

DRAFT

**Town Board Meeting  
January 5, 2015  
7:00 p.m.**

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

**Also Present:** Bridgett Winkelman, Sue Murphy, Allan Wellington, Dave Colegrove, Jonathan Monfiletto (Skaneateles Journal), Jason Gabak (Skaneateles Press), Robert Sykes, Randy Nonemacher.

**Department Reports:**

▪*Highway, Transfer Station, Water:* Allan Wellington reported that the plows have been out nine times since the first of the year. They are doing equipment repairs, repairing signs and trimming trees. New hours at the Transfer Station started January 1<sup>st</sup> which means that the Transfer Station will now be closed on Monday's. Sales of Transfer Station permits have been steady and have increased by approximately \$10,000 over this time last year. The Water Department has routine operations.

Councilor Howard asked about the logs at the Transfer Station. Allan Wellington said these are brought in by the Village and Town of Skaneateles and other private tree companies. Clifton Recycling is certified to remove them at no charge to the Town.

**Reserve Fund Transfer:** Allan Wellington requested that the Town Board authorize the transfer of \$45,000 from the Transfer Station Equipment Reserve Fund to purchase two aged compactors. He said this was budgeted for 2015.

On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board, authorization was given to transfer not to exceed \$45,000 from the Transfer Station Equipment Reserve Account subject to the permissive referendum requirements of Town Law and General Municipal Law for the purchase of two compactors.

▪*Parks:* Sue Murphy reported that there were four additional ice rentals during the Christmas break. She said the Open House on December 31<sup>st</sup> went very well and she thanked the volunteers for their help and support and the newspapers for their coverage of the event. She said she is now working with the Farmers Market vendors preparing for the spring market and beginning preparations for the summer PlayDay program.

▪*Codes:* Councilor Brace read the December Codes Report showing 4 permits issued, one being a fireworks permit for January 18<sup>th</sup>. The property values for these permits total \$830,000 for the month of December and \$12,384,686.50 year to date. The permit fees for December total \$4,595 and for the year total \$67,352.

**Minutes:** On a motion of Councilor Greenfield, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board, the minutes of December 18, 2014 were accepted as presented.

**Continuation of Public Hearing on Introductory Local Law 2014-D – “A Local Law Amending the Town Code of the Town of Skaneateles relative to Chapter 118 – Refuse Disposal”:** Supervisor Sennett said that the public hearing is being continued tonight and asked if anyone wished to comment. With no one requesting to comment on the Local Law Supervisor Sennett asked the Town Board if they had any comments. With no comments from the Board, Supervisor Sennett made a motion, seconded by Councilor Greenfield, unanimously (5-0) affirmed by the Town Board to close the public hearing.

Attorney Werbeck said that in accordance with the SEQR regulations, the proposed action is an Unlisted Action

**On a motion of Councilor Murray, seconded by Councilor Greenfield, and with unanimous (5-0) affirmation of the Board, the Town Board made the following findings and determinations:**

(A) In accordance with SEQR Regulations, 6 NYCRR § 617.6(a), the Proposed Action is an **Unlisted Action**, as SEQR Regulations, 6 NYCRR § 617.4 and 6 NYCRR § 617.5, do not identify the Proposed Action as a Type I Action or Type II Action);

(B) In accordance with SEQR Regulations, 6 NYCRR § 617.6(b), the Town Board is **Lead Agency** and the only **Involved Agency**;

(C) In accordance with SEQR Regulations, 6 NYCRR § 617.7(b), the Town Board has: (1) considered the Proposed Action in the context of the definitions regarding "actions" contained in SEQR Regulations, 6 NYCRR § 617.2(b) and 6 NYCRR § 617.3(g); (2) reviewed the EAF regarding the Proposed Action, the criteria contained in SEQR Regulations, 6 NYCRR § 617.2(c), *as set forth in writing below*, and any other supporting information to identify the relevant areas of environmental concern; (3) thoroughly analyzed the identified relevant areas of environmental concern to determine if the action may have a significant adverse impact on the environment; and (4) set forth its determination of significance in written form, *as detailed below*, containing a reasoned elaboration and providing reference to any supporting documentation;

(1) In accordance with SEQR Regulations concerning the criteria for determining significance, 6 NYCRR § 617.7(c), the Town Board reviewed, among other factors, the following indicators of significant adverse impacts on the environment:

(2) The Proposed Action will not cause: (i) a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic or noise levels; (ii) a substantial increase in solid waste production; or (iii) a substantial increase in potential for erosion, flooding, leaching, or drainage problems;

(3) The Proposed Action will not cause: (i) the removal or destruction of large quantities of vegetation or fauna; (ii) substantial interference with the movement of any resident or migratory fish or wildlife species; (iii) impacts on a significant habitat area; (iv) substantial adverse impacts on a threatened or endangered species of animal or plant, or the habitat of such a species; or (v) other significant adverse impacts to natural resources;

(4) The Proposed Action will not cause the impairment of the environmental characteristics of a Critical Environmental Area as designated pursuant to SEQR Regulations, 6 NYCRR § 617.14(g);

(5) The Proposed Action will not cause the creation of a material conflict with a community's current plans or goals as officially approved or adopted;

(6) The Proposed Action will not cause the impairment of the character or quality of important historical, archeological, architectural, or aesthetic resources or of existing community or neighborhood character;

(7) The Proposed Action will not cause a major change in the use of either the quantity or type of energy;

(8) The Proposed Action will not cause the creation of a hazard to human health;

(9) The Proposed Action will not cause a substantial change in the use, or intensity of use, of land including agricultural, open space or recreational resources, or in its capacity to support existing uses;

(10) The Proposed Action will not encourage or attract a large number of people to a place or places for more than a few days, compared to the number of people who would come to such place absent the action;

(11) The Proposed Action will not cause the creation of a material demand for other actions that would result in one of the above consequences;

(12) The Proposed Action will not cause changes in two or more elements of the environment, no one of which has a significant impact on the environment, but when considered together result in a substantial adverse impact on the environment; and

(13) The Proposed Action is not a part of two or more related actions undertaken, funded, or approved by an agency, none of which has or would have a significant impact on the environment, but when considered cumulatively would meet one or more of the criteria in this subdivision.

**NOW, THEREFORE**, pursuant with SEQR Regulations, the above-referenced findings and determinations, and other information before the Town Board, the Town Board:

**RESOLVES**, that in accordance with SEQR Regulations for determining the significance of an action, 6 NYCRR § 617.7(a), the Proposed Action, an Unlisted Action under SEQR Regulations, **will have no adverse environmental impacts**. Accordingly, an Environmental Impact Statement, as that term is defined in SEQR Regulations, **is not required for the Proposed Action**;

**FURTHER RESOLVES**, that based on the foregoing, and pursuant to SEQR Regulations, the Town Board hereby issues a **NEGATIVE DECLARATION** with regard to the Proposed Action and SEQR;

**FURTHER RESOLVES**, in accordance with SEQR Regulations concerning preparation of documents, 6 NYCRR § 617.12(a), that: (1) this Resolution and Negative Declaration has been prepared in accordance with **Article 8 of the Environmental Conservation Law**; (2) the Lead Agency is the **Town Board of the Town of Skaneateles** with an address of 24 Jordan Street, Skaneateles, NY 13152; (3) **Supervisor Mary Sennett**, with an address of 24 Jordan Street, Skaneateles, NY 13152 and a phone number of (315) 685-3473 can provide additional information with regard to the Proposed Action; (4) the Proposed Action is **the Town Board's adoption of Local Law 2014-D**; (5) the Proposed Action is classified under SEQR as an **Unlisted Action**; and (6) the location of the Proposed Action is the **Town of Skaneateles, County of Onondaga, and State of New York**; and

**FURTHER RESOLVES**, in accordance with SEQR Regulations concerning filing and distribution of documents, 6 NYCRR § 617.12(b), that: (1) this Resolution and Negative Declaration will be filed with the Town Board; and (2) the following documents concerning the Proposed Action will be maintained in files of the Town Clerk that are readily accessible to the public and made available upon request: all SEQR documents and notices, including without limitation, this Resolution and Negative Declaration and the EAF regarding the Proposed Action.

**On a motion of Councilor Howard, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board the following resolution was read adopting Introductory Local Law 2014-D, henceforth to be designated Local Law No. 1 of 2015:**

**WHEREAS**, generally, Local Law 2014-D amends the Town of Skaneateles (the "**Town**") Code (the "**Town Code**") in Chapter 118 to: (a) decreases the amount of deposited refuse allowed at a Town Refuse Disposal Area (as the Town Code defines such term) under Chapter 118 of the Town Code; and (b) modifies and adds certain definitions contained in Chapter 118 of the Town Code; and

**WHEREAS**, in accordance with NY General Municipal Law § 239-m, the Town Board referred proposed Local Law 2014-D to the Syracuse Onondaga County Planning Agency ("**SOCPA**") for its review under said statute (the "**SOCPA Referral**") and SOCPA responded to the SOCPA Referral by written resolution dated the 30th day of December, 2014, and recommended in said resolution that proposed Local Law 2014-D be approved; and

**WHEREAS**, the Town Board duly held a public hearing regarding Local Law 2014-D on the 18th day of December, 2014 and continued the same to the 5th day of January, 2015 for the purpose of eliciting public comment regarding Local Law 2014-D and, thereafter, on the 5th day of January, 2015, concluded such public hearing; and

**WHEREAS**, on the 20th day of November, 2014, the Town Board resolved to declare itself Lead Agency for NY State Environmental Quality Review ("**SEQR**") purposes and on the

5th day of January, 2015, pursuant to a duly adopted resolution, issued a Negative Declaration under SEQR.

**NOW, THEREFORE**, upon due consideration following public notice and public hearing, it is hereby:

**RESOLVED**, that Local Law 2014-D, known as "A Local Law Amending the Town Code of the Town of Skaneateles relative to Chapter 118 – Refuse Disposal," a true copy of which is attached to this Resolution, is hereby **adopted and enacted** by the Town Board of the Town of Skaneateles.

**RESOLVED**, that such Local Law shall henceforth be designated **Local Law No. 1 of 2015**.

**2015 Annual Resolution:** Supervisor Sennett said that when Debbie Williams retired at the end of 2013 Dennis Dundon was brought in on a one-year contract to do pre-application meetings with applicants and to write denials for building permits requiring a variance. She thanked Dennis Dundon for the valuable work he did and for helping with her understanding the process in that department. Supervisor Sennett said she is pleased to announce that in 2015 Karen Barkdull who has been an employee of the Town and in the Planning and Zoning Department since she started in 2007 will be assuming those additional duties and will have expanded responsibilities. She praised Karen for the excellent work she is doing in that department.

Supervisor Sennett said she is also pleased to announce that Sue Murphy, who has been with the Town since 2001 working for the Recreation Department, Community Center and now the Parks Department will now be known as the Parks Manager responsible for overseeing all the various activities and responsibilities of that department.

Supervisor Sennett read the annual resolution listing the various appointments and committees. She also read the departments and committees each Board member would be responsible for noting that Councilor Murray has the most under her name.

On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board the 2015 Annual Resolution was adopted with amendments that included the addition of the Safety Committee, the addition of Alan Johnson to the Rails to Trails Committee, and adding the hours for the Codes Enforcement Department.

Supervisor Sennett thanked everyone at Town Hall and all Departments for all their support and help during her first year as Supervisor.

**Review of 2014 Goals and Set the Goals for 2015:** Supervisor Sennett said that the goals for 2014 were:

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

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

In reviewing the other goals, Supervisor Sennett said she believes that the Town is working cooperatively with other community entities and praised Sue Murphy for doing a great job working with the Y. She said the Comprehensive Plan has not been completed but there has been great progress. She said she has a better understanding of the planning and zoning process and there has been great communication with that department. She said adding more responsibilities to Karen Barkdull's position are great steps forward.

Supervisor Sennett said that the Town Board is in the process of moving forward to update the water system. She said that the Rails to Trails Committee was established this year which Councilor Brace oversees. She said she hopes that the community members feel comfortable coming to the Town Hall to discuss any issues they may have. She said that the Board needs to continue to work on communicating with local businesses to establish a plan for economic support and development.

Supervisor Sennett said that the following are the Goals for 2015.

### **Town Board Goals for 2015**

1. Continue working cooperatively with other community stakeholders (the County, the School, the Village, the Y, and others) to plan for the future of our facilities.
2. Establish an Economic Development Program. Form a citizens committee tasked with:
  - a. Exploring and utilizing regional resources from County agencies and the CNY Regional Planning and Development Board.
  - b. Coordinating with the Comprehensive Plan objectives:
    - i. Sustainability
    - ii. Energy resources
    - iii. Growth in the Hamlets
  - c. Pursuing grants for infrastructure improvement tied to economic development.
3. Finalize and adopt the Updated Joint Town and Village Comprehensive Plan.
  - a. Engage community representatives with the Planning Board and Zoning Board of Appeals to set priorities and implement the Plan recommendations.
  - b. Utilize regional planning resources and professional consultants to draft updates to Town zoning.



- c. Expand the Town's Open Space Plan to identify additional viewsheds (adding to the current SAVIT report) and landforms we wish to preserve (lake tributaries, wetlands, old growth forests, prime farmland, ponds etc.).

Supervisor Sennett said that the Board will continue to communicate and cooperate with other entities as stated in #1. She is glad that Dave Colegrove volunteered to be on the Economic Development Committee. She wants the Town to work with State, County and Local agencies to develop growth in the Hamlets as outlined in the Comprehensive Plan. She said that the Stauffer site has 80 acres and is essentially released by NYSDEC for the cleanup of that site. The Comprehensive Plan is engaging the community and is expected to be forwarded to the Town Board and Planning and Zoning Boards by February. She said at the last Planning and Zoning staff meeting, it was decided to encourage the expansion of the viewsheds in the SAVIT report.

Supervisor Sennett thanked everyone and said she was excited about going into 2015.

**Dog Control Officer – Temporary Resignation:** On a motion of Councilor Greenfield, seconded by Councilor Murray, and with unanimous (5-0) affirmation of the Town Board, David Warwo's temporary resignation was accepted for personal reasons.

Supervisor Sennett said that the Town would still have coverage during this temporary period.

#### **Announcements, Correspondence, Updates:**

▪*Comprehensive Plan Informational Meeting:* Councilor Brace announced that the next Comprehensive Plan Informational meeting would be 7:00 p.m. January 14<sup>th</sup> at the Skaneateles District Office. The Committee will bring the comments from the last informational meeting, open up the meeting for comments and discussion and provide further details.

**#14-25 Budget Amendments:** On a motion of Councilor Greenfield, seconded by Councilor Murray and with unanimous (5-0) affirmation of the Town Board the following budget amendments were approved:

\$ 2,845.00	Increase	013554.01.004.58	Assessment –C/E - Legal
\$ 3,785.00	Increase	014404.01.004.00	Engineer – C/E
\$ 6,630.00	Decrease	019904.01.004.00	Contingency Account

Costs associated with Professional Services

\$ 1,310.00	Increase	035104.01.004.00	Animal Control - C/E
\$ 1,310.00	Decrease	019904.01.004.00	Contingency Account

Cost of doing business – associated with shelter expenses

\$ 75.00	Increase	071104.01.004.65	Summer - C/E - Advertising
\$ 75.00	Decrease	071401.01.001.00	Summer – P/S

Cost of doing business – advertising for Part Time Laborer

\$ 125.00	Increase	071414.01.004.00	Creamery - C/E
\$ 25.00	Increase	075101.01.001.00	Historian – P/S
\$ 150.00	Increase	001081.01.000.00	Other Payment in Lieu
Cost of doing business			
\$ 4,475.00	Increase	081601.01.001.00	Refuse / Garbage – P/S
\$ 6,100.00	Increase	081604.01.004.00	Refuse / Garbage – C/E
\$ 6,025.00	Increase	002650.01.000.00	Sale of Surplus Scrap
\$ 4550.00	Decrease	019904.01.004.00	Contingency Account

Costs associated with additional Tipping fees and additional Labor provided by Town Employees

\$ 45.00	Increase	088104.01.004.00	Cemeteries – C/E
\$ 45.00	Decrease	088101.01.001.00	Cemeteries – P/S

Cost of doing business – purchase supplies

**Part Town Fund**

\$ 175.00	Increase	080204.02.004.59	Planning - Engineering
\$ 175.00	Decrease	019904.02.004.00	Contingency Account

Additional costs associated with Professional services

\$ 1,325.00	Increase	080101.02.001.00	Zoning – P/S
\$ 1,325.00	Decrease	080104.02.004.39	Zoning – Contractual

Adjust amount transferred earlier in 2014

**Highway Townwide**

\$ 16,100.00	Increase	051424.03.004.00	Snow Removal – C/E
\$ 16,100.00	Decrease	051421.03.001.55	Snow Removal – P/S

Costs associated with doing business

**Abstract #14-25:** On a motion of Councilor Greenfield, seconded by Councilor Murray and with unanimous (5-0) approval of the Town Board Voucher #14-1788 to Voucher #14-1817 were audited and approved to be paid from the following funds:

General Fund:	\$30,830.41	Part Town:	\$ 2,332.91
Highway:	\$16,710.87	Water:	\$ 843.68
T & A:	\$ 1,182.00		

Total: \$51,899.98

**Abstract #15-01:** On a motion of Councilor Brace, seconded by Councilor Murray and with unanimous (5-0) approval of the Town Board Voucher #15-0001 to Voucher #15-0017 were audited and approved to be paid from the following fund:

General Fund:	\$42,961.38	Part Town:	\$ 528.80
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Highway:	\$ 308.00	Water:	\$16,800.80
T & A:	\$ 418.90		

Total: \$61,017.88

**Additional Comments:** Randy Nonemacher, Chairman of the Conservation Committee reported to the Town Board that he had been in discussion with Cornell Cooperative Extension regarding a place to plant small hemlock trees so that once they are infested with the Hemlock Woolly Adelgid, ST beetles can be introduced that will naturally feed on the Hemlock Woolly Adelgid removing them from the infestation of the tree. The beetles multiply once introduced and the trees are small enough that they can be collected and placed in other areas where there is hemlock tree infestation. Mr. Nonemacher recommended planting the trees behind Grace Chapel on Town property. Since the property is farmed by Craig Richards, the Board suggested meeting with Mr. Richards and the Cooperative Extension together to try to find a location that would be amenable to all. The Board asked Mr. Nonemacher to keep them informed of the decision.

Meeting adjourned at 7:50 p.m.

Respectfully submitted,

Janet L. Aaron  
Town Clerk