – Lighting

\$ 790.00	Increase	051824.07.004.00	Street Lighting – C/E
\$ 790.00	Decrease	000909.07.000.00	Unappropriated Fund Balance

Utility Costs

EW1 – Water Consolidated

\$ 11,000.00	Increase	083204.08.004.00	Source of Supply – C/E
\$ 11,000.00	Decrease	083104.08.004.00	Water Admin. – C/E

Additional Costs associated with source

\$ 1.00	Increase	097107.08.007.70	Interest – Mill Road
\$ 1.00	Decrease	083104.08.004.00	Water Admin. – C/E

Adjustment on Bond Payment Interest

ES6 – Sewer #6

\$ 75.00	Increase	081101.11.001.00	Sewer Admin – P/S
\$ 75.00	Decrease	081104.11.004.00	Sewer Admin – C/E

Additional costs associated with Maintenance

*Resolution #14-02*

**Abstract #13-25:** On a motion of Councilor Howard, seconded by Councilor Greenfield and with unanimous affirmation (5-0) of the Town Board voucher #13-1667 to #13-1692 were approved for payment from the following funds:

General Fund:	\$11,554.74	Part Town:	\$ 812.50
Highway:	\$ 1,288.50	Lighting:	\$ 1,673.67
Water:	\$ 87.50	T & A:	\$ 1,543.39

Total: \$16,960.30

*Resolution #14-03*

**Abstract #14-01:** On a motion of Councilor Brace, seconded by Councilor Murray and with unanimous affirmation (5-0) of the Town Board, voucher #14-001-#14-0011 were approved for payment from the following funds:

General Fund:	\$31,676.29	Part Town:	\$ 2,761.78
Highway:	\$ 9,943.70	Highway P/T:	\$ 4,037.62
Water:	\$19,957.15		

Total: \$68,376.54

*Resolution #14-04*

**Authorize Supervisor to sign contract with Dennis Dundon, Zoning Officer:** Supervisor Sennett said that long time Codes Enforcement Officer, Debbie Williams retired at the end of 2013. Adam Damico had been training with Ms. Williams to take over that position. He was offered a full time civil service position with New York State and resigned from the Town the middle of December. Supervisor Sennett discussed the position with Debbie Williams before

she left and she said that the biggest challenge in that office is the zoning code. Adam Damico and Todd Hall agreed with Ms. Williams.

Supervisor Sennett said that Todd Hall has been part time Deputy Codes Enforcement Officer for 12 years and has agreed to stay on as part time Codes Enforcement Officer. Karen Barkdull is Clerk to the Codes, Planning and Zoning Office and is very knowledgeable. The Codes Office now needs someone who can dig into the details of the zoning code and has professional experience and can stand up to applicants who try to challenge the zoning laws of the Town. Supervisor Sennett said she reached out to Dennis Dundon who previously was a member of the Zoning Board of Appeals and is very articulate. He currently works for the Village as secretary to the zoning and planning boards. She requested that the Town contract with Dennis Dundon for a period of time as zoning officer to work with Todd Hall and Karen Barkdull.

On a motion of Councilor Brace seconded by Councilor Murray, and with unanimous affirmation (5-0) of the Town Board Supervisor Sennett and Attorney Taylor were authorized to draft a contract with terms to be finalized at a future Town Board meeting.

*Resolution #14-05*

**2014 Annual Resolution:** Supervisor Sennett said that this meeting is also known as the Organizational Meeting where the annual appointments and salaries are set. The Town Board has reviewed the resolution which has a few changes. Tom Taylor is being appointed attorney, Dennis Dundon as Zoning Officer, Todd Hall will move from Deputy Codes Enforcement to Codes Enforcement with an wage increase to \$20 per hour, Denise Rhoads is now Chair to the Zoning Board of Appeals creating an opening on that board, Brian Buff has been upgraded to Labor Crew Leader, June Lamon is the new Deputy Tax Collector and Connie Brace will be Deputy Supervisor.

Town Board members have been assigned to the following department:

<b>Supervisor Sennett</b>	<b>Councilor Greenfield</b>	<b>Councilor Murray</b>
Budget	Animal Control	Parks
Legal	Highway	Cemeteries
Safety	Water	Historian
	Transfer Station	Outreach/Helping Hands
<b>Councilor Howard</b>	<b>Councilor Brace</b>	
Assessor	Planning & Zoning	
Constable	Codes Enforcement	
Tax Collector		
Justice Court		

Supervisor Sennett said that the hours of operation of each department is listed. The Codes Office hours will be determined at a later date.

Councilor Brace made a motion to approve the Annual Resolution of appointments and salaries as presented. Seconded By Councilor Murray.

Councilor Howard	Yes
Councilor Brace	Yes
Councilor Greenfield	Yes

Councilor Murray            Yes  
Supervisor Sennett        Yes

Carried 5-0

*Resolution #14-06*

**Official Undertaking:** Supervisor Sennett said that Public Officers Law dictates that certain officers must execute an Official Undertaking. The amount of the undertaking is determined by the Town Board and approved by the Board. While the law only requires a Town to have either the Official Undertaking or a blanket undertaking from the Town's insurance company naming the same officers as stated in the Public Officers Law, the Town of Skaneateles has both.

On a motion of Councilor Greenfield, seconded by Councilor Brace and with unanimous affirmation (5-0) of the Town Board the amount and form of the Official Undertaking was approved.

**Recognition of David Graham's 30 Years of Service:** Supervisor Sennett read the following certificate of appreciation commending Dave Graham for his 30 years of service to the Town of Skaneateles:

Town of Skaneateles  
CERTIFICATE OF APPRECIATION  
Presented to  
**David S. Graham**  
For His Exemplary Work  
For 30 Years  
As a Member and Chair of The  
Zoning Board of Appeals 1976-1987, Chair 2006-2013  
Planning Board 1987-1996, Chair 1996-1999  
For the  
**Town of Skaneateles**  
In grateful appreciation for your  
Dedicated volunteer service to the residents of  
The Town of Skaneateles  
Given this 2<sup>nd</sup> day of January 2014

Denise Rhoads said that she will have large shoes to fill and remarked that Dave Graham was a great leader and teacher and he led by example. In the years she was his Deputy Chair, she expected to fill in a few times for him but he never missed a meeting.

Jim Condon said that it was his pleasure serving with Dave Graham for six years.

Supervisor Sennett said she served on the Zoning Board with Dave Graham and he faced many challenges with different applicants, some who were contentious but he was always fair and handled himself professionally.

Dave Graham thanked the Board for this recognition and said he served over 5 decades with many Supervisors beginning with Charlie Major and 4 or 5 Codes Enforcement Officers. He

thanked the staff and the Town Board for their support and all the folks who served on the Planning and Zoning Boards. He said he remembers receiving direction from Supervisor John Angyal demanding to get the first Comprehensive Plan finished in 1995. He hopes that this Town Board and Comprehensive Planning Committee are as dedicated now to adopt a new Plan to service the residents of the community and the future of the lake. He ended by thanking Karen Barkdull for her wonderful help as his Clerk for the last six years.

*Resolution #14-07*

**Authorize Signers on M & T Bank Accounts:** Councilor Greenfield made a motion seconded by Councilor Murray and with unanimous affirmation (5-0) of the Town Board Supervisor Sennett and Deputy Supervisor Brace were authorized as signers on the Town of Skaneateles bank accounts with M & T Bank.

*Resolution #14-08*

**2014 Contract with Industrial Medical:** On a motion of Councilor Brace seconded by Councilor Murray and with unanimous affirmation (5-0) of the Town Board Supervisor Sennett was authorized to sign the 2014 contract with Industrial Medical for the mandated substance testing for CDL Drivers.

*Resolution #14-09*

**Minutes:** Councilor Murray and Councilor Greenfield who were in office in 2013 and in attendance affirm that the minutes of December 19, 2013 are accepted as presented.

**Announcements/Correspondence/Updates:**

Letters

- *F. Ruiz Letter:* Supervisor Sennett said that she and Attorney Taylor would be scheduling a meeting with Mr. Ruiz.
- *Methodist Church letter from Bob & Shari Ross, Chairs of Antique Show:* Supervisor Sennett reported that Councilor Murray would be meeting with Mr. & Mrs. Ross to discuss their requests for use of the Austin Pavilion.
- *Jim Condon Letter:* Supervisor Sennett said that Mr. Condon submitted a letter that he said represents the concerns of the residents of Highland Avenue. She said she has discussed the letter with Allan Wellington and would be getting back to Mr. Condon. She said one concern Mr. Condon had was how fast people drive on Highland. She said the key is enforcement by the Sheriff's Department. Councilor Murray said that the Town was previously successful in reducing the speed limit with NYS and that she has worked with the Village to place the sign that shows the speed each driver is going on that street.
- *Dorothea Hughes letter from The Y:* Supervisor Sennett said that there is surplus equipment that the Y is prepared to dispose of unless the Town wants it. Councilor Murray said she called Dorothea Hughes today and left a message to set up a time to look at the equipment.
- *Letter from R. Curtis Coville:* Supervisor Sennett said that Mr. Coville is interested in being considered for the Codes Enforcement position. She encouraged him to consider the open position on the Zoning Board of Appeals.
- *Letter from Leslie Chave:* Supervisor Sennett said that Mr. Chave is interested in being considered for the open position on the Zoning Board of Appeals. She said that he would be interviewed along with any other interested candidate.

Announcements

▪*Opening on Zoning Board of Appeals:* Supervisor Sennett said that the Town Board is advertising for interested candidates to fill the vacancy of the Zoning Board of Appeals. Letters of interested should be submitted to the Supervisor by January 15, 2014.

▪*Establishing Engineering Advisory Board:* Supervisor Sennett said that the Village of Skaneateles has a Municipal Board and she believes that the Town should establish an Engineering Advisory Committee. With Dave Graham's years of experience she believes he would be a good member of this Board. This advisory board could support the Town Board for many issues including water and drainage issues.

▪*6<sup>th</sup> Annual Onondaga Co. Fire & Emergency Services Education & Legislative Breakfast:* Supervisor Sennett reported that this meeting would be at 8:30 a.m. on Saturday, February 1<sup>st</sup> in East Syracuse. The meeting will focus on discussing federal, state, and county legislation and issues with both the elected officials and members of the fire departments and ambulance corps.

▪*2014 Town Board Goals:* Supervisor Sennett said that the Town Board was in agreement with the 7 goals of the board for 2014 and asked each Board member to participate reading the goals.

Councilor Howard read goal #1 & #2:

1. Work cooperatively with other community entities
2. Work with an support the Comprehensive Plan Committee toward completion (with public comment) and adoption.

Councilor Brace read goal #3:

3. Update the Planning and Zoning process to better support board members, applicants and neighbors.

Councilor Greenfield read goal #4:

4. Work with the Village and Fire Department to update the water system to ensure adequate water pressure and fire flow through the entire system.

Councilor Grace read goal #5:

5. Work with the Village, PARCS and the community to plan for the future of our parks and recreation areas. Particular emphasis will be on the future of the Austin Pavilion, and connecting the Creekwalk and the Charlie Major Nature Trail.

Councilor Murray read goal #6 & #7:

6. Encourage community involvement and input in projects and decision making.
7. Communicate with local businesses to establish a plan for economic support and development.

Supervisor Sennett said they all will strive to accomplish all goals. She asked if they were any comments or questions and when there were none, the meeting was adjourned at 7:40 p.m.

Respectfully submitted,



Janet L. Aaron  
Town Clerk