

Town Board Meeting
April 7, 2016
6:30 p.m.

Present: Supervisor Lanning, Councilor Brace, Councilor Howard, Councilor Badami, Councilor Coville, Attorney Smith.

Also Present: Sue Murphy, Bridgett Winkelman, Allan Wellington, Gene LaForte, Jason Gabak (Skaneateles Press), Jonathan Monfiletto (Skaneateles Journal), Rob Howard, Andrew Ramsgard, Kerry Porter, Courtney Alexander, Mark Tucker, Beth Batlle.

Update On Austin Pavilion Improvements: Andy Ramsgard, architect for the project, presented the improvement plan. Originally the plan called for two doors to be added on the east side of the building but the grade is higher on the east side vs the north and south. To keep the current trees on the east side the doors and windows will need to be moved to the north and south side of the building on the end towards the east side of the building. A 3-panel window will be placed at each end so that just one opening will have to be added for each panel. He also presented a flooring and lighting plan changing to LED lighting as opposed to the fluorescents. Prices will be given for both. The heating is all electric. The heating units need to be replaced. The electric usage could be tracked by separate metering, but a monitoring system would be one-tenth of the price. He said this is a simple job and only 5-6 things will need specs. He said that the next step is to put it out to bid. He expects to have the bid specs completed by next week. The bid forms would need to be completed by the Town attorney.

Councilor Howard said a window on the east side of the building should be considered for the best views. Councilor Badami and Councilor Brace agreed. Supervisor Lanning said it is better to do it now as it would be more expensive later. Andy said that he could add a double window in each room on the east side of the building. The windows would be the type that could be opened. The doors will be all glass. Councilor Brace asked if the heating units would need to be moved. Andy said no. The Town Board agreed with the changes that included a triple window and single door in the front (south) of the building and a triple window and door and added on the north wall of the building separating the locker room/lobby area from the pavilion, plus two double windows that open on the east side. This will be back on the next meeting agenda.

Councilor Brace said there needs to be front end bid documents prepared. Attorney Smith said he could prepare them and would just use the AIA forms instead of trying to reinvent the wheel. Councilor Badami said he is in favor of having the bid documents prepared sooner than later. Attorney Smith said he would prepare the bid documents and circulate them before the next meeting so that it can be on the April 21st meeting.

Department Reports

▪*Highway, Water, Transfer Station:* Allan Wellington reported that they plowed six times in April for a total of 86 times for the season. They worked with a tree service company to remove six trees and clean up trees downed by the recent snow event. They repaired drainage on the Butters Farm Road, patched pot holes and made equipment repairs. In the water department repaired hydrant leaks and four employees attended a dig safely training seminar. At the transfer

station they made drainage improvements outside the municipal waste building, continued to harden the latex paint, made equipment repairs and removed logs from the stock pile.

▪*Parks Department:* Sue Murphy displayed a picture showing the repairs made to one of the Charlie Major Nature Trail bridges by the highway department. She thanked them for the great job. She reported that there was a nice turnout of residents on April 2nd at the Skaneateles Falls Park to discuss future improvements. The residents provided valuable information and great ideas. She also has been interviewing applicants for the counselor and lifeguard summer positions. The fence will be installed soon at Austin Park as a protection for the flowering crab apple trees. Due to the wet fields and recent snow events both Lakeshore Baseball and the school sports teams are using the Austin Pavilion.

Councilor Brace added that they plan on continuing the discussion with the Skaneateles Falls residents who were very enthusiastic about the possible improvements. One idea was to add a trail around the perimeter of the park that would also delineate the park's boundaries and identify where private residential properties begin. There is a possibility the trail could be extended to the parking area on the National Grid property. In addition they talked about removing shrub brush and poison ivy, adding a shelter near the playground and adding better signage. They will continue to meet to formulate the ideas into a priority list.

Councilor Brace said that the land we lease from National Grid for a parking area needs to have stone added and questioned if we can do that under our easement agreement. Attorney Smith said he would have to review the license agreement.

Gene Laforte presented to the Board a request to go out for proposals for a walk behind gas-powered edger with groomer and opener. He said the price would not exceed \$12,000. He has discussed this with Bridgett Winkelman who said that there was funding for this equipment in the Recreation Equipment Reserve Fund.

Resolution #16-71

On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board the Parks Department was authorized to request proposals not to exceed \$12,000 for a new gas powered edger with groomer, opener and a power broom and power rake attachments.

Resolution #16-72

On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board, a transfer of not to exceed \$12,000 from the Recreation Equipment Reserve Fund was authorized, subject to the permissive referendum requirements of Town Law and General Municipal Law.

▪*Codes, Planning & Zoning:* Councilor Badami reviewed the 11 building permits issued by the Codes Officer. There are 9 open projects with the Planning Board and one with the Zoning Board. In addition notes from the round table meeting held on March 5th were distributed.

▪*Budget:* Bridgett Winkelman reported that Water #2 was billed. Cuddy & Ward submitted the Annual Financial Report to the Comptroller's Office on March 17th. They will be here at the April 21st meeting to report on the 2015 Audit.

▪*Historian:* Beth Batlle gave a presentation on The Briggs Farm (attached).
▪*SAVES:* Jeff VanBeveran, Executive Director with SAVES said in the first quarter they had 185 requests for service. Each of their vehicles has an AVL, an automatic vehicle locator. 911 knows where they are at all times. They purchased a new four wheel drive vehicle in January that will make it easier to get up and down the fire lanes. Even though this vehicle was more expensive they did receive \$100,000 in grant funding. They taught CPR original and recertification courses to 100 people from the school, doctor offices, etc. They also did the required OSHA training and participated at a training event at the Welch Allyn Lodge for 300 EMS providers. He said that heroin still impacts this area. Onondaga County is ground zero for heroin. Two SAVES EMS personnel brought back two people who had cardiac arrest. They received lifesaving awards. Jeff stated that SAVES is in need of a bookkeeper since Ted Astemborski moved out of the area.

Supervisor Lanning encouraged support for SAVES and noted they are a 501C3 organization.

No Public Comment.

Resolution #16-73

Memorandum of Understanding – Solarize CNY Initiative: Supervisor Lanning reported on a solar presentation that was made last night by Chris Carrick, Energy Program Manager with CNY Regional Planning & Development Board regarding a community solar initiative at the Transfer Station. 26 municipalities are participating.

Councilor Brace said last year the Town did a site survey assessment and the Transfer Station was one of the top three sites chosen for consideration. This will cost the Town nothing.

Councilor Badami said that in the first phase all the Town’s facilities will only use 10% of the electric generated. 90% can go to other uses such as businesses, residents and non-profits. This will be a decision the Town Board will have to review after receiving input from the community.

Attorney Smith said that he has reviewed the documents and the Town would not be obligated by signing these documents.

On a motion of Councilor Badami, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board, Supervisor Lanning was authorized to sign the Memorandum of Understanding with CNY Regional Planning & Development Board.

Resolution #16-74

Resolution Authorizing Intermunicipal Cooperation Agreement For Participation In Solarize CNY Initiative: On a motion of Councilor Badami, seconded by Councilor Brace and with unanimous (5-0) affirmation of the Town Board the following resolution was adopted.

WHEREAS, the Central New York Regional Planning and Development Board (“CNY RPDB”), a public planning agency established in 1966 by Cayuga, Cortland, Madison, Onondaga, and Oswego Counties under the provisions of Article 12-B of the New York State General Municipal Law, has established a program designed to provide municipal entities and

certain other public partners in the Central New York region with information, tools, and resources to make solar electric energy more accessible to their facilities and thereby reduce their energy costs through a regional solar initiative (the “Solarize CNY Initiative”); and

WHEREAS, the Town of Skaneateles strongly supports the development of renewable energy in the Town of Skaneateles and the Central New York region, and recognizes the widespread benefits of the Solarize CNY Initiative developed by the CNY RPDB; and

WHEREAS, Article 5-G of the New York State General Municipal Law authorizes municipal corporations and districts to enter into cooperative agreements for the performance or exercise of services, functions, powers or activities on a cooperative or contract basis among themselves or one for the other, and

WHEREAS, the Town Board deems it in the best interest of the Town of Skaneateles and its residents to enter into an intermunicipal cooperation agreement (the “Intermunicipal Cooperation Agreement”) to form an intermunicipal group (the “CNY Solar Intermunicipal Group”), for purposes of participating in the CNY Solar Initiative, including authorizing the CNY RPDB to (1) study particular sites owned by [name of municipality] and others, identified as potentially viable for installation of a solar photovoltaic facility for each site’s solar capacity and the resulting potential annual savings from producing solar energy, and (2) on behalf of the CNY Solar Intermunicipal Group, to prepare and disseminate a joint solicitation package, including template agreements, and to make a recommendation for the selection of one or more solar provider(s) to develop, design, finance, construct, operate and maintain small to mid-sized commercial solar PV systems on a defined portfolio of project sites in Central New York and to sell the solar energy produced by such systems at a defined price, all as set forth in the Intermunicipal Cooperation Agreement and in accordance with all applicable laws, including any applicable procurement laws and policies.

NOW THEREFORE, BE IT RESOLVED that the Board hereby determines that it is in the interests of the Town of Skaneateles to enter into the Intermunicipal Cooperation Agreement;

BE IT FURTHER RESOLVED James C. Lanning, the Town of Skaneateles Supervisor, is hereby authorized to execute and deliver the Intermunicipal Cooperation Agreement and such other documents, and take such other actions, as may be necessary or appropriate to carry out the intent of this resolution.

Resolution #16-75

Intermunicipal Cooperative Agreement For Solarize CNY Initiative: On a motion of Councilor Badami, seconded by Councilor Brace and with unanimous affirmation of the Town Board, Supervisor Lanning was authorized to sign the Intermunicipal Cooperation Agreement for Solarize CNY Initiative

Village Resolution: Supervisor Lanning said that for many years the Town has managed the Village owned Austin Park. On April 4, 2016 the Village Board passed a resolution requesting that the “NYS Legislature adopt legislation authorizing the transfer of Austin Park from the Village to the Town and authorizing the lease of the Austin Pavilion to a not-for-profit entity so long as the tenant does not interfere with the public use of the park during the summer months.”

Attorney Smith said that he appeared before the Village Board on Monday and provided the resolution that the Village Board adopted. The resolution states that the Village is in support of seeking permission from the State Legislature to transfer their ownership interest in Austin Park from the Village of Skaneateles to the Town of Skaneateles. This is the necessary step that needed to get done before April 15th in order to have the best opportunity for this to get through the Legislature promptly. The next step is to share this with our local Assemblyman and Senator. They have requested that the Town take the first crack at drafting state legislation. Kristy Frame who works with him as an Associate, has started to work on the legislation..

Resolution #16-76

Access to City of Syracuse Property On Mill Road: Supervisor Lanning reported that he was working with the City of Syracuse to finish what Charlie Major started when he was Supervisor to obtain an easement to property on Mill Road near the intersection of Old Seneca Turnpike.

On a motion of Councilor Brace seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board, Supervisor Lanning was given the authority to continue discussion with the City of Syracuse to obtain this easement.

Authorize Bid for Trucks:

Resolution #16-77

▪**Highway Pick Up Truck:** On a motion of Councilor Badami, seconded by Councilor Coville and with unanimous (5-0) affirmation of the Town Board, authorization was given to go out to bid for a 2016 Ford F-250 Super Duty pickup truck with power equipment for the Highway Department and to schedule the bid opening at 10 a.m. on April 19, 2016.

Resolution #16-78

-**Parks & Transfer Station Pick Up Trucks:** On a motion of Councilor Badami seconded by Councilor Coville and with unanimous (5-0) affirmation of the Town Board, authorization was given to go out to bid for two 2016 Ford F-250 Super Duty pick-up trucks without power equipment for the Parks Department and Transfer Station and to schedule the bid opening at 10 a.m. on April 19, 2016.

Attorney Smith questioned why a specific brand of pick-up truck was being requested. Allan Wellington said that standardization of trucks in Town Departments was important.

Resolution #16-79

Time Warner Cable Franchise Agreement: Supervisor Lanning reported that the franchise agreement with the Town is scheduled to expire April 25, 2016. As part of the negotiation the Board agreed that service in certain rural areas of the Town needed to be negotiated as part of this contract. The Board also agreed that negotiation should be coordinated with the Village as their franchise agreement expires in May 2016.

Jeff VanBeveran requested that the Board try to negotiate free or reduced service for non-for-profits.

On a motion of Councilor Howard, Councilor Badami was appointed to represent the Town in negotiating the renewal of the Franchise agreement with Time Warner. Seconded by Councilor Brace.

Councilor Howard	Yes
Councilor Brace	Yes
Councilor Badami	Abstain
Councilor Coville	Yes
Supervisor Lanning	Yes

Carried 4-0

Development Rights Acquisition Fund: Supervisor Lanning said that in order to mitigate a nonconforming property due to impermeable surface requirements a landowner can satisfy the requirement to reduce the impermeable surface to 10% through a conservation easement or a monetary contribution to the Town’s Development Rights Acquisition Fund. Supervisor Lanning said that he believes that the 23 cents per square foot is woefully inadequate. The fund was established in 2007 and currently has only \$180,000. He believes that the fund should be raised from \$.23/sf to \$1.09/sf in the watershed and \$.52/sf outside the watershed.

Mark Tucker said he believes the flat rate of \$1.09/sf is the right decision. He said it could be amended in the future for properties outside the watershed. He said that the Planning Board agreed with this rate.

The Town Board agreed that the rate should be removed from the code book which requires adoption by local law and to include the rate to be charged in the Town’s fee schedule. The decision on the fee to consider will be decided at the April 21st meeting along with introducing a local law to amend the code to take the current fee out of the code.

Grant Application To Environmental Facilities Corporation (EFC): Supervisor Lanning said that grant money is available through EFC and he believes that the Town could qualify for waterline improvements. While it is too late this year to meet the April 15th deadline, the Town will pursue funding next year.

Resolution #16-80

Minutes: On a motion of Councilor Howard, seconded by Councilor Coville, and with unanimous (5-0) affirmation of the Town Board, the minutes of March 17, 2016 were accepted as presented.

Resolution #16-81

Conservation Committee Member Appointment: On the recommendation of Randy Nonemacher, Chair of the Conservation Advisory Committee, Councilor Coville made a motion, seconded by Councilor Badami, and with unanimous (5-0) affirmation of the Town Board to appoint Matt Champlin to their committee.

Resolution #16-82

Memorandum of Understanding – Johnson Controls: Supervisor Lanning said the Memorandum of Understanding is to provide a “Preliminary Facility Audit” at no cost or obligation to the Town in order to pursue purchasing the 280 street lights in the Town.

Councilor Brace said that NYSERDA assists with the purchasing of street lights and it might tie in with this proposal.

Gene LaForte questioned who would maintain the street lights. Supervisor Lanning said that the intent is to replace the street lights with LED lights that should only require replacement every 20-25 years. The Town would need to contract with a company to provide ongoing service and maintenance.

On a motion of Councilor Brace, seconded by Councilor Howard and with unanimous (5-0) affirmation of the Town Board the Supervisor was authorized to sign the Memorandum of Understanding with Johnson Controls.

Announcements/Correspondence/Updates

▪*Letter From Kimberly Baker-Bringas – Regarding Speed Limit on Jewett Road:* The Town Board acknowledged receipt of the letter from Ms. Baker-Bringas and requested that the Town Clerk write her asking if she would provide more documentation in order to submit a better case for reducing the speed limit to the NYSDOT.

▪*Update on Assessor position:* Supervisor Lanning reported that six applications have been received and that they plan on interviewing the candidates next week.

Resolution #16-83

Budget Adjustments: On a motion of Councilor Brace, seconded by Councilor Coville and with unanimous (5-0) affirmation of the Town Board the following budget adjustments were authorized:

General Fund

\$ 2,950.00	Increase	085102.01.002.00	Community Beautification – Equip.
\$ 2,950.00	Decrease	085104.01.004.00	Community Beautification

Cost associated with purchase of Bruch Hog

Highway – Town wide Fund

\$ 25.00	Increase	090458.03.008.00	Life Insurance
\$ 25.00	Decrease	090898.03.008.00	Other Employee Benefits

Cost associated with 6 months life insurance

Resolution #16-84

Abstract #16-07: On a motion of Councilor Howard, seconded by Councilor Badami and with unanimous (5-0) affirmation of the Town Board vouchers # 16-0357 to #16-16-0437 were authorized from the following funds:

General Fund:	\$ 21,209.13	Part Town:	\$ 932.17
Highway:	\$ 9,791.56	Highway P/T:	\$ 155.32
Fire Protection:	\$251,425.00	Water:	\$ 627.07
Sewer #6:	\$ 9.91	T & A:	\$ 909.87
Street Lights:	\$ 2,034.23		
Total:	\$287,094.26		

Public Comment: Mark Tucker commented that he was promised there would not be a charge when he installed his windmill but later on he was charged by National Grid and that the Town Board should be aware of that regarding solar.

Courtney Alexander said that the Nursery School enrollment continues to increase.

Sue Murphy commented that one of her counselors who received CPR and AED training through SAVES saved the life a student on the campus they were attending. She thanked SAVES for the training they provide to their counselors and lifeguards.

Meeting adjourned at 8:15 p.m.

Respectfully submitted,



Janet L. Aaron
Town Clerk