

Town Board Meeting

July 10, 2023

5:00 p.m.

Zoom: Meeting Id: 846 1320 2602 Passcode: 394911

Present: Supervisor Aaron, Councilor Alexander, Councilor Tucker, Councilor Legg, Councilor Dove, Attorney Smith.

Also, Present (via Zoom): Brian Buff, Karen Barkdull, Jason Gabak (Skaneateles Press), Sue Murphy, Miranda Robinson, Lori Milne, Cassie Schwalm.

Also, Present (In Person): Tim Dobrovosky, Keri Fey.

5:00 p.m. Attorney Advice: On a motion of Councilor Dove, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned to attorney advice at 5:00 p.m.

On a motion of Councilor Alexander, seconded by Councilor Dove and with unanimous (5-0) affirmation of the Town Board, the Town Board ended Attorney Advice and opened the public meeting at 6:30 p.m.

Highway & Water: Highway Superintendent Tim Dobrovosky submitted his report to the Board for their review. He reported the Highway Department had done roadside mowing, fixed potholes, installed driveway culverts, ditching, tree clean up, repaired a catch basin on Fisher Road, stockpiled stone for paving Heifer Road, assisted water department and paved the handicapped space at the Charlie Major Nature Trail. .

Transfer Station: Municipal Recycling Liaison Brian Buff reported they had sent out 17 loads of trash, 13 open top containers and 8 recycling. The brush grinder started on the 28th of June and should take about 10 to 14 days to do complete the grinding, and they have already started hauling away. They are averaging about two to three eighteen wheelers a day.

Planning and Zoning: Planning and Zoning Clerk Karen Barkdull reported there were four open projects at this time. Ms. Barkdull reviewed the status of existing projects still open; Community Solar Array TJA Solar, Lakelawn – proposed brick and stone masonry wall to replace wood fence along West Lake Road, this project is on hold. Victory Sports – The application is pending as the applicant is considering the potential for smaller scale development on the property, and Haba Toys- Expansion application is on hold as they re-evaluate the entire property. Other activities included four pre-application meetings, submitted Shoreline Legislation to the Town Board, attended Plan Onondaga meeting in Marcellus, completed 2 Codes Enforcement Officer training hours, training Aimie Case for the ZBA clerk.

Codes: Codes Officer Robert Herrmann was on vacation, Councilor Tucker reported in his absence. There were twenty-four permits issued in June with a total valuation of \$1,903,475.80

and fees collected in the amount of \$8,367.90. There were fifty-nine expired permits they are working on and two violations.

*Codes Office June 2023 report attached.

Parks: Parks Director Sue Murphy reported Playday was up and running. Unfortunately, with the weather, camp had been held inside at the school at times. The school has been very accommodating, and it is working well. Next week, playday goes to Sky Zone for their field trip. The waterfront is running smoothly with good and bad weather days. Mandana Boat Launch had been very busy, on July 4th the parking area was full. Rentals for the picnic shelter, tennis courts, and pickleball seem to be going well. The Farmer's Market is also going good. This year there are more vendors on Saturdays than on Thursdays. And, tomorrow night is movie night in the Austin Pavilion, and they are going to show Shrek. She also announced that Austin Park is now a registered Monarch Butterfly weigh station.

Water: Councilor Legg reported he had received the Water System Operation Report from Forman Shane Christman for the month of June and the testing for the Town water was all negative, within normal range. He stated they are also looking at some State grant opportunities, not for the water tower project but for infrastructure. Supervisor Aaron stated she is working on letters to resubmit with the Economic Development grant.

Councilor Legg stated the Water Department is still moving forward with the PRV pit replacement in Skaneateles Falls. They are working on, comparing the drawings and the actual site.

Engineer: Town Engineer Miranda Robinson reported she had been working on the PRV replacement project and looking for a second hire in the Water Department. Miranda stated they are working on a cost estimate and looking at the City of Syracuse. They have two quotes that she would send to the Board for their review. The worst-case scenario we would be looking at is about \$100,000, the best-case scenario would be \$80,000. These are very estimated costs.

Councilor Legg asked Engineer Robinson to put the numbers into an email for the Board to review at the next meeting.

Budget: Budget Officer Keri Fey reported she is preparing for the 2024 Budget season. She reported the reserve funds had been transferred into NY CLASS and submitted the reports to the Board. The return was much more than anticipated. The Board was very happy with the transferring of the funds and the return they had received in such a short period of time.

Fire Department: Councilor Dove reviewed the June 2023 Skaneateles Fire Department report.
*Report Attached

Minutes of June 26, 2023: On a motion of Councilor Tucker, seconded by Councilor Alexander and with a (5-0) affirmation of the Town Board, the minutes of June 26, 2023, were accepted as presented.

Budget Amendments: No Budget Amendments

Abstract #23-12: On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board vouchers #23-0800 - #23-0863 were authorized from the following funds:

General:	\$ 28,263.57	Highway:	\$ 972.38
Street Lgt:	\$ 415.14	Part Town:	\$ 13,287.78
Water:	\$ 19,059.29	Hwy Part Twn:	\$ 21,122.28
T&A	\$ 386.97	Sewer:	\$ 862.44
Total:	\$84,369.85		

Paul J. Olszewski Town Hall Survey: Supervisor Aaron stated the Town Hall Renovation project would require a new survey. She also stated that this project did require an architect and drawings. This would be considered professional services and the Town would not need to go out to bid for this service. This is in accordance with the Town of Skaneateles Procurement Policy. This allows the Town Board to choose who would be the best for the project. In most cases the Board tries to use local professionals. Paul Olszewski is a local surveyor.

Supervisor Aaron stated the last survey done of the Town Hall was in 1969. It was definitely time for an update. The quote that was received from Mr. Olszewski was for \$1,600 and this included the property survey, easements, and corner staking of the property.

On a motion of Councilor Alexander, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the Town Board approved the contract for \$1,600 with Paul Olszewski for a survey of the Town Hall located at 24 Jordan Street, Skaneateles, NY 13152 as presented.

Justice Court Clerk Resignation: Supervisor Aaron reported a letter of resignation was received from Justice Court Clerk, Jessica Stone, effective immediately. No 14-day notice was given therefore according to the employee handbook the following pertains:

“408 Separation of Employment Notice of Resignation (Employees) – An employee who intends to resign from employment must submit a written resignation to the employee’s Department Head at least two weeks before the date of resignation is to be effective. A copy of this written resignation must be provided to the Town Clerk for inclusion in the employee’s personnel file. Failure to submit the proper notice shall result in the loss of payment for accruals. This provision may be waived by the Town Board. Completion of Notice Period – When a resignation notice is provided by an employee, the Town Board reserves the right to waive some or all of the notice period.”

This is appointment would be made by the Judges. The Board is to note acceptance of the resignation and it would be left to the judges to fill the position.

On a motion of Councilor Dove, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the Town Board accepted the resignation of Justice Court Clerk, Jessica Stone, effective immediately.

Eggleston & Krenzer Proposal – Town Hall Renovations Proposal Amendment: Supervisor Aaron stated the Board was in receipt of the amended proposal from Architect Bob Eggleston and Rick Krenzer. The proposal was for the Town Hall project next phases. The additional work would be to work with the Village zoning and codes for the permitting process and to prepare the construction drawings to go out to bid. The additional cost would be \$5,500. This would also be according to the Town of Skaneateles procurement policy under professional services.

On a motion of Councilor Alexander, seconded by Councilor Tucker, and with unanimous (5-0) affirmation of the Town Board, the Town Board approved the amended contract with Eggleston & Krenzer Architects for an amount not to exceed \$5,500.

Announcements/Correspondence/Updates

- *Conservation Committee:* Councilor Alexander announced the Conservation Committee would be meeting this week and she would report back to the Board at the next Town Board meeting.
- *Hamlet Committee:* Councilor Legg announced the Hamlet Committee would be meeting at 5:30 p.m. on July 17th at the Town Hall.
- *Cornell Cooperative Extension – “Shoreline Matters: An educational series about Skaneateles Lake Shoreline protection and restoration”:* Supervisor Aaron announced the program “Shoreline Matters: An educational series about Skaneateles Lake Shoreline protection and restoration” presented by Cornell Cooperative Extension would be held July 13th at 7:00 p.m. in person at St. James Episcopal Church. The Skanlakeinfo.org website has all the upcoming programs sponsored by Cornell Cooperative Extension.
- *Onondaga County Mortgage Tax Apportionment:* Supervisor Aaron announced they were in receipt of the Onondaga County Mortgage Tax Apportionment. The Town of Skaneateles portion is \$124,688.72.

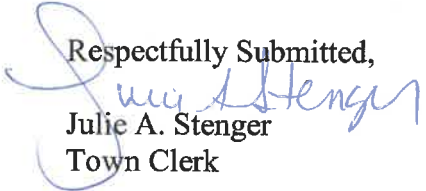
Public Comment: No Public Comment.

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 attorney advice at 7:05 p.m.

On a motion of Councilor Dove, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting returned to open session at 8:15 p.m.

On a motion of Councilor Leg, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned at 8:15 p.m.

Respectfully Submitted,


Julie A. Stenger
Town Clerk