

**Town Board Meeting**  
**March 16, 2020**  
**6:30 p.m.**

**Present:** Supervisor Aaron, Councilor McCormack, Councilor Tucker, Councilor Alexander, Councilor Legg.

**Also, Present:** Bridgett Winkelman.

Miranda Robinson(remotely).

**COVID-19 Onondaga County Health Department Update** – Supervisor Aaron reviewed the governor’s request to limit the number of employees to 50% during the COVID-19 Pandemic. Employees will be categorized as essential and non-essential within the Town and Court will be shut down indefinitely as of now.

**LED Street Lighting Presentation – Lonnie Bornstein, Senior Construction Manager - New York Power Authority, joined the meeting via speakerphone.** Mr. Bornstein explained that the Town recently purchased 265 cobra head utility light poles which will be converted to LED lighting. Significant savings between the energy and facility charges amounting to approximately \$36,000 per year, minus the cost of the poles and this will be an 8.6 year return on investment. The Town will be responsible for the maintenance and there is a 10-year manufacturer warranty on the poles. Smart fixture capability, if utilized, can tell you what they are doing – operating correctly, hours of operation, collect data and control dimming of lights (without energy savings). Street light outages typically take 3-4 weeks with National Grid . Now repairs will be much quicker as it is automatically monitored. There are 85 different light fixture choices (varying colors, projections, usages, etc.). As part of the Town’s package, the better product was selected. Supervisor Aaron asked what the delivery date may be and Mr. Bornstein said the gateway shipping date was 3/20/2020 with install work starting by April 1<sup>st</sup>. Hopefully lights will go up after this and be completed by April 30<sup>th</sup> although there is no fixture delivery date yet. Engineer Miranda Robinson was added to the conversation remotely and she wanted to add that Lonnie Bornstein is a new resident of the Town giving him all the more reasons for wanting this project to go well. Mr. Bornstein relayed that the savings plus the system capabilities make it a win win for the Town. Supervisor Aaron asked if there were any questions and Budget Officer Winkelman asked if first responders would be able to get to the dashboard and adjust the lights? Mr. Bornstein stated this was an option if chosen. Apps could be used by the Fire Chief that could allow control of lighting and could be discussed and added later to this system. Supervisor Aaron stated that the closing with National Grid on purchasing the streets was held last Wednesday. The Supervisor asked if the Board had any further questions. No other questions were asked.

At this point in the meeting Supervisor Aaron received new information from Attorney Smith regarding COVID-19 confirmed cases in Onondaga County. Supervisor Aaron and the Board discussed the signing of a community Town letter to be broadcast on social media via Councilor Alexander. Supervisor Aaron agreed to get as much information out as possible and as quickly as possible. Attorney Smith presented State of Emergency Draft Resolutions for the Town which

would expand Executive Powers for the Supervisor to act without the approval of the Board. Local laws and rules may be set aside for a time if deemed necessary by the Supervisor to protect public health or even pay a bill. The Supervisor would have the authority to do so, per Attorney Smith. Councilor Alexander stated her confidence in the reasoning behind and future decisions to be made by Supervisor Aaron. Attorney Smith explained two actions, first a Declaration and then an Order to be agreed upon by the Board giving specific powers to the Supervisor. Supervisor Aaron asked what would be suggested under the Order to have in numbers 1 and 2? Attorney Smith stated “included by not limited to” be used but it was ultimately up to the Board which wording to insert. Attorney Smith said the broadest possible definition would be to take “action and expend resources as deemed appropriate to protect public health and safety”. Supervisor Aaron asked about the end date for such an Order. Attorney Smith’s recommendation was to limit the Order until the next meeting date and reassess. Supervisor Aaron stated that she would make every effort to reach out to the Board and keep the Councilors apprised of everything happening to make decisions. Supervisor Aaron asked the Board how they wanted to proceed and stated she is comfortable with remote meetings for any future situations that occur in the coming days. Councilor Alexander stated that this is a smart option in the event Board members are unavailable for the purpose of paying bills. It is also a liability shield per Attorney Smith. The local State of Emergency gives options to purchase outside goods against procurement policy if needed to keep the gears of government running, per Attorney Smith. Councilor Legg asked about the two copies received for the Order and was it determined that if tonight the Declaration is signed and agreed upon and the Order becomes a tool to use in the future? The form entitled “Declaration of the Chief Executive” was chosen and is as follows:

Declaration of the Town Supervisor

Declaring a Local State of Emergency in the Town of Skaneateles  
Onondaga County, State of New York

WHEREAS, on March 7, 2020, the Governor of the State of New York recognized the Novel Coronavirus (COVID-19) outbreak as a Public Health Emergency and declared a Disaster Emergency in the State of New York; and

WHEREAS, on March 14, 2020, the Executive of Onondaga County, declared a public State of Emergency due to COVID-19;

WHEREAS, the COVID-19 outbreak, which is now a pandemic public health emergency of international, state, and local concern and threatens the health and welfare of the residents of the Town of Skaneateles.

NOW, THEREFORE, I, Janet L. Aaron], Town Supervisor of the Town of Skaneateles by virtue of the authority vested in me under § 24 of the New York State Executive Law, hereby declare a LOCAL STATE OF EMERGENCY to preserve the public safety and hereby render all required and available assistance vital to the security, well-being, and health of the residents of the Town of Skaneateles, Onondaga County.

FURTHER: I hereby direct all departments and agencies of the Town of Skaneateles to take whatever steps necessary to protect life and property, public infrastructure, and provide such emergency assistance deemed necessary.

FURTHER: This State of Emergency will remain in effect until rescinded by a subsequent order.

On a motion of Councilor McCormack, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, the Town Board authorized the Declaration of the Town Supervisor, Declaring a Local State of Emergency in the Town of Skaneateles.

**Public Hearing Talcott Water District – March 16, 2020 at 7:00 p.m.:** Supervisor Aaron reviewed the proposed Talcott Water District. She stated this district had existed but had never been formalized. The extension of the District to include the District Extension (Talcott) and the proposed acquisition of the water system improvements Public Hearing was scheduled at the last Town Board meeting, had been published and posted. The Town is moving forward to formalize as overseen by John Camp. This district will be paying for the construction of the district to the guidelines of the Town of Skaneateles as overseen by John Camp and will be turned over to the Town once fully built. Supervisor Aaron noted receipt of the affidavit of publication and the affidavit of posting.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the Public Hearing was opened to consider The Extension of the Consolidated Water District to Include the Former Talcott Water District and the Acquisition, Construction and Installation of Water System Improvements”

Supervisor Aaron asked if there was anyone who had any questions or wished to speak in favor of or against the Talcott Water District.

No one spoke.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board, the Public Hearing was closed.

John Camp, Town Engineer, communicated via speakerphone. Supervisor Aaron asked where the project stood at this time. Mr. Camp prepared initial plans, distributed and contacted NYS DOH regarding the proposed district. He coordinated with the Water Department and asked about adding two properties to the south. The properties are Chris Kelly’s properties, tax map numbers 41.-01-27.1 and 41.-01-27.2 which are in line with the water main per Mr. Camp. The formal description of the project needs to be changed in order to make this happen. Supervisor Aaron asked if everyone is in agreement with adding these parcels to the proposed district and reiterated that the financing is the responsibility of the participants, not the Town. Mr. Camp agreed. Changes to the February 20<sup>th</sup> Resolution include the addition of the Kelly’s property. Attorney Smith explained that the two parcels added are in the south end of the district and does not change the construction aspect of the project. Attorney Smith asked if the main would have to be extended beyond the original agreement, Mr. Camp stated that if it does, it would be an extremely minimal amount – a couple of feet. Attorney Smith stated the document number ending 24.1(Resolution considered) is the operational document creating the district and that the clause “as corrected by the Town Engineer” could add the two additional parcels and be acted upon by the Board tonight

without recreating the construction resolution and be acceptable to Attorney Smith. This decision is at the discretion of the Board. If the two parcels are to be added tonight, Attorney Smith stated including the clause “as corrected by the Town Engineer”, the Town Engineer could then correct the wording in the description and would have to revise the map plan and report so that the documents placed in the Town Clerk’s files reflect all the parcels. Engineer Camp agreed and said he has the information needed to change the description. Budget Officer Winkelman asked who is paying for the map, plan and report? Per Engineer Camp, it is being paid for by the residents, not the Town. They will be billed directly so the Town will not be incurring any costs. Councilor McCormack asked if this constituted an amendment to the February 20<sup>th</sup> Resolution, and Attorney Smith stated “no”. Attorney Smith stated that the February 20<sup>th</sup> Resolution includes scheduling a Public Hearing, introducing the proposed change and declaring Type II under SEQRA. The 24.1 operative Resolution is what is being voted on tonight, per Attorney Smith. Attorney Smith directed to the top of Page 2 for the key legal description – statue that allows extension of a water district, not creating a new district, but extending a consolidated water district. Councilor Alexander expressed that through all of the previous meetings, no opposition had been expressed, written or otherwise from the public.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the acceptance of the water district along with resolution dated March 16, 2020 with the description amended to add the two additional parcels as amended by the Town Engineer with map, plan and report was adopted.

\*Corrected resolution attached

**Public Hearing - Proposed Local Law B of 2020 “A Local Law Amending the Code of the Town of Skaneateles Concerning Water” –March 16, 2020 at 7:15 p.m.:**

Supervisor Aaron noted receipt of the notice of publications and the notice of positng.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the Public Hearing was opened for Proposed Local Law B of the year 2020 “A Local Law Amending the Code of the Town of Skaneateles Concerning Water”. Supervisor Aaron asked if there was anyone who had any questions or wished to speak in favor of or against this proposed local law.

No one spoke.

On a motion of Councilor Tucker, seconded by Councilor McCormack and with unanimous (5-0) affirmation of the Town Board, the Public Hearing was closed.

Miranda Robinson, Town Engineer gave an overview of the current changes to the local law.

Regarding the Talcott Water line, Engineer Robinson stated that the new meters are given to the homeowners by the Town as long as the pipe size is ¾ inch. The cost is to be absorbed by the district, however, because there is no district it could go back to the Talcott Water line customers. It is not unreasonable for the Town to absorb the cost initially and then bill the customers on a

monthly plan to recover the costs, per Engineer Robinson. Meters larger than  $\frac{3}{4}$  inch are typically paid for by the customer because of the higher cost but a  $\frac{3}{4}$  inch meter cost is feasible for the Town to cover. An investment of less than \$5000 by the Town is the estimated cost, per Engineer Robinson. Supervisor Aaron asked if this is typical for the Town to cover and if the meter requirement size would be the  $\frac{3}{4}$  inch? Engineer Robinson stated that the Town Code provides  $\frac{3}{4}$  inch pipe to customers in the district and said that John Camp has to clarify what is showing on the map currently is this size. Budget Officer Winkelman stated that there have not been many meters installed throughout the Town larger than  $\frac{3}{4}$  inch. Typically, businesses run larger meters. Engineer Robinson stated that one 2-inch meter is in the plans and that the Town is supplying the radio at no cost because this is how the reading is registered. As this is not yet a district, the decision could go either way, per Engineer Robinson. Councilor Alexander stated that as part of the original presentation, the Talcott extension proposal customers stated that they would be putting in and paying for their own meters. Engineer Robinson stated that the Talcott customers are putting in a master meter to determine how much the Village can bill the Town for water. Attorney Smith stated that this would be a separate district and if the Town provides the \$5000 for these new meters, it would be spread over the entire Town extension – the consolidated district because this is an extension. It would be everyone, not just Talcott extension customers. Attorney Smith stated that this is such a small amount, maybe it doesn't matter? There is no reason to make this a separate district specifically for this cost, usually you would have a separate district with capital costs but the cost to make this a separate district until they adjust the fee and pay back the meters and re-draft the resolution to consolidate it would be more expensive and time consuming than the \$5000 per Attorney Smith. Supervisor Aaron asked if this would be setting a precedent because of the two large projects coming before the Town that are in water districts in Skaneateles Falls, concerning forty or more new homes in a subdivision. Per Engineer Robinson, no, they should be designed with master meters. Budget Officer Winkelman stated that when a single house within a district is being built, we provide the meter to them at no cost, however, if the Board wanted to, we could ask them to pay for their own meters before we accept the extension to the district. The cost of the new meter for a new home in this case is spread across all customers. Councilor Legg spoke and said that it was clear that a new district wasn't being created, just extended - yet many homes are involved instead of just one new construction. Budget Officer Winkelman said that it is different because the district hasn't yet been accepted and a step is being skipped because its going to be a completed project.

Engineer Robinson reviewed the Water Code revisions encompassing radios, registers, automated readers with new infrastructure, cleaning up the language as far as the Water Superintendent responsibilities as well.

Attorney Smith referred to Resolution ending in 90.1 if chosen to enact Local Law B, it would incorporate the amendments to the code drafter by Engineer Robinson. The redline version of current Water Code Chapter 146 was also reviewed with regulations and installation of radio meters.

On a motion of Councilor Legg, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, introductory Local Law B 2020, "A Local Law Amending the Code of the Town of Skaneateles Concerning Water" was adopted.

**Public Hearing - Introductory Local Law A of 2020- "A Local Law Regarding the Date for The Board of Assessment Review to meet and to hear complaints regarding Real Property Tax Assessments in the Town" – March 16, 2020 at 7:30 p.m.:** Supervisor Aaron explained to the Board, the Town Assessor had requested to move the Town of Skaneateles Grievance Day from the first Tuesday of June back to the 4<sup>th</sup> Tuesday of May which had been the normal date in the past in New York State. The Town Assessor requested Grievance Day be moved to June to accommodate their schedule. Supervisor Aaron noted receipt of the affidavit of posting and the affidavit of publication.

On a motion of Councilor Legg, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, the Public Hearing was opened for Introductory Local Law A of 2020- "A Local Law Regarding the Date for The Board of Assessment Review to meet and to hear complaints regarding Real Property Tax Assessments in the Town."

Supervisor Aaron asked if there was anyone who had any questions or wished to speak in favor of or against this proposed local law.

No one spoke.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the Public Hearing was closed.

On a motion of Councilor McCormack, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, Local Law 1 of 2020 was adopted, A Local Law Regarding the Date for The Board of Assessment Review to meet and to hear complaints regarding Real Property Tax Assessments in the Town, will be changed to the fourth Tuesday of the month of May stating it is an appropriate time for the Board of Assessment Review to hear complaints in relation to assessments of real property in the Town, and convenient to the schedule of the Assessor.

**Minutes of March 2<sup>nd</sup>, 2020:** On a motion of Councilor Tucker, seconded by Councilor Alexander, and with a (4-0) affirmation (Councilor McCormack recusing himself due to absence) of the Town Board the minutes of March 2<sup>nd</sup>, 2020 were accepted as presented.

**Parks Labor Crew Leader Position:** Councilor Alexander announced that she along with Parks Manager Sue Murphy were recommending Thomas Coyne for the position of Parks Labor Crew Leader. Mr. Coyne has agreed the the Offer letter. He has the skills necessary to become a great part of our Parks Department. Mr. Coyne has a background in landscaping, mechanics and leadership. This will be a non-union position. There is a \$1500 yearly benefit to decline Health Insurance with the Town. Budget Officer Winkelman asked if we will be hiring amid the Corona Virus? Councilor Alexander stated if approved by the Board Mr. Coyne would be starting Wednesday, March 18<sup>th</sup>, 2020 as agreed upon in the signed offer letter. Attorney Smith spoke regarding essential and non-essential classification of employees and how this new position may be affected with delayed work and work from home status for many. Councilor Alexander said she had spoken with Mr. Coyne who offered at the discretion of the Board to be flexible on hiring date if the board wanted to change anything. Gene LaForte is ready to help train him at the parks

and the boat launches this summer since hiring did not occur earlier in the year in preparation for the season.

On a motion of Councilor Tucker, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, Thomas Coyne's full-time position as parks Labor Crew Leader effective March 18, 2020 subject to the offer letter of March 10, 2020 was approved.

On a motion of Councilor Legg, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, authorization of Gene LaForte to return as a Seasonal Parks Laborer Employee was approved.

On a motion of Councilor Legg, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, authorization of Gene LaForte to return as a Seasonal Parks Laborer beginning in May 2020 at an exact date to be determined.

**2020 Farmers Market Application:** Town Clerk Stenger reported that there were no changes to the content of the application except the dates changing to the current year. Supervisor Aaron asked if the Board had any questions. No questions were asked.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the 2020 Farmers Market Application was approved.

**Fiscal Advisors and Marketing – Refunding Opportunity for Fire Department Bonds:** Supervisor Aaron stated this is an opportunity for the six remaining years of the bond, refinancing would save a substantial amount of money. At the previous Town Board meeting John Shehadi of Fiscal Advisors & Marketing, Inc. presented and Kathleen Zapata and Mary Sennett from the Village also attended. Councilors Tucker, Legg and Alexander as well as Budget Officer Winkelman attended. Supervisor Aaron and Budget Officer Winkelman also had some questions as bonds are a very complex issue. Attorney Smith suggested speaking with Paul Rickel of Bond, Schoeneck & King. Kathleen Zapata was to ask the Village Board to put out an RFP to see if more people would be interested and the village board mainly said if the Town wants to take the lead then they should and let Fiscal Advisors know that we may go with someone else or another attorney. Supervisor Aaron stated she isn't comfortable taking the lead on this. She had been in discussion regarding this with Village Trustee, Kathleen Zapata and suggested tabling the decision until our April meeting. Obtaining a lower rate is very important to our residents in the fire protection district and to the Town.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, Fiscal Advisors and Marketing – Refunding Opportunity for Fire Department Bonds was tabled until the next meeting.

**Announcements/Correspondence/Updates**

▪ *Parks Department:* Snow fences down, bleachers being assembled, social distancing creating more park use, putting up tennis and volleyball nets, baseball fields prepped and getting them ready, tennis courts are to be used for recreational use only not group lessons (this will be posted),

nursery school has been asked to clean out so that a through cleaning can be performed along with the rest rooms, playday information is posted, highway is working on sims building landscape.

- *Austin Pavilion Letters*: Three letters received regarding use of Austin Park Pavilion received in response to Press publication asking for suggestions through the end of March 2020 to be reviewed
- *Highway Department*: Plow out 2xs since last Town Board meeting, Total this season 122x's. Last year 133x's. Cold patch potholes, equipment repairs, new 2020 Ford-550 w/dump box and plow, started site work for new Simm's Building, regarded parking lot, over the drainage pipe at the old skating rink.
- *Water*: Investigating water flow problem on Stump Road, began replacing cables on the hydrants that secure the fittings, regarded the water break area on O'Neil Lane near Jordan Rd., hand delivered 2 notices to homeowners about water service leaks, Annual Water Quality Report submitted to Onondaga Co. Health Dept.
- *Transfer Station*: Submitted DeMarco Landscaping mulch invoice for 3396 yds., A meeting was held with Syracuse Haulers to discuss fee increases.
- *NYS DEC Boat Launch is Open!*
- *Gretchen Messer Letter*: Mrs. Messer is in favor of the project at 4545 Jordan Road in Skaneateles Falls.
- *Habitat Gardening in CNY – Doug Tallamy May 2, 2020 12:30 p.m. at the Skaneateles High School*

**Public Comment:** None.

**Budget Amendments – Abstract #20-06:** No Budget Amendments

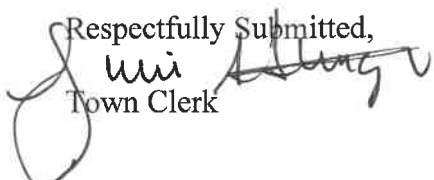
**Abstract #20-06:** On a motion of Councilor McCormack, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board vouchers #20-0207 – 20-0245 were authorized from the following funds:

<i>General Fund:</i>	\$ 57,553.23	<i>Highway:</i>	\$ 77,631.32
<i>Water:</i>	\$ 8,987.85	<i>T &amp; A</i>	\$ 1,414.27
<i>Highway PT</i>	\$ 7,472.20	<i>Part Town</i>	\$ 3,933.63
<i>Sewer</i>	\$ 1,588.78	<i>Limeledge</i>	\$ 571.31
<b>TOTAL:</b>	<b>\$159,352.29</b>		

**Executive Session:** On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned to Executive Session at 8:09 p.m. to discuss contract negotiations and Attorney advice.

On a motion of Councilor McCormack, seconded by Councilor Tucker the meeting was returned to open session at 9:20 p.m.

On a motion of Councilor McCormack, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned at 9:20 p.m. .

Respectfully Submitted,  
  
 Town Clerk



## **Declaration of the Town Supervisor**

### **Declaring a Local State of Emergency in the Town of Skaneateles Onondaga County, State of New York**

WHEREAS, on March 7, 2020, the Governor of the State of New York recognized the Novel Coronavirus (COVID-19) outbreak as a Public Health Emergency and declared a Disaster Emergency in the State of New York; and

WHEREAS, on March 14, 2020, the Executive of Onondaga County, declared a public State of Emergency due to COVID-19;

WHEREAS, the COVID-19 outbreak, which is now a pandemic public health emergency of international, state, and local concern and threatens the health and welfare of the residents of the Town of Skaneateles.

NOW, THEREFORE, I, Janet L. Aaron], Town Supervisor of the Town of Skaneateles by virtue of the authority vested in me under § 24 of the New York State Executive Law, hereby declare a LOCAL STATE OF EMERGENCY to preserve the public safety and hereby render all required and available assistance vital to the security, well-being, and health of the residents of the Town of Skaneateles, Onondaga County.


FURTHER: I hereby direct all departments and agencies of the Town of Skaneateles to take whatever steps necessary to protect life and property, public infrastructure, and provide such emergency assistance deemed necessary.

FURTHER: This State of Emergency will remain in effect until rescinded by a subsequent order.

Dated: March 17, 2020

  
Janet L. Aaron, Town Supervisor

IN TESTIMONY WHEREOF, I have hereunto set my hand and affixed the seal of said Town of Skaneateles the 17<sup>th</sup> day of March, 2020.

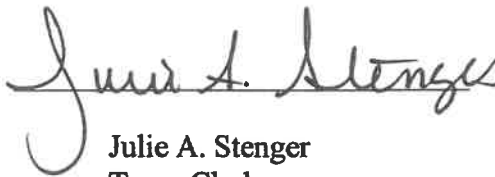
  
Julie A. Stenger  
Town Clerk

AFFIDAVIT OF POSTING

STATE OF NEW YORK )  
COUNTY OF ONONDAGA) ss.:  
TOWN OF SKANEATELES)

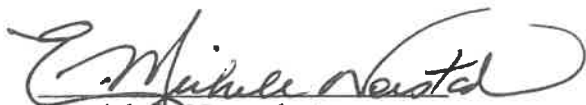
JULIE A. STENGER, being duly sworn, deposes and says that she resides at 4479 Jordan Road, Skaneateles, New York and that on February 21, 2020 she posted on the sign board, maintained by the Town Clerk of the Town of Skaneateles at the Town Office Building, 24 Jordan Street, Skaneateles, New York, a notice of Public Hearing on the "Extension of the Consolidated Water District to include the former Talcott Water District and the acquisition, construction and installation of water system improvements" to be held on the March 16, 2020 at 7:00 p.m.

Dated: February 21, 2020



Julie A. Stenger  
Town Clerk  
Town of Skaneateles

Subscribed and Sworn to before  
me this 21<sup>st</sup> day of February 2020.



E. Michele Norstad  
Notary Public

E. MICHELE NORSTAD  
Notary Public, State of New York  
No. 01NO6373307  
Qualified in Onondaga County  
Commission Expires 04/09/2022

**NOTICE OF PUBLIC HEARING – “THE EXTENSION OF THE  
CONSOLIDATED WATER DISTRICT TO INCLUDE THE FORMER TALCOTT WATER  
DISTRICT AND THE ACQUISITION, CONSTRUCTION AND INSTALLATION OF  
WATER SYSTEM IMPROVEMENTS.”**

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Town Board of the Town of Skaneateles of New York, at Town Hall, 24 Jordan Road, Skaneateles, New York, on the 16<sup>th</sup> of March, 2020 at 7:00 p.m. regarding the extension of the Consolidated Water District and to include the former Talcott Water District and acquisition, construction and installation of water system improvements.

A copy of the proposed Talcott Water District Map Plan and Report is available for review at the Town Clerk’s Office of the Town of Skaneateles, 24 Jordan Street, Skaneateles, New York and on the Town of Skaneateles website [www.townofskaneateles.com](http://www.townofskaneateles.com).

An opportunity to be heard in regards to the proposed extension of the Consolidated Water District to include the former Talcott Water District and acquisition, construction and installation of water system improvements will be given at the hearing to those favoring or opposing the same as well as any comments on the, if any, of the proposed.

DATED: Skaneateles, New York  
February 20, 2020

Julie A. Stenger, Town Clerk  
Town of Skaneateles

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

At a meeting of the Town Board of the Town of Skaneateles, Onondaga County, New York held at the Town of Skaneateles Town Hall, 24 Jordan Street, Skaneateles, New York 13152 on March 16, 2020, the following resolution was offered by Tucker, who moved its adoption, seconded by McCormack:

**RESOLUTION REGARDING THE EXTENSION OF THE  
CONSOLIDATED WATER DISTRICT TO INCLUDE THE  
FORMER TALCOTT WATER DISTRICT AND AUTHORIZING  
THE ACQUISITION, CONSTRUCTION AND INSTALLATION OF  
THE WATER SYSTEM IMPROVEMENTS.**

WHEREAS, the Town Board of the Town of Skaneateles, Onondaga County, New York (the "Town") has caused a map, plan and report (the "Maps and Plans") to be prepared by a licensed engineer in connection with the proposed extension of the Consolidated Water District (the "District") in the Town to include the former Talcott Water District (the "District Extension (Talcott)") pursuant to Article 12-A of the Town Law; and

WHEREAS, the boundaries of the proposed District Extension (Talcott) are set forth below; and

WHEREAS, the Town proposes to acquire, construct and install a water supply and distribution system in the District Extension (Talcott), including water mains, laterals, valves and hydrants, together with all equipment, machinery or apparatus and land or rights in land required in connection therewith (the "Project"), all as more particularly described in the Maps and Plans; and

WHEREAS, the maximum amount proposed to be expended for the Project is \$0.00; and

WHEREAS, on February 20, 2020, the Town Board adopted a resolution reciting the filing of the Maps and Plans, the boundaries of the proposed District Extension (Talcott), the proposed improvements, the estimated expense of these improvements, the proposed method of financing, the cost of the District Extension (Talcott) to the typical property, the fact that the Maps and Plans are on file in the Town Clerk's office for public inspection, and all other matters required by law to be stated; and

WHEREAS, the resolution called a public hearing to be held on March 16, 2020 at 6:30 p.m. to hear all persons interested in this matter and to take action as required by law; and

WHEREAS, the resolution was posted and published as required by law; and

WHEREAS, a public hearing on the matter was held by the Town Board on March 16, 2020 and the matter was fully discussed and all interested persons were heard.

NOW, THEREFORE, the Town Board of the Town of Skaneateles hereby resolves and determines that:

1. The notice of hearing was published and posted as required by law, and is otherwise sufficient.
2. All the property and property owners within the proposed District Extension (Talcott) are benefited thereby.
3. All the property and property owners benefited are included within the limits of the proposed District Extension (Talcott).
4. The Extension of the District to include the District Extension (Talcott) is in the public interest.

IT IS FURTHER RESOLVED AND DETERMINED that the extension of the District to include the District Extension (Talcott) and the acquisition, construction and installation of the proposed water system improvements therein are in the public interest and will not constitute an undue burden on the property which will bear the cost thereof.

IT IS FURTHER RESOLVED AND DETERMINED that the establishment of the District is hereby approved and that the proposed acquisition, construction and installation of a water supply and distribution system in the District Extension (Talcott) (the "Improvements"), including water mains, laterals, valves and hydrants, together with all equipment, machinery or apparatus and land or rights in land required in connection therewith, all as more particularly described in the Maps and Plans, shall be acquired, constructed and installed when the required funds are available and provided therefor.

IT IS FURTHER RESOLVED AND DETERMINED that future reference to the Consolidated Water District shall include this District Extension (Talcott) and shall be bounded and described as follows:

Beginning at a point on the southern boundary of the Village of Skaneateles, said point being on the easterly boundary of East Lake Road; thence

Easterly, a distance of approximately 100 feet along the northerly boundary of tax parcel 042.-06-04.0 to a point on said boundary; thence

Southeasterly, a distance of approximately 1,169 feet along an offset 100 feet to the east of the easterly boundary of East Lake Road to a point on the southerly boundary of tax parcel 034.-04-29.0; thence

Westerly, a distance of approximately 100 feet along the southerly boundary of tax parcel 034.-04-29.0, then across the East Lake Road right-of-way to a point on the westerly boundary of East Lake Road; thence

Northerly, a distance of approximately 25 feet along the westerly boundary of East Lake Road to a point at the southeast corner of tax parcel 041.-01-26.0; thence

Westerly, a distance of approximately 1,011 feet along the southerly boundaries of tax parcels 041-01-27.1, 041.01-27.2, 041.-01-27.1, to a point at the southwesterly corner of tax parcel 041.-01-27.1; thence

Northerly, a distance of approximately 1,112 feet along the eastern boundary of Skaneateles Lake to a point on the southern boundary of the Village of Skaneateles; thence

Easterly, a distance of approximately 1,051 feet along the southerly boundary of the Village of Skaneateles to a point, said point being the point of beginning.

**[end of boundary description]**

IT IS FURTHER RESOLVED AND DETERMINED that the cost of the Improvements, including legal and engineering fees, and all other costs and expenses, shall be borne by the property owners within the District Extension (Talcott).

IT IS FURTHER RESOLVED AND DETERMINED that this resolution is subject to permissive referendum as provided in Town Law Section 209-e, in the manner provided in Article 7 of the Town Law.

IT IS FURTHER RESOLVED AND DETERMINED that following the period within which a petition for referendum could be received, should a petition not be received, the Town Clerk is hereby authorized and directed to cause a certified copy of this resolution to be recorded in the office of the Onondaga County Clerk and filed in the office of the State Department of Audit and Control in Albany, in accordance with the provisions of Town Law Section 209-g(1).

The question of adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

Janet Aaron	Voting	Aye
Courtney Alexander	Voting	Aye
Kevin McCormack	Voting	Aye
Mark Tucker	Voting	Aye
Chris Legg	Voting	Aye

The resolution was thereupon declared duly adopted.


STATE OF NEW YORK     )  
COUNTY OF ONONDAGA ) ss.:

I, the undersigned Town Clerk of the Town of Skaneateles (the "Town"), DO HEREBY CERTIFY that I have compared the foregoing copy of the minutes of the meeting of the Town Board, including the Resolution contained therein, held on March 16, 2020 with the original thereof on file in my office, and that the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that (i) all members of the Town Board had due notice of said meeting, (ii) said meeting was in all respects duly held, (iii) pursuant to Article 7 of the Public Officers Law (the "Open Meetings Law"), said meeting was open to the general public, and due notice of the time and place of said meeting was duly given in accordance with such Open Meetings Law and (iv) there was a quorum of the members of the Town Board present throughout said meeting.

I FURTHER CERTIFY that as of the date hereof the attached Resolution is in full force and effect and has not been amended or repealed.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the Town this 3 day of 6, 2020.

  
\_\_\_\_\_  
Town Clerk  
Town of Skaneateles

[SEAL]

## Notice of Resolution Subject to a Permissive Referendum

NOTICE IS HEREBY GIVEN that the Town Board of the Town of Skaneateles, Onondaga County, New York, at a regular meeting thereof held on March 16, 2020, duly adopted a resolution, an abstract of which is as follows:

**Abstract:** The Town Board authorized the extension of the Consolidated Water District to include the former Talcott Water District, the boundaries of which are described in a Map, Plan and Report prepared by a licensed engineer in connection with the extension, which Map, Plan and Report has been on file with the Town Clerk since February 20, 2020. The boundaries of the extension were amended in the March 16, 2020 Town Board resolution, which is on file with the Town Clerk. The cost of the improvements associated with the extension will be borne by the property owners whose properties fall within the boundaries of the extension. The Town Clerk was directed to place a notice in the official Town newspaper to satisfy the permissive referendum requirement.

A copy of the resolution is available for public review in the office of the Town Clerk. Any Town resident wishing to have this matter put to a referendum must submit a proper petition to the Town Board within thirty (30) days of this publication.

Julie Stenger  
Town Clerk, Town of Skaneateles



## **NOTICE OF PUBLIC HEARING ON PROPOSED LOCAL LAW**

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Town Board of the Town of Skaneateles of New York, at Town Hall, 24 Jordan Road, Skaneateles, New York, on the 16<sup>th</sup> of March, 2020 at 7:30 p.m. concerning proposed Local Law No. 2020-A, entitled "A Local Law Regarding the Date for the Board of Assessment Review to meet and to hear complaints regarding Real Property Tax Assessments in the Town."

The purpose of said Local Law is to comply with the requirements of NYS law that Towns set a date for the Board of Assessment Review to hear complaints from taxpayers in relation to real property assessments, and to set that date for the Town's Board of Assessment Review to meet to hear complaints in relation to real property assessments in the Town as the fourth Tuesday in the month of May, commencing during calendar year 2020 pursuant to New York Real Property Tax Law Section 512 (1-a).

A copy of the proposed Local Law is available for review at the Town Clerk's Office of the Town of Skaneateles, 24 Jordan Street, Skaneateles, New York and on the Town of Skaneateles website [www.townofskaneateles.com](http://www.townofskaneateles.com).

An opportunity to be heard in regard to such proposed Local Law will be given at the hearing to those favoring or opposing the same as well as any comments on the environmental significance, if any, of the proposed local law.

DATED: Skaneateles, New York  
February 28, 2020

Julie A. Stenger, Town Clerk  
Town of Skaneateles

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Town of Skaneateles  
Proposed Local Law A of 2020  
A Local Law Regarding the Date for The Board of Assessment Review to meet and to hear  
complaints regarding Real Property Tax Assessments in the Town

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Be it enacted by the Town Board of the Town of Skaneateles as follows:

Section 1. Title

This local law shall be referred to as "Local Law Regarding the Date for the Board of Assessment Review to meet and to hear complaints regarding Real Property Tax Assessments in the Town".

Section 2. Purpose and Intent

This local law is intended to comply with the requirements of New York State law that Towns set a date for the Board of Assessment Review to hear complaints from taxpayers in relation to real property assessments, and to set that date for the Town's Board of Assessment Review to meet to hear complaints in relation to real property assessments in the Town as the fourth Tuesday in the month of May, commencing during calendar year 2020 pursuant to New York Real Property Tax Law Section 512 (1-a).

Section 3. Legislative Findings

The Board finds that the fourth Tuesday is an appropriate time for the Board of Assessment Review to hear complaints in relation to assessments of real property in the Town, and convenient to the schedule of the Assessor, who is also employed as an assessor by other assessing units.

Section 4.

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

Section 5.

This local law shall take effect immediately upon filing in the Office of the Secretary.

## **NOTICE OF PUBLIC HEARING ON PROPOSED LOCAL LAW**

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Town Board of the Town of Skaneateles of New York, at Town Hall, 24 Jordan Road, Skaneateles, New York, on the 16<sup>th</sup> of March, 2020 at 7:30 p.m. concerning proposed Local Law No. 2020-A, entitled "A Local Law Regarding the Date for the Board of Assessment Review to meet and to hear complaints regarding Real Property Tax Assessments in the Town."

The purpose of said Local Law is to comply with the requirements of NYS law that Towns set a date for the Board of Assessment Review to hear complaints from taxpayers in relation to real property assessments, and to set that date for the Town's Board of Assessment Review to meet to hear complaints in relation to real property assessments in the Town as the fourth Tuesday in the month of May, commencing during calendar year 2020 pursuant to New York Real Property Tax Law Section 512 (1-a).

A copy of the proposed Local Law is available for review at the Town Clerk's Office of the Town of Skaneateles, 24 Jordan Street, Skaneateles, New York and on the Town of Skaneateles website [www.townofskaneateles.com](http://www.townofskaneateles.com).

An opportunity to be heard in regard to such proposed Local Law will be given at the hearing to those favoring or opposing the same as well as any comments on the environmental significance, if any, of the proposed local law.

DATED: Skaneateles, New York  
February 28, 2020

Julie A. Stenger, Town Clerk  
Town of Skaneateles

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Town of Skaneateles  
Proposed Local Law A of 2020  
A Local Law Regarding the Date for The Board of Assessment Review to meet and to hear  
complaints regarding Real Property Tax Assessments in the Town

---

Be it enacted by the Town Board of the Town of Skaneateles as follows:

Section 1. Title

This local law shall be referred to as "Local Law Regarding the Date for the Board of Assessment Review to meet and to hear complaints regarding Real Property Tax Assessments in the Town".

Section 2. Purpose and Intent

This local law is intended to comply with the requirements of New York State law that Towns set a date for the Board of Assessment Review to hear complaints from taxpayers in relation to real property assessments, and to set that date for the Town's Board of Assessment Review to meet to hear complaints in relation to real property assessments in the Town as the fourth Tuesday in the month of May, commencing during calendar year 2020 pursuant to New York Real Property Tax Law Section 512 (1-a).

Section 3. Legislative Findings

The Board finds that the fourth Tuesday is an appropriate time for the Board of Assessment Review to hear complaints in relation to assessments of real property in the Town, and convenient to the schedule of the Assessor, who is also employed as an assessor by other assessing units.

Section 4.

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

Section 5.

This local law shall take effect immediately upon filing in the Office of the Secretary.

**NOTICE OF PUBLIC HEARING**

**PROPOSED LOCAL LAW B OF “A LOCAL LAW AMENDING THE CODE OF THE TOWN OF SKANEATELES CONCERNING WATER”**

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Town Board of the Town of Skaneateles of New York, at Town Hall, 24 Jordan Road, Skaneateles, New York, on the 16<sup>th</sup> of March, 2020 at 7:15 p.m. regarding proposed Local Law B of the Year 2020, “A Local Law Amending the Code of the Town of Skaneateles Concerning Water”.

A copy of the proposed Local Law B of 2020 is available for review at the Town Clerk’s Office of the Town of Skaneateles, 24 Jordan Street, Skaneateles, New York and on the Town of Skaneateles website [www.townofskaneateles.com](http://www.townofskaneateles.com).

An opportunity to be heard in regards to, Local Law B of 2020 will be given at the hearing to those favoring or opposing the same as well as any comments on the proposed Local Law 2020-B, if any, of the proposed.

DATED: Skaneateles, New York  
February 20, 2020

Julie A. Stenger, Town Clerk  
Town of Skaneateles

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

**WHEREAS**, Board Member McCormack has introduced for consideration Local Law No. B of 2020 entitled “A Local Law Amending the Code of the Town of Skaneateles” (the “Local Law”), seconded by Board Member Legg with unanimous (5-0) affirmation.

**WHEREAS**, the purpose of the proposed local law is to amend the Code of the Town of Skaneateles (the “Code”) to reflect upgrades in the technologies that have taken place over the years and are currently in place for the water department and to reflect actual duties performed by the water department staff.

**WHEREAS**, the Town Board desires to comply with the requirements of SEQRA and its implementing regulations set forth at 6 NYCRR Part 617, and Section 239 of the General Municipal Law, with respect to these proposed amendments to the Town Code.

**NOW, THEREFORE, BE IT RESOLVED** that the Town Board will hold a public hearing on March 16, 2020 at 7:15 p.m. to hear all persons interest in the above-referenced Local Law and to consider the adoption of such Local Law;

**BE IT FURTHER RESOLVED** that the Town Board has considered the provisions of Article 8 of the Environmental Conservation Law (“SEQRA”) and the regulations adopted thereunder at 6 NYCRR Part 617 and finds the proposed local law to be a “Type II Action” as defined therein. Therefore, no further review is required under SEQRA;

**BE IT FURTHER RESOLVED** that the Town Clerk shall refer the Local Law to County Planning for its review pursuant to General Municipal Law Section 239;

**BE IT FURTHER RESOLVED** that the Town Clerk shall cause notice of such public hearings to be published in the official Town newspaper in accordance with all legal requirements.

## Chapter 146

### WATER

**[HISTORY: Adopted by the Town Board of the Town of Skaneateles 4-1-1969 by L.L. No. 1-1969. Amendments noted where applicable.]**

#### **§ 146-1. Title; applicability.**

This chapter shall be known as the "Uniform Water District Regulations of the Town of Skaneateles, 1969." These regulations shall apply to all water districts of the Town of Skaneateles now or hereafter established and to the customers thereof. No water service connections or facilities shall be made or installed except in conformity with the provisions of these regulations.

#### **§ 146-2. Definitions.**

As used in this chapter, the following terms shall have the meanings indicated:

**DISTRICT** — Any and every water district or extension thereof, established pursuant to the provisions of the Town Law of the State of New York, which is located in the Town of Skaneateles, in whole or in part, and which is governed by the Town Board of the Town of Skaneateles.

#### **PREMISES**

- A. A building under one roof, owned or leased by one customer and occupied as one residence or one place of business.
- B. A combination of buildings owned or leased by one customer, in one common enclosure, occupied by one family as a residence or one corporation, firm or person as a place of business.
- C. Each unit of a multiple house or building separated by a solid partition wall, occupied by one family as a residence or one corporation, firm or person as a place of business.
- D. A building owned or leased by one customer, having a number of apartments, offices or lofts which are rented to tenants and using in common one hall and one or more means of entrance.
- E. A building, one or more stories high under one roof, owned or leased by one customer having an individual entrance for the ground-floor occupants and at least one for the occupants of the upper floors.
- F. A garden apartment owned by one individual or firm and located in one common enclosure.

**WATER SUPERINTENDENT** — The Water Superintendent of the Town of Skaneateles or his deputy as designated by the Town Board or such other person as may be designated by resolution of the Town Board to perform the duties of the Water Superintendent under these regulations.

#### **§ 146-3. Application for service.**

- A. Applications for use of water shall be on forms provided by the Town Clerk of the Town of Skaneateles. The applicant shall furnish all information indicated on the application forms, as well as additional information that may be required by the Town Clerk, Water Superintendent or Town Board.
- B. Approval of applications shall be subject to there being an existing main in a street or right-of-way abutting on the premises to be served, and approval shall in no way obligate the district to extend its mains.
- C. A separate application must be made for each premises. Submetering will not be permitted.
- D. Application of contractors, builders and others for temporary water service may be accepted and temporary water service supplied, provided that it does not interfere with use of water for general purposes. The quantity of water taken for such purposes shall be determined by meter or by estimate, as determined by the Water Superintendent. Customers requiring temporary water service shall reimburse the district for all its expenses in connection with providing temporary service connections, and a deposit specified by the district will be required.
- E. No application will be accepted from any applicant until all charges due from the applicant for water or services at any premises now or heretofore owned or occupied by him have been paid.

**§ 146-4. Deposit.** [Amended 12-10-1985 by L.L. No. 11-1985]

As security for payment of charges, the district may at any time require of any customer or applicant a deposit as fixed, from time to time, by resolution of the Town Board. No interest will be paid on such deposits. When service is discontinued and all charges due the district are paid, such deposit will be returned.

**§ 146-5. Water services and operation.**

- A. District service lines. Upon approval of an application for water service to property abutting on a street or right-of-way in which there is an existing main and payment of applicable charges and deposit, the district will, at its expense, install the service line from the main to and including the curb box shutoff. Service lines installed by the district shall remain the property of the district.
- B. Operation, maintenance and replacement of district service lines. The district, at its expense, will maintain and, when necessary, replace its service lines from the main to and including the curb box shutoff. Service lines shall not be trespassed upon nor interfered with in any respect. The curb box shutoff is for the exclusive use of the district and may not be used by a customer or others for turning on or shutting off water supply.
- C. Customer service pipes.
  - (1) At his own expense, the customer shall install the service pipe from the curb box shutoff serving the customer's premises to a valve located just inside the building wall or as directed by the Water Superintendent. A valve shall be installed on each side of and adjacent to the meter location.
  - (2) No customer service pipe shall be installed nor shall work be commenced thereon until



the application for water service shall have been made, processed and approved pursuant to the provisions of these regulations and until all charges and deposits shall have been paid.

- (3) No trench or the customer service pipe therein shall be backfilled or covered until such trench, the service pipe and the curb box connection thereto shall have been inspected and approved by the Water Superintendent.
  - (4) Should the customer service pipe be bored directly or pulled through using the existing service, the new service pipe shall be one continuous piece of pipe approved by the Water Superintendent.
  - (5) No water shall be drawn, used or consumed from a customer service pipe until the individual water meter has been installed, except that such prohibition shall not apply to the Water Superintendent when performing inspections or tests and may be waived for an approved temporary water service.
- D. Maintenance and replacement of customer service pipes. The customer, at his expense, shall maintain and, when necessary, replace service pipes from the curb box shutoff to the building. If any defects in workmanship or materials are found, if the customer service pipe has not been installed in accordance with these regulations or if there is a failure in the customer service pipe, water service shall not be turned on or, if turned on, shall be turned off and discontinued until such defects are remedied.
- E. Service pipe specifications. All service pipes shall have a minimum cover of 4 1/2 feet. No service pipes shall be smaller than three-fourths-inch inside diameter. Type K copper pipe or copper-size plastic tube shall be used for two-inch inside diameter and smaller pipe, with fittings conforming to applicable American Water Works Association specifications as directed by the Water Superintendent. Services larger than two-inch diameter shall be ductile iron, SDR 18 plastic or high-density polyethylene pipe and fittings of quality equal to American Water Works Association specifications suitable for service under a pressure of 150 pounds per square inch. Customer service pipe installations smaller than three-fourths-inch inside diameter in place at the effective date of these regulations may remain while in good condition; if such installations shall thereafter require excavation for test, inspection or replacement, they shall be replaced with installations conforming to these regulations. [Amended 4-3-2008 by L.L. No. 1-2008]
- F. Taps and unmetered use. There shall be no tap, provision for a tap, plugged tee or other fitting between the district's main and the meter, except as approved by prior writing of the Water Superintendent. No water may be taken or used which is not metered (except for approved temporary water service), and any yard hydrant, fountain, hose or other installation must be connected on the building side of the meter.
- G. Winter provisions. The district shall not be required to install any service lines or service connections between November 15 and April 15, except by special arrangement, in which case the customer shall pay for the excess over normal costs.
- H. Easements and rights-of-way. Applicants for service shall deliver, without cost to the district, permanent easements or rights-of-way when necessary for the installation and maintenance of service lines and service connections. The district shall not be obligated to commence any

construction until applicants have delivered satisfactory easements or rights-of-way or have agreed to pay all costs of the district to obtain easements or rights-of-way.

- I. Delay. The district shall not be liable for delay in the installation of mains, service lines or service connections, whether or not such delay is reasonable or unreasonable and whether or not such delays may be within or beyond the control of the district.

**§ 146-6. Meters and Radios.**

- A. An individual meter and radio shall be required for each premises and for each separate water service connection to a premises.
- B. Meters up to and including three-fourths-inch will be furnished by the district and remain the property of the district. Meters larger than three-fourths-inch shall be furnished and installed by the customer and will remain the property of the customer. The district reserves the right in all cases to stipulate the size, type and manufacturer of the meter to be used.
- C. Radios will be furnished by the district and remain the property of the district. The district reserves the right in all cases to stipulate the radio to be used.
- D. Location.
  - (1) Whenever possible, a meter less than two inches in size shall be set in the basement. The meter shall be located at a convenient point approved by the district so as to protect the meter and to measure the entire supply of water through the service line and service pipe. When a meter cannot be set in the basement, it will be set at or near the property line or at a place designated by the Water Superintendent. The customer shall bear all costs of a pit or housing for the meter, as approved by the district.
  - (2) Should a meter be set in the basement, a radio will be mounted to the outside of the home. The radio will be encased in a housing as to protect the radio.
  - (3) A meter two inches in size or larger shall be set at or near the property line or at a place designated by the district, and the customer shall bear all costs of a pit or housing for the meter, including a bypass for testing, as approved by the district. All meters 1 1/2 inches or larger shall have a bypass for testing.
  - (4) Should a meter be set at or near the property line, a radio will be installed at the meter inside the pit.
  - (5) Where the distance from the property line to the front wall of the building is greater than 75 feet, irrespective of meter size, the district may require that the meter be set at or near the property line, and the customer shall bear all costs of a pit or housing for the meter, as approved by the district.
- E. Meters and meter connections and radios shall not be interfered with in any respect. All meters and radios furnished by the district will be maintained by and at the expense of the district so far as ordinary wear and tear are concerned, but the customer will be held responsible for damages due to freezing, hot water or external causes. Meters furnished by the customer shall be maintained and repaired by the customer. If a meter furnished by a customer shall, in the opinion of the Water Superintendent, require inspection, maintenance or repair and such is not provided within five days after notice to the customer, the district may provide such inspection, maintenance or repair, and the customer shall bear all costs

thereof. The district recommends that the customer install suitable equipment to prevent backflow of hot water which may cause damage to the meter or to the customer's plumbing.

- E. The district reserves the right to remove and test any meter or radio it has furnished at any time and to substitute another meter in its place. In case of a question as to the accuracy of a meter, the meter will be tested by the district upon the request of the customer. The fee for testing such meter will be as fixed, from time to time, by resolution of the Town Board. In the event that the meter so tested is found to have an error in registration to the prejudice of the customer in excess of 4% at any rate of flow within normal test flow limits, the fee advanced for testing will be refunded, and prior water bills will be adjusted for over-registration as determined by the Water Superintendent, subject to appeal to the Town Board. [Amended 12-10-1985 by L.L. No. 11-1985]
- F. The district may require the testing of any meter furnished by a customer at any time. If such test of a meter is less than two years after a previous test of the same meter and the meter is found to have error to the prejudice of the district of 4% or less at any rate of flow within normal test flow limits, the district will pay the cost of the test, otherwise the cost of the test shall be borne by the customer.

**§ 146-7. Payment for service.**

- A. All bills are payable in accordance with the terms of the applicable service classification. For new services installed at any time during the billing period, the minimum charge and the amount of water allowed thereunder will be prorated according to the number of days remaining in the billing period after the service has been made available.
- B. Meters may be read semiannually, quarterly, bimonthly or monthly, and customers may be billed semiannually, quarterly, bimonthly or monthly at the option of the district.
- C. The quantity recorded by the meter shall be considered the amount of water passing through the meter, which amount shall be conclusive on both the customer and the district, except when the meter has been found to be registering inaccurately or has ceased to register. In such cases, the quantity may be determined by the average registration of the meter in a corresponding past period when in order or by the average registration of a meter later installed, whichever method is representative, in the opinion of the Water Superintendent, of the conditions existing during the period in question, subject to appeal to the Town Board.
- D. The customer shall notify the district, in writing, of any change in occupancy. No adjustment of bills will be made by the district as between owners or tenants unless 10 days' notice, in writing, prior to the change of occupancy has been given to the district. No rebate will be given for unoccupied premises unless notice of non-occupancy is given as required in Subsection F hereunder.
- E. In case any water bill or charges provided for by these regulations shall not be paid within 30 days following the rendering of the bill, such bill shall be delinquent. Unpaid water charges in arrears for 30 days or longer from the date of rendering shall be subject to a penalty of 10%. The district or its agents may discontinue the supply of water if water charges are not paid within 60 days from the date due. Water service will not be reestablished until such unpaid charges and any other unpaid charges due the district, together with the charge for restoration of service, are fully paid.

- F. Any customer may discontinue water service by giving the district written notice not less than 10 days prior to the discontinuance. Upon discontinuance of service, the district will refund to the customer the appropriate amount of any deposit or advance payment of the customer.

**§ 146-8. Miscellaneous provisions.**

- A. Discontinuance of service by district.

- (1) Water service may be discontinued by the district for any of the following reasons:

- (a) Use of water other than as represented in customer's application or through branch connections on the street side of the meter or place reserved therefor.
- (b) Willful waste of water through improper and imperfect pipes or by any other means.
- (c) Damaging or molesting any main, service line, seal, meter, radio or any other property or installation of the district.
- (d) Nonpayment of bills for water or services rendered by the district.
- (e) The cross-connecting of pipes carrying water supplied by the district with any other source of supply or with any apparatus which may endanger the quality of the district's water supply.
- (f) Refusal of reasonable access to the property for the purposes of reading, repairing, testing or removing meters or inspecting water piping and other fixtures.

- (2) Where two or more premises are now supplied with water through one service line under the control of one curb box shutoff, if any of the customers so supplied shall violate any of the above rules, the district reserves the right to apply its shutoff regulations to the joint service line, except that such action shall not be taken until the innocent customer who is not in violation of the district's rules has been given reasonable opportunity to attach the service pipe leading to his premises to a separately controlled service line.

- B. When water service to any premises has been turned off upon the order of the customer or for any of the reasons of this section and service is again desired by the customer, a charge as fixed, from time to time, by resolution of the Town Board, will be made for the restoration of service. Such charges contemplate only reinstallation of the district's meter at the customer's premises and opening of the curb box shutoff; any additional costs to the district shall be borne by the customer. [Amended 12-10-1985 by L.L. No. 11-1985]
- C. No person shall take water from any public fire hydrant or unmetered connection to any facilities of the district for any use whatsoever, other than for fire purposes, except as specifically authorized by the district. The use of public fire hydrants for washing streets, flushing sewers, filling swimming pools and other non-fire purposes is not permitted except upon specific authorization from the district, and, for such uses, advance payment of charges shall be required. If water is used for a public fire hydrant or unmetered connection to any facilities of the district without specific authorization by the district, the user shall be liable

for usual charges as if authorization had been given and, in addition, a civil penalty not to exceed \$100 a day for each day of continued violation in excess of the first week. [Amended 12-10-1985 by L.L. No. 11-1985]

- D. The district's mains or services shall not be connected on any premises with any other source of water supply not approved by the Department of Health of the County of Onondaga and by the district; nor shall the district's facilities be connected in any way to any piping, tank, vat or other apparatus which contains liquids, chemicals or any other matter which may flow back into the district's facilities.
- E. If any customer shall use such a volume of water as to endanger, diminish or cut off the supply to other customers, in the opinion of the Water Superintendent, the Water Superintendent may order such customer to reduce such excessive use of water and the customer shall comply forthwith.
- F. Upon receipt of an application for a new service or reinstatement of an existing service, the district may assume that the piping and fixtures which the service will supply are in proper order, and the district will not be liable for any accident, breaks, leakage or damage of any nature resulting from, relating to or arising out of the supply of water or failure to supply same. The district reserves the right, at any time, without notice, to shut off or reduce the flow of water in its mains for the purposes of making repairs or extension or for other purposes. The district shall not be liable for a deficiency or failure in the supply of water or the pressure thereof for any cause whatsoever nor for any damage caused thereby nor for the bursting or breaking of any main or service pipe or any attachment to the district's property. All applicants and customers having installations upon their premises depending upon the pressure or continuity of water flow in the district's system are cautioned to provide their own standby or supplemental facilities.
- G. Where a customer-owned service pipe or main is frozen, thawing shall be at the expense of the customer. To avoid a recurrence of freezing, the district may order an examination of the customer service pipe or main, and, if the same is not at a depth of 4 1/2 feet as required, the district reserves the right to require it to be so relocated before service is resumed.
- H. The district reserves the right, in periods of limited water supply or emergency, to restrict the use of water for sprinkling, car washing or other nonessential purposes during certain hours of the day or certain days of the week or to prohibit such use entirely.
- I. Any person, firm or corporation who shall injure, break or damage any district facilities or equipment shall pay all costs of repair or replacement.
- J. When the Water Superintendent is unable to read a customer's meter due to inaccessibility or absence of a responsible person on the customer's premises, the Water Superintendent shall leave a notice, and the customer shall promptly forward the meter reading to the district. Until the meter reading is received, interim water billings shall be made at 1 1/2 times the estimated water charges based on past usage, or service may be shut off.

**§ 146-9. Classifications, rates and charges.**

Classification of services rendered, facilities furnished and rates and charges therefor shall be established and may be changed from time to time, amended or repealed by resolution of the Town

Board of the Town of Skaneateles. Nothing herein contained shall prevent the Town Board of the Town of Skaneateles from establishing separate schedules of rates for separate water districts nor from changing, amending or repealing same by resolution of the Town Board of the Town of Skaneateles nor from establishing different rates for metered and unmetered services until services shall be metered.

**§ 146-10. Penalties for offenses.** [Amended 12-10-1985 by L.L. No. 11-1985]

An offense against the provisions of this chapter shall constitute a violation under the Penal Law and shall be punishable by a fine of not more than \$250 or by imprisonment for not more than 15 days, or both. In addition, any person, firm or corporation who violates any of the provisions of these regulations or who shall omit, neglect or refuse to do any act required thereby shall severally, for each and every such violation, forfeit and pay a civil penalty not to exceed \$100. The imposition of penalties for any violation of these regulations shall not excuse the violation or permit it to continue. The application of the above penalty or penalties or prosecution for a violation of any provision of these regulations shall not prevent the enforced removal of conditions prohibited by these regulations. When a violation of any of the provisions of these regulations is continuous, each day thereof shall constitute a separate and distinct violation subjecting the offender to additional penalty. The foregoing penalties are separate from and in addition to penalties prescribed by any other applicable statutes, ordinances, local laws or regulations.

**§ 146-11. Appeals.**

Any person, firm or corporation adversely affected by a decision of the Water Superintendent may appeal the same, in writing, within 10 days to the Town Board.

**§ 146-12. Right to amend.**

The Town Board reserves the right to change, modify, supplement or amend these regulations and the rates and charges from time to time. The right is also reserved to make such additional rules and regulations as to the Town Board seem appropriate to promote the health, safety, morals and welfare of the inhabitants of the Town of Skaneateles, in order to regulate the water supply and to promote the proper and efficient administration of the water districts and to make rates and contracts for the use of water in special cases by resolution of the Town Board.<sup>1</sup>

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<sup>1</sup>. Editor's Note: Rates promulgated by resolution are on file in the office of the Clerk.

## **NOTICE OF PUBLIC HEARING ON PROPOSED LOCAL LAW**

NOTICE IS HEREBY GIVEN that a public hearing will be held before the Town Board of the Town of Skaneateles of New York, at Town Hall, 24 Jordan Road, Skaneateles, New York, on the 16<sup>th</sup> of March, 2020 at 7:30 p.m. concerning proposed Local Law No. 2020-A, entitled "A Local Law Regarding the Date for the Board of Assessment Review to meet and to hear complaints regarding Real Property Tax Assessments in the Town."

The purpose of said Local Law is to comply with the requirements of NYS law that Towns set a date for the Board of Assessment Review to hear complaints from taxpayers in relation to real property assessments, and to set that date for the Town's Board of Assessment Review to meet to hear complaints in relation to real property assessments in the Town as the fourth Tuesday in the month of May, commencing during calendar year 2020 pursuant to New York Real Property Tax Law Section 512 (1-a).

A copy of the proposed Local Law is available for review at the Town Clerk's Office of the Town of Skaneateles, 24 Jordan Street, Skaneateles, New York and on the Town of Skaneateles website [www.townofskaneateles.com](http://www.townofskaneateles.com).

An opportunity to be heard in regard to such proposed Local Law will be given at the hearing to those favoring or opposing the same as well as any comments on the environmental significance, if any, of the proposed local law.

DATED: Skaneateles, New York  
February 28, 2020

Julie A. Stenger, Town Clerk  
Town of Skaneateles

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Town of Skaneateles  
Proposed Local Law A of 2020  
A Local Law Regarding the Date for The Board of Assessment Review to meet and to hear  
complaints regarding Real Property Tax Assessments in the Town

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Be it enacted by the Town Board of the Town of Skaneateles as follows:

Section 1. Title

This local law shall be referred to as "Local Law Regarding the Date for the Board of Assessment Review to meet and to hear complaints regarding Real Property Tax Assessments in the Town".

Section 2. Purpose and Intent

This local law is intended to comply with the requirements of New York State law that Towns set a date for the Board of Assessment Review to hear complaints from taxpayers in relation to real property assessments, and to set that date for the Town's Board of Assessment Review to meet to hear complaints in relation to real property assessments in the Town as the fourth Tuesday in the month of May, commencing during calendar year 2020 pursuant to New York Real Property Tax Law Section 512 (1-a).

Section 3. Legislative Findings

The Board finds that the fourth Tuesday is an appropriate time for the Board of Assessment Review to hear complaints in relation to assessments of real property in the Town, and convenient to the schedule of the Assessor, who is also employed as an assessor by other assessing units.

Section 4.

The invalidity of any provision of this Local Law shall not affect the validity of any other provision of this Local Law that can be given effect without such invalid provision.

Section 5.

This local law shall take effect immediately upon filing in the Office of the Secretary.