

**Councilor**  
Mark Tucker

**Councilor**  
Susan Dove

**Supervisor**  
Chris Legg

**Councilor**  
Lori Milne

**Attorney**  
Brody Smith

**Town Clerk**  
Julie Stenger



## **TOWN BOARD MEETING**

**November 17, 2025**

**5:30 p.m. Executive Session – Attorney Advice**

**6:30 p.m. – Town Board Meeting**

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

<https://us02web.zoom.us/j/83593767542>

**Meeting ID: 835 9376 7542      Passcode: 285396**

**5:30 p.m. Executive Session – Attorney Advice**

**Pledge of Allegiance**

- 1. Minutes of November 3, 2025**
- 2. Abstract #25-20**
- 3. Canine Cove Dog Control Contract**
- 4. Austin Park Pickleball Courts – Design Documents and Bid & Construction Administration Services**
- 5. Declare Surplus – Parks Department F250**
- 6. Proposed Facility Expansion of Skaneateles Marine – Planning Board Request for Lead Agency**
- 7. SUNN 1017 LLC Jordan Road Solar Project Decommissioning Plan and Bond**
- 8. 2026 Updated Town Department Fees**
- 9. Jordan Road PRV Repair**
- 10. Town Board January – February Meeting Schedule**
- 11. Announcements/Correspondence/Updates**
  - Holiday Town Departments Closings*
  - 2025 Transfer Station Permits on sale December 1<sup>st</sup> - \$100 per household*
  - 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 17, 2025  
5:30 p.m.  
Zoom: Meeting ID: 864 5100 7564 Passcode: 962447**

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

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

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

**Also Present:** Tim Dobrovosky, Alex Hauft, Eleanor Hauft, Jim Condon, Audrey Bombard, Megan Chantler, Piper Menliater, Laura Moran, Michael Marriott.

**Also, Present (via Zoom):** Sue Murphy, Brian Buff, Jason Gabak, Emerson Decker, Karen Barkdull, Keri Fey, Emerson Decker.

**Minutes of November 3, 2025:** On a motion of Councilor Tucker, seconded by Councilor Milne, and with a (4-0) affirmation of the Town Board, the minutes of November 3, 2025 were accepted as presented.

**Abstract #25-10:** On a motion of Councilor Dove, seconded by Councilor Tucker, and with unanimous (4-0) affirmation of the Town Board vouchers were authorized from the following funds:

**ABSTRACT #25-20:**

General	\$	50,707.96
Sewer	\$	1,562.31
Part Town	\$	21,618.00
HWY	\$	9,572.18
HWY Pt	\$	2,893.08
Water	\$	4,333.77
T&A	\$	15,393.18
<b>TOTAL</b>	<b>\$</b>	<b>127,991.44</b>

**Canine Cove Dog Control Contract:** Supervisor Legg stated the Board was still in review of the proposed contract with Canine Cove and stated it would be tabled till the December 1, 2025 Town Board meeting.

**Austin Park Pickleball Courts – Design Documents and Bid & Construction Administration Services:** Supervisor Legg stated the Pickleball Club of Skaneateles has been diligently raising funds since 2024. And in the course of that multi-year effort, they successfully gained a state grant from Senator May's office that will fund \$200,000 towards the pickleball courts, the entire projected cost is \$450,000, and that money was raised successfully as of Thursday by the Skaneateles Pickleball Club.

Supervisor Legg stated they were ready to proceed in accordance with the grant process under the direction of Senator May's office, and the Dormitory Authority of New York.

A proposal from our existing Austin Park, architect King & King, is finalize the design for the pickleball courts. It would be 6 new courts in the vicinity of the tennis courts. The cost of the King & King proposal is \$29,300.

Councilor Dove questioned the portion of the contract that stated they would need an electrical engineer. Was an electrical engineer necessary? The Board discussed this and Supervisor Legg stated he would contact King & King for clarification on the electrical portion of the project.

On a motion of Councilor Dove, seconded by Councilor Milne, and with unanimous (4-0) affirmation of the Town Board, the Town Board authorized Supervisor Legg to sign the King & King proposal for the Austin Park Pickleball Courts – design documents and bid and construction administration services for an amount not to exceed \$29,300, after clarification of the electrical proposal.

**Declare Surplus – Parks Department F250:** On a motion of Councilor Milne, seconded by Councilor Tucker, and with unanimous (4-0) affirmation of the Town Board, the Town Board declared the Parks Department F250 pickup truck as surplus to be auctioned.

**Proposed Facility Expansion of Skaneateles Marine – Planning Board Request for Lead Agency:** Supervisor Legg stated the Planning board had submitted a request to be lead agency for the application of the Skaneateles Marina proposed facility expansion that had been submitted for coordinated review under the State Environmental Quality Review Act (“SEQR”). The Skaneateles Marina is seeking approval to merge tax parcels 058.-07-09.0 and 058.-01-10.0 and to amend the Minor Special Permit and Site Plan approvals granted by the Planning Board dated March 28, 2018.

On a motion of Councilor Dove, seconded by Councilor Tucker and with unanimous (4-0) affirmation of the Town Board, Supervisor Legg was authorized to sign the form consenting to the Town of Skaneateles Planning Board being Lead Agency for the application submitted by the Skaneateles Marina for the proposed facility expansion that had been submitted for coordinated review under the State Environmental Quality Review Act (“SEQR”).

**SUNN 1017 LLC Jordan Road Solar Project Decommissioning Plan and Bond:** Supervisor Legg stated the Town Board has the authority to approve or disapprove any decommissioning plan for a solar farm. This solar farm is on two different parcels, so they're asking for the town to approve the decommissioning plan that's being presented by the developer.

Supervisor Legg explained that decommissioning plans are designed to make sure that there is always sufficient funds available in an escrow account in the event that the solar farm becomes inoperable, or that it has reached its life cycle termination, at which point this escrow account would hold enough money to safely remove and dispose of all of the equipment that is associated with the solar farm.

Town Engineer, C&S Engineering would determine the amount to be deposited into escrow. There would be a regular evaluation process over the years, so that as costs increase for items or something else might come to light, the escrow account would get increased, and that money would be held, even in the event of a sale of the solar farm to another developer.

Councilor Dove stated this plan is very similar to decommissioning plan that was done for the solar array on Westlake Road on the Sears property.

On a motion of Councilor Dove, seconded by Councilor Tucker and with unanimous (4-0) affirmation of the Town Board, Supervisor Legg was authorized to sign the Decommissioning Plan for SUNN 1017 LLC Jordan Road Solar Project as presented.

**2026 Updated Town Department Fees:** Supervisor Legg stated the Town Board was in receipt of the updated 2026 Town Fees for Planning and Zoning, the Parks Department and the Water Department. The new fees would take into effect January 1, 2026.

Councilor Dove asked Parks director Sue Murphy if she would consider changing the Playday nonresident fee from \$445 to \$450. Parks Director Murphy agreed to the increase.

On a motion of Councilor Milne, seconded by Councilor Tucker and with unanimous (4-0) affirmation of the Town Board, the 2026 Town fees were approved.

\*fee schedule attached

**Jordan Road PRV Repair:** Supervisor Legg stated the Water Department had discovered a leak on Maple Drive and they made the repair. Subsequently, because there were fluctuations in water pressure, they investigated the northern pressure relief valve, because it had suffered issues in the past and discovered that it was not automatically maintaining pressure as is required, and the fluctuations had to be managed by manual observations, and by adjusting the valves manually, rather than the automated state that they normally operate under.

Supervisor Legg explained there isn't any further action that our water department can complete that would easily correct the actions, so they have resorted to going back to the valve manufacturer again. The valve manufacturer is Ross Valve.

Supervisor Legg stated that after examining the repair to the PRV they have determined that it is an emergency situation and the pressure relief valve pit and valves are sole sourced from Ross Valve. In this case it would fall under our procurement policy as an emergency which would authorize the Board to proceed without bidding and to engage Ross Valve.

Supervisor Legg stated the estimated cost would be around \$15,000 to \$20,000 for the repairs.

Attorney Marquette and the Board agreed.

On a motion of Councilor Tucker, seconded by Councilor Dove and with unanimous (4-0) affirmation of the Town Board, the Town Board authorized the emergency repair of the pressure reducing valve by Ross Valve in an amount not to exceed \$25,000, in accordance with the Town of Skaneateles Procurement Policy, "Guideline #6 – Emergency"

**Town Board January – February Meeting Schedule:** Supervisor Legg stated the Town Board would need to change the meeting dates in January and February due to the Martin Luther King Jr. Holiday in January and President's Day in February.

On a motion of Councilor Dove, seconded by Councilor Milne and with unanimous (4-0) affirmation of the Town Board, the Town Board approved the following meeting schedule for January and February of 2026:

January 5, 2026

January 27, 2026

February 9, 2026

**Town Board Vacancy:** Supervisor Legg announced Bob Lotkowitz is now the newly elected Town Councilor to fill the vacancy from the resignation of Courtney Alexander. His term would begin on January 1, 2026. The Town Board discussed the appointment of Mr. Lotkowitz to fill the vacancy till the end of 2025 in order to have a quorum of the Board through the month of December.

Attorney Marquette stated the appointment could be made by a voice vote only and become effective immediately.

The Board agreed to appoint Bob Lotkowitz to fill the vacancy through December 31, 2025.

On a motion of Councilor Dove, seconded by Councilor Milne and with unanimous (4-0) affirmation of the Town Board, the Town Board authorized the appointment of Bob Lotkowitz to fill the vacancy on the Town Board through December 31, 2025.

Councilor Dove thanked Bob Lotkowitz for running, and also Guido Van Dervan. Putting yourself out there for an election is not an easy thing, she looked forward to working with Councilor Lotkowitz.

#### **Announcements/Correspondence/Updates**

*Holiday Town Departments Closings:* Supervisor Legg reviewed the following Town Holiday department closings:

**Thanksgiving Holiday**

November 27, 2025

All Departments Closed

November 28, 2025

Town Hall Closed – Transfer Station Open

**Christmas and New Years Holidays**

December 25, 2025

All Departments Closed

December 26, 2025

Town Hall Closed – Transfer Station Open

January 1, 2025

All Departments Closed

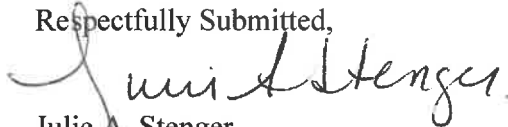
*2025 Transfer Station Permits on sale December 1<sup>st</sup> - \$100 per household:* Supervisor Legg announced the 2026 Transfer Station tags would go on sale December 1, 2025 and the price did not increase for 2026, the cost would still be \$100.

*Town of Skaneateles Planning and Zoning Board of Appeals Positions:* Supervisor Legg announced the Town Board is still accepting applications for the open positions on the Planning and Zoning Board of Appeals.

**Public Comment:** No Comments

On a motion of Councilor Tucker, seconded by Councilor Dove and with unanimous (4-0) affirmation of the Town Board the meeting was adjourned at 7:00 p.m.

Respectfully Submitted,



Julie A. Stenger  
Town Clerk

## 2026 Proposed Fees

Planning & Zoning	Current	Proposed
Site Plan Minor	\$ 200.00	\$ 225.00
Site Plan Major - Plus Professional Fees		\$ 500.00
Site Plan Review Extension 6 months		\$100-\$200
Special Permit Minor	\$ 200.00	\$ 225.00
Special Permit - Plus Professional Fees		\$ 500.00
Special Permit Extension 6 months		\$100-\$250
Subdivision Minor-Plus Professional Fees		\$150 per lot +fees up to 4 lots
Subdivision Major-Plus Professional Fees		
Lot Line Adjustment		\$ 150.00
Subdivision Major - Final Plat Plan	\$ 250.00	
Amendment		\$ 100.00
Variance Area	\$ 200.00	\$ 225.00
Variance Use	\$ 200.00	\$ 225.00
Interpretation	\$ 200.00	\$ 225.00
Amendment		\$ 100.00
Proposed increase in fees for minor Planning Board projects and new ZBA projects to offset the increase in public notice advertisement fees.		
Parks	Current	Proposed
Playday	\$350 resident	\$370 resident
	\$425 non resident	\$445 non resident
Water		
<b>New Service Application Fees</b>		<b>2026 Fees</b>
<i>Installed Service Connections</i>		
Near Side Service Connections		
3/4"-1" Connection with radio, meter at ROW		\$2,450
3/4"-1" Connection with radio, meter in Home		
Far Side Service Connections (Road Crossing)		\$4,600
3/4"-1" Connection with radio, meter at ROW		\$3,600
3/4"-1" Connection with radio, meter in Home		
<b>Hydrant Backflow Apparatus Rental</b>		
Initial Request and Application		\$350
Includes processing & Delivery		\$100
Weekly Fee		