

**Town Board Meeting**  
**February 23, 2017**  
**6:00 p.m.**

**Present:** Supervisor Lanning, Councilor Brace, Councilor Howard, Councilor Badami, Attorney MacLeod. Absent: Robert Coville and Attorney Smith.

**Also Present:** Bridgett Winkelman, Sue Murphy, Rob Howard, Allan Wellington, Jonathan Monfiletto (Skaneateles Journal), Jason Gabak (Skaneateles Press), Allan Dolmatch.

**Department Reports:**

*Highway, Water, Transfer Station:* Allan Wellington reported that the roads have been plowed 19 times since the last meeting and 98 times this winter. They patched pot holes, made equipment repairs and are doing renovations at Town Hall. In the Water Department they repaired a leaking water service valve at Welch-Allyn, repaired two leaking shutoff valves and repaired a broken water service. They also adjusted the pilot valve in the PRV pit on Jordan Road. At the Transfer Station, Town Constable, Tom Adessa helped sell hang tags and checked uncovered loads last weekend. A new garbage compactor arrived last week and the Transfer Station crew has been working on the installation. All the NYSDEC annual reports have been completed and submitted.

*Parks Department:* Sue Murphy reported that she and Gene LaForte met with Jordan Elbridge and Skaneateles Central Schools and local businesses regarding using students for interim work for their studies/grades during school hours and possibly in the summer. Gene and Councilor Brace met with the Farmers Market vendors last week. Councilor Brace said that they discussed where the market would be held this year and pending final confirmation they anticipate that it will be held in the same places as last year. During the spring and summer it will be at the Austin Pavilion parking lot and in the fall in the Village bays on Thursday's only. The Village is in agreement with this.

*Budget:* Bridgett Winkelman reported that Cuddy and Ward were here for five days completing their audit. They will be reviewing their audit with the Town Board at an upcoming meeting. The December 2016 Supervisor's Report and Fiscal Summary had been submitted to the Town Board.

*Resolution #17-035*

**Minutes:** Supervisor Lanning noted a word change on page 2 to Re-Leaf. On a motion of Councilor Howard, seconded by Councilor Badami and with unanimous (4-0) affirmation of the Town Board, the minutes of February 6, 2017 were accepted with the change as noted.

**Public Comment:** No public comment.

*Resolution #17-036*

**Schedule Bid Opening for Transfer Station Contract – Hauling & Tipping:** The Town Board reviewed the bid document for hauling and tipping fees for removal of garbage, recyclables, construction debris and tires from the Transfer Station. The Town Board was in agreement that recycling has to be improved and the Town must continue to take more to reduce the garbage stream. Elimination of single stream and requiring separation of recyclables was also discussed. The Board agreed to add to section 3.0 Detailed Waste Management Plan in the bid

document “*that the waste management plan shall include a detailed list of all items that will be accepted for recycling.*”

Allan Wellington said that all bidders have to meet with him and he agrees with the Board on recycling but stated as Refuse Officer he directs the operation of the refuse disposal area.

On a motion of Councilor Badami, seconded by Councilor Brace and with unanimous (4-0) affirmation of the Town Board the bid document was accepted as amended to section 3.0 and a bid opening date was scheduled for 10 a.m. on March 24, 2017.

**RFP’s – Mowers and Electric Vehicle/Parks Department:** Sue Murphy reported that they had sent out three requests for proposals for a 72”cutting width zero turn lawn mower; an electric utility vehicle; and two pairs of metal exterior doors for Austin Pavilion. Two quotes were received for the mower and the electric utility vehicle and only one quote for the door. The electric utility vehicle can be charged in a regular outlet. She said that even though Main and Pinckney were not the low bid she and Gene LaForte were recommending them as they allowed for a discount and the trade-in of their 2012 Ferris mower. In addition, they provide great service and had many times come to their location to service their equipment.

*Resolution #17-037*

On a motion of Councilor Brace, seconded by Councilor Howard, and with a unanimous (4-0) affirmation of the Town Board the bid from Main & Pinckney Equipment Inc., in the amount of \$5,900 for a Ferris 37 hp 72” mower Deck, original cost of \$13,000 with a trade-in credit of \$6,100 for the 2012 Ferris mower and a \$1,000 discount was approved for purchase.

*Resolution #17-038*

On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (4-0) affirmation of the Town Board the bid from Cazenovia Equipment in the amount of \$13,854.35 for a John Deere Gator TE Electric Utility Vehicle was approved for purchase.

A discussion was held on replacement of the Austin Pavilion doors with concerns about possibly creating a vestibule to help cut down on heat loss but noting that it would also take away space in the lobby. Councilor Brace also asked if the doors had a full mortise continuous hinge which is more durable and if the doors are a heavy duty product.

With the number of questions regarding the doors, the Town Board agreed to table their decision until they could garner more information.

*Resolution #17-039*

**License Agreement – Lakeshore Baseball – Batting Cage:** On a motion of Councilor Badami, seconded by Councilor Brace and with unanimous (4-0) affirmation of the Town Board, Supervisor Lanning was authorized to sign the license agreement for the period from February 23, 2017 to December 31.2017 with Lakeshore Baseball to erect a batting cage at Austin Park.

*Resolution #17-049*

**Randall Arendt Proposal:** Supervisor Lanning said that he appreciates the volunteer efforts of the Eastern Gateway Committee. The proposal from Randall Arendt will support this committee and provide presentations to the officials, property owners and residents.

Allan Dolmatch, Chair of the committee said that he and the Committee support the proposal from Randall Arendt stating that Randall is in the best position and has the most experience to provide design recommendations with zoning and planning criteria. He said Mr. Arendt is uniquely qualified in this area. He said that Marty Cregg and Bruce Kenan communicated with Mr. Arendt and they established the scope of services with terms and conditions. Randall will provide community outreach that will incorporate design criteria. He said it is a very mixed use area that also includes a utility ROW and a NYS highway.

Supervisor Lanning expressed that he wanted a meeting just with the owners of the property or their representatives.

Allan said that this is a long term perspective and that it may take dozens of years before properties transfer or seek change and improvements that will present opportunities to incorporate the fundamental decisions that are made. He said they hope to provide a blueprint for making improvements over time and transforming the eastern entrance to the community.

Councilor Badami said that Anne Redmond, Planning Board member concurred that Randall Arendt was a great choice. They both agreed that the Town was lucky to get Mr. Arendt.

Supervisor Lanning said that they hope to incorporate a bike path and trees. He said that the NYSDOT will weigh in heavily on any plans along their highway. He said that normally they would do an RFP but since this is for professional services and so specific and is not required under the procurement policy, the Town Board did not feel the need to go out for other proposals.

Councilor Brace read from the proposal: *“After a tour of the study area by town officials and businesspeople (which could run from say 2-4 p.m.), I suggest beginning the collaborative planning process with an interactive workshop that evening in which I would describe and illustrate ways that other communities similar to Skaneateles have successfully dealt with the challenge of gradually remaking their gateway corridor entrances, in terms of roadside development. The following morning could provide additional opportunities for interested parties to meet and further discuss issues, concerns, and potential elements of possible phase two work”.*

Councilor Howard said that the Town purchased a couple of Randall Arendt’s books and would be available to borrow from the Town Clerk’s office.

The Board thanked Allan Dolmatch and the Committee for their work on the Eastern Gateway.

On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board the February 7, 2017 proposal/agreement from Randall Arendt in the amount of \$7,500 plus travel expenses not to exceed \$1,000 was authorized.

*Resolution #17-041*

**OCMBOCES Contract – Right to Know & Blood Borne Pathogens Training:** On a motion of Councilor Howard, seconded by Councilor Badami and with unanimous (4-0) affirmation of the Town Board, Supervisor Lanning was authorized to sign the 2017 contract for professional services between Onondaga-Cortland-Madison BOCES and the Town of Skaneateles to provide online OSHA Communication & NYS Right-to-Know Training and OSHA Blood Borne Pathogens Training in the amount of \$350.

*Resolution #17-042*

**Transfer of not to exceed \$158,000 from the Highway Equipment Reserve Fund to purchase a dump truck with plow equipment; subject to the permissive referendum requirements of Town Law and General Municipal Law:** On a motion of Councilor Badami, seconded by Councilor Brace and with unanimous (4-0) affirmation of the Town Board a transfer in the amount not to exceed \$158,000 from the Highway Equipment Reserve Fund to purchase a dump truck and plow equipment for the Highway Department was authorized, subject to the permissive referendum requirements of Town Law and General Municipal Law.

*Resolution #17-043*

**Agreement for the Expenditure of Highway Funds:** On a motion of Councilor Brace, seconded by Councilor Badami and with unanimous (4-0) affirmation of the Town Board, pursuant to the provisions of section 284 of the Highway Law the Town Board agrees that moneys levied and collected in the Town for repair and improvement of highways shall be expended as follows:

1. GENERAL REPAIRS. The sum of **\$53,000** shall be set aside to be expended for primary work and general repairs upon **40.82** miles of town highways, including sluices, culverts and bridges having a span of less than five feet and boardwalks or the renewals thereof.
2. PERMANENT IMPROVEMENTS. The following estimated sums shall be set aside to be expended for the permanent improvements of Town highways:

- a. **County Line Road** commencing at NYS Rt. 20 going north, ending at the Town of Sennett jurisdiction a distance of 0.68 miles. Expend not over the sum of \$116,267.32 (Chips Road).

**Highland Avenue** commencing just north of Jewett Road, ending at Old Seneca Turnpike, a distance of 0.74 miles. Expend not over the sum of \$90,139.01.

**Franklin Street** commencing at Fuller Street and ending at Old Seneca Turnpike, a distance of 1.3 miles. Expend not over the sum of \$104,843.67.

- b. The following roads will be treated with a new seal coat of oil & stone at estimated costs as follows:

1. <b>Lacy Road</b>	1.44 miles	\$20,063.15
2. <b>Reynolds Road</b>	0.25 miles	\$ 3,431.85
3. <b>Cemetery Road</b>	0.61 miles	\$ 8,447.65

**Additional Chipper Rental** \$ 1,200.00

**2.29 miles** **\$34,042.65**

**Discussion of Code Enforcement Position:** Supervisor Lanning said that at a previous meeting Todd Hall, Codes Enforcement Office submitted his resignation effective June 13, 2017. Bridgett Winkelman said that the Town Board determined the budget for this position is based on whether it was full time or part time. Supervisor Lanning said he had hoped to carve out the fire inspection to a second person in this office but the person he had in mind was not interested.

Janet Aaron explained that Civil Service considers a full time person one that works 20 or more hours a week or more than 1040 hours per year. If the Town Board believes that this position would require 20+ hours a week then the Board should authorize her to obtain the eligible list from Onondaga County Personnel (Civil Service) so that the Town Board can canvass the list.

Both Councilor Brace and Councilor Howard said they believe that this position should be full time.

On a motion of Supervisor Lanning, seconded by Councilor Brace, and with unanimous (4-0) affirmation of the Town Board, the Town Clerk was authorized to obtain the eligible list from Onondaga County Department of Personnel.

*Resolution #17-045*

**Discussion of Boat Washing Station:** Supervisor Lanning said that the Town is looking into a boat washing station at the Mandana Parking lot to control the spread of invasive species. The Skaneateles Lake Association (SLA) has spent over a \$1 Million on milfoil eradication. There are grant funding opportunities. He met with members of the SLA and Sue Murphy at the site to determine where the best place might be to install it. The Engineering Committee has been asked to review this as well. He said the new NYSDEC law, Clean, Drain & Dry targets invasive species and pertains to all DEC boat launches. This will be more about education than a mandatory requirement. He said Lake George has seven boat washing stations and there are several in the Adirondacks. The grant application has to be submitted by March 1<sup>st</sup>.

On a motion of Supervisor Lanning, seconded by Councilor Howard and with unanimous (4-0) affirmation of the Town Board, authorization was given to apply for a grant through Onondaga County to go towards the boat washing station infrastructure at the Mandana Parking lot.

*Resolution #17-046*

**Authorization to submit Post Closure Monitoring Report to NYSDEC:** After reviewing the 2016 Annual Post Closure Monitoring Report for the Town of Skaneateles Landfill the Town, Supervisor Lanning made a motion seconded by Councilor Badami and with unanimous (4-0) affirmation of the Town Board to authorize Plumley Engineering to submit the permit to NYSDEC.

**Announcements/Correspondence/Updates**

▪*Austin Park Update:* Attorney McLeod stated that Attorney Smith was working through the Cy-Pres process with the Village Attorney.

▪*Comprehensive Plan Update:* Attorney McLeod reported that Attorney Smith was reviewing the Village Board comments with the Village Attorney. Supervisor Lanning reported that Howard Brodsky has nearly completed his scope regarding the zoning code and would be submitting them to Joel Russell.

▪ *Recreation Easement – City of Syracuse – Update:* Attorney McLeod reported that Attorney Smith is formalizing the draft that will be submitted to the Town Board in the near future. Supervisor Lanning said that this process started in 1991 with Charlie Major working with the City of Syracuse to obtain an easement across their property at the corner of Mill Road and Old Seneca Turnpike in order to extend the Charlie Major Nature Trail south to Old Seneca Turnpike.

▪ *2017 Application for Community Development Funding:* Supervisor Lanning said that the Town does not have any eligible areas and that he has been told by the County Leg that Skaneateles would not qualify.

*Resolution #17-047*

▪ *Request from Kinney Drug Store to host Easter Egg Hunt at Austin Park:* Sue Murphy said that Kinney Drug Store would like to have the Easter Egg Hunt at 10 a.m. on April 8<sup>th</sup> and hold it next to the playground at Austin Park. They would like to ask participants for a \$5 donation for a fundraiser for the children’s hospital. The Town Board agreed not to require insurance for this event and felt comfortable that it would be covered under the Town’s insurance and to waive the license agreement requirement. On a motion of Supervisor Lanning, seconded by Councilor Brace, and with unanimous (4-0) affirmation of the Town Board, Kinney Drug Store was given permission to hold an Easter Egg Hunt at Austin Park at 10 a.m. on April 8<sup>th</sup> and to waive the insurance and license agreement requirement.

▪ *Upcoming Hamlet Meetings: 7 p.m. March 8<sup>th</sup> at Skaneateles Falls American Legion; 7 p.m. May 3<sup>rd</sup> at Ken & Joan Scott’s barn Shepard Settlement*

**Abstract #17-04:** On a motion of Supervisor Lanning, seconded by Councilor Howard and with unanimous (4-0) affirmation of the Town Board vouchers # 17-0137 to #17-0249 were approved for payment from the following funds:

General Fund:	\$58,344.28	Part Town:	\$ 4,228.87
Highway:	\$45,471.13	Highway P/T:	\$ 3,026.22
Street Lighting:	\$ 2,238.14	Water:	\$21,438.42
Water #5:	\$ 37.54	Sewer:	\$ 1,656.75
Sewer #6:	\$ 291.29	T & A:	\$ 2,226.11

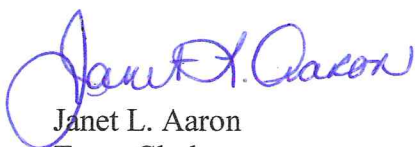
Total: \$138,959.75.

**Public Comment:** No Public Comment.

**Executive Session:** On a motion of Supervisor Lanning, seconded by Councilor Howard and with unanimous (4-0) affirmation of the Town Board, the meeting was adjourned to Executive Session at 7:05 p.m. to discuss a personnel matter.

Meeting reopened at 7:20 p.m. and immediately adjourned.

Respectfully submitted,



Janet L. Aaron  
Town Clerk