

Councilor
Mark Tucker

Councilor
Susan Dove

Supervisor
Chris Legg

Councilor
Lori Milne

Town Attorney
Brody Smith

Town Clerk
Julie Stenger



TOWN BOARD MEETING

November 3, 2025

Location: Town Hall, 24 Jordan Street, Skaneateles, NY 13152

<https://us02web.zoom.us/j/81692197812>

Meeting ID: 816 9219 7812 Passcode: 953610

5:30 pm – Executive Session

6:30 pm – Regular Scheduled Town Board Meeting

Pledge of Allegiance

1. Department Reports

| | |
|---------------------|------------------------------------|
| Highway | -Timothy Dobrovosky/Councilor Dove |
| Transfer Station | - Brian Buff/Councilor Tucker |
| Planning and Zoning | - Karen Barkdull/Councilor Tucker |
| Codes Office | - Robert Herrmann/Councilor Tucker |
| Parks | - Sue Murphy/Councilor Milne |
| Water | - Supervisor Legg |
| Engineer | - Miranda Robinson/Supervisor Legg |
| Budget | - Keri Fey/Supervisor Legg |
| Fire Department | - Councilor Dove |
| Community Garden | - Emily Young |

2. Minutes of October 20, 2025

3. Abstract #25-19

4. 7:00 p.m. Public Hearing for 2026 Town of Skaneateles Budget

5. 7:15 p.m. Public Hearing Local Law No. 4 of 2025 “A Local Law Relating to the Implementation and Assessment of an Occupancy Tax in the Town of Skaneateles”

6. Appointment Part Time Substitute at Transfer Station – Jim Rusin

7. DASNY Grant – Skaneateles Austin Park Pickleball Project

8. Andrews Road Water District Update

9. Austin Park Project Change Order

10. Town Hall Floating Holiday December 26, 2025

11. Announcements/Correspondence/Updates

Town Departments Closings

November 11, 2025 Veterans Day Closed – All Departments Including Transfer Station

November 27, 2025 Thanksgiving All Departments

November 28, 2025 Town Hall Closed – Transfer Station Open

Seniors of Skaneateles November 5th PEACE Luncheon – Skaneateles Presbyterian Church

Comp Alliance Member Loyalty Award Check

Town of Skaneateles Planning and Zoning Board of Appeals Positions

12. Public Comment

Regular Board Meeting – The public has the right to attend and listen to the board deliberations. The public may participate upon the invitation of the board. **Public Hearing** – The public is invited to speak. The board is not obligated to answer questions or render a decision. All comments should be directed to the Board.

**Town Board Meeting
November 3, 2025
5:30 p.m.**

Present: Supervisor Legg, Councilor Tucker, Councilor Dove, Councilor Milne, Attorney Smith.

5:30 p.m. Executive Session: On a motion, of Councilor Milne, seconded by Councilor Dove and with unanimous (4-0) affirmation of the Town Board the meeting was adjourned to Executive Session for attorney advice at 5:30 p.m.

On a motion of Councilor Milne, seconded by Councilor Dove and with unanimous (4-0) affirmation of the Town Board the meeting returned to open session at 6:30 p.m.

Also, Present (In Person): Tim Dobrovosky, Keri Fey, David Landsberg, Stephen Knapp, Brody Loi, Emily Young, Tom Fairhurst, Doreen Simmons.

Also, Present (via Zoom): Jason Gabak (Skaneateles Press), Robert Herrmann, Sue Murphy, Miranda Robinson, Karen Barkdull, Robert Herrmann, Paule Powell, William Mahood, Brian Buff.

Department Reports

Highway: Highway Superintendent Dobrovosky submitted his report to the Board for their review. Mr. Dobrovosky stated they were getting the trucks and equipment ready for the winter season.
*Report attached

Transfer Station: Municipal Liaison Brian Buff reported the Transfer Station had sent out 10 loads of trash, 7 open top containers and 7 loads of recycling. He stated they had completed their NYS DEC inspect and passed in all areas.

Supervisor Legg stated the Swap Shop was done for the season and would reopen next April. He thanked all the volunteers.
*Reports attached

Planning and Zoning: Town Planner Karen Barkdull reported the Planning Board had 7 new applications last month, and 1 for ZBA. The interesting one to note is that the Fox Run subdivision that was approved in the Hamlet District is now requesting to do two-family dwellings in the area giving an alternative type of housing.

She reported there had been a P&Z staff work session on October 16th and a Zoning Committee meeting on October 30th.

* Planning & Zoning Report attached.

Codes: Codes Officer Herrmann reviewed the October Codes Office report. Mr. Herrmann reported there were 81 expired permits this month. The 2025 NY Building Code & Energy Code

is in the transition phase as of October 1st. Ben Garrett and Mr. Herrmann attended the Home Builders Association new code seminar on Wednesday October 15th. The Building Code officially changes as of January 1, 2026. All new buildings will be required to be fossil fuel free on that date. Codes Officer Herrmann reported he and Highway Superintendent Dobrovosky would be scheduling a pop-up sign pick up in the next week.
*October Codes Report attached

Parks: Parks Manager Sue Murphy provided an update on park preparations for winter, including the installation of a heat pump at the Sims building

Water and Engineering:
Supervisor Legg reviewed the following report provided by Shane Christman, Water Foreman:

| Category | Description of Work Completed |
|---------------------------------|--|
| Water Main Repairs | <ul style="list-style-type: none">• Responded to and repaired a water main break on Stump Road on October 16th, work continued into the night. |
| Hydrant Work | <ul style="list-style-type: none">• Installed a new American Darling Fire Hydrant on Franklin Road.• Repaired a fire hydrant on Rt. 20.• Repaired a fire hydrant on Highland Ave.• Repaired a fire hydrant off of Fisher Road.• Began winterizing fire hydrants throughout the system. |
| Valve Maintenance | <ul style="list-style-type: none">• Uncovered multiple paved-over valves on Crow Hill Road and raised them to street level.• Exercised older valves throughout the system to ensure proper operation. |
| Site Work & Restoration | <ul style="list-style-type: none">• Graded and repaired recent digging sites.• Cleared ditches at the Transfer Station and utilized excavation training during this work. |
| Utility Locating & Coordination | <ul style="list-style-type: none">• Met with Skaneateles Country Club representatives and Jim Flint from Eastcom to locate and identify utilities necessary for future development on Andrews Road.• Responded to and completed multiple Dig Safe location requests. |
| Emergency Response | <ul style="list-style-type: none">• Responded to an after-hours emergency for a flooded basement, requiring excavation to locate and shut off an old curb box at the affected residence. |

| Category | Description of Work Completed |
|---|--|
| Facility & Inventory Maintenance | <ul style="list-style-type: none"> • Reorganized inventory in the pole barn for improved efficiency and tracking. • Performed monthly bacteria testing per state and health department requirements. |
| Ongoing Operations | <ul style="list-style-type: none"> • Continuing daily operations and system monitoring. • Addressing vehicle maintenance and replacement concerns in the near future. |

Town Engineer Robinson reported on the following:

Engineer's Report:

- The transmission main replacement project for Route 321 was placed on the Intended Use Plan for the Drinking Water State Revolving Fund. The list was made public at the beginning of October.
- New personnel badges came in for the water and highway departments.
- Laid out the town easement off of Sheldon Road with respect to the old railroad.
- Completed the paperwork for the pickleball grant.
- Attended the DIG Safely NY State Convention at the Convention Center with the water department.
- Created a new standard detail for gate placement, working with Codes and Planning.

Budget: Budget Officer Keri Fey reported she had been working on the 2026 Budget preparation for the Town Board and the Public hearing scheduled for tonight.

Fire Department: Councilor Dove reviewed the September and October reports submitted by Fire Chief, Pete Buehler.

*September and October Reports attached.

Skaneateles Community Garden: Supervisor Legg introduced Emily Young to give a report on the 2025 Community Garden season.

Ms. Young updated the Board on the gardens. She stated the Community Garden is not funded by the town taxpayers, only donations and volunteers but the land used is provided by the town located near the Conservation Area. The gardens were expanded this year, and they had help from the local Scout groups, and Skaneateles Highschool students. The volunteers made a beautiful sign that now is hanging on the fence. There has been great community involvement.

Ms. Young stated they had started tracking what was harvested this year. They figured that for every dollar that was spent, they were able to donate \$5.54 worth of produce to the food pantry.

She stated it was a great group of volunteers, but they are always looking for more. Supervisor Legg and the Town Board thanked Emily and her volunteers for all their work and success.

Minutes of October 20, 2025: On a motion of Councilor Milne, seconded by Councilor Tucker, and with a (4-0), affirmation of the Town Board, the minutes of October 20, 2025.

Abstract #25-19: On a motion of Councilor Milne, seconded by Councilor Tucker and with unanimous (4-0) affirmation of the Town Board vouchers were authorized from the following funds:

Abstract #25-17

| | | |
|-------------------|-----------|-------------------|
| General | \$ | 491,750.06 |
| Andrews Rd. Water | \$ | 3,950.00 |
| Part Town | \$ | 2,071.37 |
| HWY | \$ | 3,261.84 |
| HWY PT | \$ | 1,265.13 |
| Lighting | \$ | 30.03 |
| Water | \$ | 2,7893.51 |
| T&A | \$ | 692.65 |
| Water Tower | \$ | 3,950.00 |
| Butters Farm | \$ | 2,160.00 |
| TOTAL | \$ | 505,804.59 |

Appointment Part Time Substitute at Transfer Station – Jim Rusin: Supervisor Legg stated former employee, Jim Rusin retired from the Transfer Station. Supervisor Legg reported to the Board that Municipal Recycling Liaison Brian Buff had request to appoint James Rusin part-time at the Transfer Station only on an as needed basis. The proposal is to appoint him as a part-time substitute at a rate of \$18.67.

On a motion of Councilor Milne, seconded by Councilor Dove, and with a (4-0) affirmation of the Town Board, the Town Board authorized the appointment of James Rusin at the Transfer Station at \$18.67 per hour for less than 20 hours per week on an as needed basis.

DASNY Grant – Skaneateles Austin Park Pickleball Project: Supervisor Legg gave an update on the background of the pickleball court project at Austin Park. Tom Fairhurst, a Skaneateles resident, volunteered to work with the Town and the pickleball group to make this project happen.

Supervisor Legg stated nearly everything that exists currently in Austin Park was funded initially by private funding. It was put into place by various people, including the Austin Arena itself.

In the past the Village owned the park, and the Town maintained the park. Now the Town is the owner of the park, and the Board asked the pickleball group if they could find the money to make this project happen. If the project is privately funded it would avoid prevailing wage which is mandated for anything that is publicly funded. Or it could be a town project, and we could help the Pickleball Group by establishing a 501c3 fund at the CNY Community Foundation, so that they could receive donations.

Skaneateles resident Tom Fairhurst was able to work closely with Senator May's staff, our New York State Senator, and Senator May found \$200,000 in the upcoming 2026 Crest Grant funding, for the Town of Skaneateles Pickleball Project. The only remaining item was to get \$250,000 from pledges.

Mr. Fairhurst was working with Town Engineer Miranda Robinson to submit the Grant Application to Senator May's office.

Supervisor Legg stated the Town Board is excited about this project, it is a fantastic example of public-private funding, and there are zero tax dollars involved, which is remarkable. The town fully agrees to accept responsibility for life cycle and management going into the future for the newly constructed six pickleball courts.

Austin Park Project Change Order: Supervisor Legg stated the proposal is to replace one unit heater in the Austin Arena warming room which is currently inoperable. The amount cited by O'Connell Electric was \$9,210 to replace the old unit with a new one so that we can have heat in the lobby area at the arena.

On a motion of Councilor Milne, seconded by Councilor Dove, and with a (4-0) affirmation of the Town Board, the Town Board authorized the change order from O'Connell Electric in the amount of \$9,210 for the replacement of the heater in the Austin Arena south end warming room.

Town Hall Floating Holiday December 26, 2025: Supervisor Legg stated the Town Hall employees requested the Board to authorize the use of their floating holiday for December 26, 2025 and close the Town Hall.

On a motion of Councilor Dove, seconded by Councilor Tucker, and with a (4-0) affirmation of the Town Board, the Town Board approved the request of the Town Hall employees to use their floating holiday on December 26, 2025 and close the Town Hall.

7:00 p.m. Public Hearing for 2026 Town of Skaneateles Budget: Supervisor Legg read the following statement regarding the 2026 Town of Skaneateles Budget:

"The 2026 Budget is well below the 2026 2% tax cap. The 2026 tax levy is \$5,094,886.41. It is an increase of \$730.41 over the 2025 tax levy, an increase of just over .01% (one hundredth of a percent increase)."

Since July, our department heads have constructed their budgets in consultation with our budget officer Keri Fey. Increased personnel expenses for healthcare insurance, wages, and benefits that exceeded 2% presented a difficult challenge. Department heads validated requirements for their operating services, equipment, and supplies. At the next step, department heads reviewed their proposed budgets with their Town Board liaison. Major equipment purchases and capital expenses were examined according to planned lifecycle replacement inventories. Each department presented their budget to the entire Board during budget meetings from August until last week. Each department budget underwent a line-by-line zero based review.

Revenue estimates for 2026 are intentionally conservative, with slight increases over 2025 budgeted amounts. For 2026 Transfer Station permits will remain at \$100 for the third year. The permit revenue covers about 70% of the cost of refuse and recyclable disposal. Recycling glass at no cost, the sale of cardboard and metal, and our volunteer Swap Shop continued to decrease disposal expenses. Cardboard and metal revenue is subject to changes as the markets fluctuate. Our occupancy tax revenue for stays of less than 30 days may increase significantly with the Skaneateles Fields and Spa has opening. The occupancy tax is earmarked for Park improvements.

In some cases, compensation for increased personnel expenses requires delaying capital repairs or equipment replacements. Over the last several years, the Board has carefully budgeted to replace equipment well beyond its life expectancy, some over 20 to 30 years old. For 2026, some equipment purchases and capital repairs are delayed. As immediate safety needs, the Town Hall entrances, drainage, and roof were replaced in 2025. The replacement of the siding on Town Hall is deferred to 2027. The improvements to the north end of the Austin Arena are nearly complete using 2025 budget ARPA funds, the proceeds of the sale of the Fennell Street property to the library, and funds set aside in previous years. No 2025 taxes were expended on the Austin Arena north end project. The north end project is under budget. The remaining funds will be applied toward improvements to the south end of the Austin Arena which are planned for 2027. Austin Park will see the addition of pickleball courts in 2026 entirely funded by private donations and a NYS grant secured by Senator Rachel May. The pickleball construction expenses do not include the expense of any Town of Skaneateles tax funds. Anticipating the 2026 delivery of two back ordered highway trucks, the budget includes an unexpended balance of \$276,774 set aside over the years which reduces the tax levy.

Our budget officer Keri Fey and each department head in collaboration with the Town Board took care to ensure that the 2026 budget will deliver superior services while balancing the needs to improve infrastructure and equipment in a fiscally responsible manner into the future.”

On a motion of Councilor Milne, seconded by Councilor Dove and with unanimous (4-0) affirmation of the Town Board, the Public Hearing on the Town of Skaneateles 2026 Budget was opened.

Supervisor Legg asked for comments.

David Landsberg, Crow Hill Road: Dr. Landsberg stated he is the medical director of SAVES and has been for over 20 years and is also a member of the Board of Directors at time, and former president of the Board of Directors. He is accompanied tonight by Steve Matt, the Executive Director at SAVES, and Doreen Simmons who has been a board member at SAVES for decades.

Dr. Landsberg stated he was here to deliver a message. I am here to tell the town that our community-based ambulance service is at risk. And as it has been a progressive risk for a number of years. Budget shortfalls have gotten larger. SAVES takes in about \$700,000 and payroll runs a little bit over \$700,000. Between equipment, ambulances, gas and insurances the shortfall is about \$300,000. Historically, they had gotten funding from the Town, \$115,000 last year.

Dr. Landsberg reviewed that the SAVES Board of Directors had done quite a few things to make it work. One of them is a Memorandum of Understanding with Marcellus Ambulance, where they have combined some of the staffing over the years to cross-cover. Steve Matt is also the executive director at Marcellus Ambulance, and that was one of the cost savings, one executive director for the two organizations. We silently cut back on shifts. There were periods when we had two ambulances, they do not have two ambulances anymore.

Dr. Landsberg stated people need to know. He stated his family, and children live in this community, and he does worry for all of our community. The organization needed help, but it is the community that needs help if we want to have the services that we have had.

Supervisor Legg thanked Dr. Landsberg and reported the Town Board had bumped up SAVES funding for 2026 to \$200,000. He stated they had spoken to SAVES regarding the formation of a tax district and what Onondaga County could do to help.

Supervisor Legg stated SAVES roughly has an area of need that is not the equivalent of a fire district, but in essence, conceptually functions the same way, and it roughly matches the school district. It is more than just the town of Skaneateles.

Supervisor Legg stated that going forward, this could be the initiation of a community conversation about how we can take this extraordinary institution and make sure it continues into the future.

Councilor Dove stated she is proud of the Board for the additional funding to SAVES we all agree SAVES needs to stay a part of our community, and we will do everything we can to help them make that happen.

Amy Dell, Jordan Street: Amy Dell asked what can the public do to help SAVES?

Dr. Landsberg stated he believed there should be a taxi district, it is the right thing to do. This is healthcare and it is a right. SAVES accepts donations year-round.

Bill Mahood, West Lake Street: Mr. Mahood complimented the Board for bringing in the Budget at such a low increase and staying under the tax cap.

On a motion of Councilor Dove, seconded by Councilor Tucker and with unanimous (4-0) affirmation of the Town Board, the Public Hearing on the Town of Skaneateles 2026 Budget was closed.

On a motion of Councilor Milne, seconded by Councilor Tucker and with unanimous (4-0) affirmation of the Town Board, the Town of Skaneateles 2026 Budget was adopted as presented.

7:15 p.m. Public Hearing Local Law No. 4 of 2025 “A Local Law Relating to the Implementation and Assessment of an Occupancy Tax in the Town of Skaneateles” : Supervisor Legg stated this is a renewal of the Town of Skaneateles Occupancy Tax that was approved by the State Legislature and Assembly in 2023 for 2 years and it is due to expire December 31, 2025.

Attorney Smith reviewed the following resolution:

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

**Proposed Local Law Relating to the Implementation and
Assessment of Occupancy Tax in the Town of Skaneateles**

WHEREAS, pursuant to Municipal Home Rule Law Section 20(4) and Tax Law Section 1202-hhh, Board Member has introduced for consideration Local Law No. 4 of 2025 entitled “A Local Law Relating to the Implementation and Assessment of an Occupancy Tax in the Town of Skaneateles” (the “Proposed Local Law”); and

WHEREAS, the purpose of the Proposed Local Law is to continue the five percent (5%) occupancy tax upon persons occupying any room for hire in any hotel located within the Town previously enacted by Local Law 6 of 2023 for an additional two (2) year term; and

WHEREAS, the occupancy tax previously enacted by Local Law 6 of 2023 will expire on December 31, 2025; and

WHEREAS, the Town has identified such an occupancy tax as a means of offsetting additional costs in providing various Town services including, but not limited to, maintaining Town parks and Town infrastructure, incurred by the Town as a result of its popularity as a tourist destination; and

WHEREAS, the occupancy tax will continue to aid the Town in ensuring that Town services are provided in a fiscally responsible manner and that the costs and expenses associated therewith are equitably distributed among the Town’s taxpayers, and promote the betterment of the health and well-being of the Skaneateles community; and

WHEREAS, the Town Board desires to comply with the requirements of the State Environmental Quality Review Act ("SEQRA") and its implementing regulations set forth at 6 NYCRR Part 617 (the "Regulations"), with respect to the adoption of the Proposed Local Law; and

WHEREAS, by resolution dated October 20, 2025, the Town Board classified the Proposed Local Law as a Type II Action under SEQRA involving the "adoption of regulations, policies, procedures and local legislative decisions" as set forth in Section 617.5(c)(33) of the Regulations; and

WHEREAS, following publication of notice in accordance with all legal requirements, the Town held a public hearing concerning the Proposed Local Law on November 3, 2025 in satisfaction of the requirements of the New York Town Law and the New York Public Officers Law.

NOW, THEREFORE, BE IT RESOLVED that the Town Board hereby adopts the Proposed Local Law, and that henceforth it will be designated as Local Law No. 5 of 2025; and

BE IT FURTHER RESOLVED that the Town Clerk is hereby directed to file the Local Law with the Secretary of State pursuant to Municipal Home Rule Law Section 27 and to make all publications required by law; and

BE IT FURTHER RESOLVED that the Local Law shall take effect upon January 1, 2026.

On a motion of Councilor Milne, seconded by Councilor Tucker and with unanimous (4-0) affirmation of the Town Board, the Public Hearing on Proposed Local Law Relating to the Implementation and Assessment of an Occupancy Tax in the Town of Skaneateles was opened.

No one commented.

On a motion of Councilor Milne, seconded by Councilor Tucker and with unanimous (4-0) affirmation of the Town Board, the Public Hearing on Proposed Local Law Relating to the Implementation and Assessment of an Occupancy Tax in the Town of Skaneateles was closed.

The adoption of the foregoing Resolution as presented to the Board for the enactment of Local Law 4 of 2025 "Relating to the Implementation and Assessment of Occupancy Tax in the Town of Skaneateles", was moved by Councilor Milne, seconded by Councilor Dove, and duly put to vote, which resulted as follows:

| | | |
|-------------|--------|-----|
| Chris Legg | Voting | Aye |
| Sue Dove | Voting | Aye |
| Mark Tucker | Voting | Aye |
| Lori Milne | Voting | Aye |

Andrews Road Water District Update: Town Engineer Robinson reported that the NYS Health Department had decided that the Water Tower Project does not need a chlorine booster station at the tank right now, but they are going to require passive and active mixing systems. So, we are moving forward with C&S Engineering on the system. The next time we hear back from the Health Department we should have their final approval and be ready to go out to bid.

Engineer Robinson retorted that the water department met with the Skaneateles Country Club to assess the current design of the waterline on Route 41A. They mapped out the private utilities owned by the Country Club and also shared the GIS file with them. And, the temporary easement was signed for work at the intersection of Route 20 and County Line Road.

Supervisor Legg stated the grants are still in place and the Town would be going out to bid as soon as the Health Departments sends their approval.

Announcements/Correspondence/Updates

Town Departments Closings

November 11, 2025 Veterans Day Closed – All Departments Including Transfer Station

November 27, 2025 Thanksgiving All Departments

November 28, 2025 Town Hall Closed – Transfer Station Open

Seniors of Skaneateles November 5th PEACE Luncheon – Skaneateles Presbyterian Church

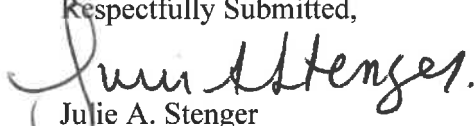
Comp Alliance Member Loyalty Award Check: The Comp Alliance Member Loyalty Award Check was in the amount of \$1,266.

Town of Skaneateles Planning and Zoning Board of Appeals Positions: Supervisor Legg announced the Town Board would be accepting letters of interest for the Planning and Zoning Boards through November 14th.

Public Comment: No comments

On a motion of Councilor Dove, seconded by Councilor Tucker and with unanimous (4-0) affirmation of the Town Board, the meeting was adjourned at 7:45 p.m.

Respectfully Submitted,


Julie A. Stenger
Town Clerk