

Town Board Meeting
January 7, 2016
7:00 p.m.

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

Also Present: Fran Rotunno, Jonathan Monfiletto (Skaneateles Journal), Denise Rhoads, F. Scott Molnar, Sue Murphy, Jim Condon, Rob Howard, John Sutton, Mark Tucker, Nancy Murray, Allan Wellington, Bridgett Winkelman, Julie Stenger.

Resolution #16-01

Annual Resolution: Supervisor Lanning outlined the updates on the annual resolution stating that Brody Smith is our Town Attorney, the Planning and Zoning Board Chairs will remain the same (Mark Tucker and Denise Rhoads respectively). The Town Board will now meet at 6:30 p.m. instead of 7 p.m. on the first and third Thursday's of each month.

Councilor Howard raised a concern about the selection process for the Planning Board vacancy stating that she did not see her email with the recommendation from the Planning Board Chair until yesterday. She said that legally the Town Board is responsible for this appointment and that she takes it very seriously. She stated that there has not been time for the Town Board to be involved in the interviews or discuss the vacancy.

Councilor Howard made a motion to amend the 2016 Resolution to leave the Planning Board position open until the Town Board has time to discuss this further.

Supervisor Lanning said that in the past the Planning Board has interviewed candidates and made a recommendation to the Town Board. He said the position was advertised and two people responded.

Councilor Badami questioned Chairman Tucker on his recommendation. Mark Tucker said they interviewed late because it was hard to schedule around the holidays. They believe both are very qualified to hold the position but questioned if one application may have a conflict with SOCPA. They also took into consideration how the board was balanced.

Councilor Howard said she was not comfortable discussing specific candidates by name in a public forum and said it does not seem right. She said that the Town Board needs to discuss this as a Board.

Attorney Smith said there is no law that states that the Town Board can't receive a referral two days prior to their decision and there is no legal impediment if it is the desire of the Town Board to take more time with their decision.

Councilor Badami questioned if it would impact the function of the Planning Board by not making a decision tonight.

Attorney Smith said that the Planning Board can function with four (4) members. The only detriment is if a meeting is scheduled and less than a quorum can attend.

Councilor Coville asked when the next Planning Board meeting is. Mark Tucker said on January 19th, the Tuesday before the next Town Board meeting.

Supervisor Lanning questioned if the Annual Resolution can be adopted without deciding on the Planning Board position.

Attorney Smith said yes. He said he interprets the motion to be that it amends the Annual Resolution to remove the Planning Board appointment from the resolution in order for the Town Board to revisit this appointment. The Town Board then would have the option of approving the balance of the resolution. The Town Board could revisit the decision on the Planning Board appointment in the future as an independent stand-alone resolution.

Councilor Badami questioned if this would inconvenience the Planning Board severely. Mark Tucker said it would not severely inconvenience the Board. Some applicants may choose to wait until there is a full Board and that could delay some projects.

Supervisor Lanning said that because of the Open Meetings Law the discussion would still have to be at a meeting of the Town Board.

Attorney Smith suggested that the Town Board select two Town Board members to a subcommittee to do the interviews and report their recommendation back to the Town Board at an open session.

Supervisor Lanning suggested that Councilor Badami and Councilor Howard conduct the interview for the Planning Board appointments.

Councilor Howard withdrew her motion.

Councilor Howard made a motion seconded by Councilor Badami and with unanimous (4-0) affirmation of the Town Board present, to remove Joseph Southern's name for consideration on the Annual Resolution for the Planning Board appointment, with the agreement that the decision to consider the Planning Board appointment will be on the January 21, 2016 agenda.

On a motion of Councilor Coville, seconded by Councilor Badami and with unanimous (4-0) affirmation of the Town Board in attendance, the 2016 Annual Resolution was approved as amended.

Department Reports:

Highway, Water, Transfer Station: Allan Wellington reported that the snowplows have been out 12 times this season. In addition, the Highway Department made repairs to equipment, cleaned a plugged cross pipe on Weeks and Hencoop Roads and patched potholes. In the Water Department they repaired a broken water meter that was frozen, made repairs to a hydrant and did quarterly maintenance on the three pressure reducing valves. At the Transfer Station they

have sold over 600 Transfer Station permits for 2016 and made repairs to the skid steer, dump truck and loader.

Parks: Sue Murphy reported that they were doing normal operations.

Budget: Bridgett Winkelman reported that she billed Water District #2 and is working on year end reporting including preparing information for the 2015 audit. She reminded the Town Board that there would be two abstracts for this meeting and the next one to close out any expenses associated with the 2015 budget.

Public Comment:

Fran Rotunno praised the two gentlemen who work at the Transfer Station stating that there are not two finer employees in the Town. She commented that they are helpful and very pleasant and she hopes that the Town treats them well.

John Sutton questioned why the comment period was at the beginning of the meeting instead of at the end when all the items on the agenda have been discussed. Supervisor Lanning said it would be easier for anyone just wanting to make a comment but not wanting to stay for the meeting.

Resolution #16-02

Minutes: Councilor Howard who was in office in 2015 and in attendance affirmed that the minutes of December 17, 2015 are accepted as presented.

Resolution #16-03

Official Undertaking: Clerk Aaron reviewed the Official Undertaking stating that certain elected and appointed officials have to sign the Official Undertaking that they will faithfully perform and discharge the duties of their office. She said that while the Town needs either an Official Undertaking to be filed with the Town Clerk or an individual Blanket Dishonesty Bond issued by the Town's insurance company, the Town has both.

Councilor Coville said that all businesses, including his are required to have dishonesty bond coverage in order to operate.

On a motion of Councilor Badami, seconded by Councilor Howard and with unanimous (4-0) affirmation of the Town Board in attendance, the 2016 Official Undertaking was approved.

Resolution #16-04

Procurement Policy: Clerk Aaron reported that each year the Town Board is required to review and approve the procurement policy and procedures.

Bridgett Winkelman said that the form and the procedures follow the Comptrollers guidelines.

On a motion of Councilor Badami, seconded by Councilor Howard and with unanimous (4-0) affirmation of the Town Board in attendance, the procurement policy as presented was approved.

Resolution #16-05

Agreement for the Expenditure of Highway Moneys: Clerk Aaron explained that each year by law the Town Board is required to agree with the roads and the expenditure that the Highway Superintendent has designated for repairs and improvements to Town roads.

On a motion of Councilor Coville, seconded by Councilor Howard and with unanimous (4-0) affirmation of the Town Board in attendance, the 2016 Highway Expenditure agreement is approved and the Town Board is authorized to sign it.

Resolution #16-06

OCMBOCES Contract: Clerk Aaron explained that the contract with OCMBOCES is for training of all employees, elected officials, committees and boards to receive their mandated Right-To-Know and Blood borne Pathogens Training.

On a motion of Councilor Badami, seconded by Councilor Howard and with unanimous (4-0) affirmation of the Town Board in attendance, the Supervisor was authorized to sign the 2016 OCMBOCES contract in the amount of \$350.

Announcements/Correspondence/Updates

▪*Letter from NYSDOT – Regarding request for speed reduction on Fennell Street:*
Supervisor Lanning said that the NYSDOT will now be conducting an investigation to determine if they will authorize reducing the speed limit. He commended the previous Town Board for taking steps to do this.

▪*12/29/15 Letter from Village – Approving Extension of Water District #7*

▪*Board of Assessment Review Letter of Resignation – Robert Coville:* Supervisor Lanning noted receipt of the letter of resignation from Robert Coville on the Assessment Board of Review effective December 31, 2015 due to being elected to the Town Board.

▪*Receipt of an Article 78 Proceeding – Comprehensive Plan SEQR Negative Declaration:*
Attorney Smith reported that the papers were served on December 23, 2015 and the action will be before Judge Anthony Paris in the Onondaga County Supreme Court. The return date is March 2, 2016 and our papers have to be filed five (5) days before the return date. He said that this lawsuit challenges the adoption of the Comprehensive Plan and the litigants have presented five (5) arguments. He summarized their allegations that are being advanced as follows:

1. Part I of the EAF was not properly approved by the Town Board.
2. Part II of the EAF, the Town Board did not have meaningful discussion of the potential impacts. The discussion was incomplete and the answers to the 18 questions were mechanical.
3. Two issues were raised with traffic and consistency with community plans
4. Part III of the EAF requires the Town Board to issue a decision as to whether or not there is a significant and adverse impact. This is the hard look at SEQR. There is an allegation that the hard look was not taken. There was a failure to analyze impacts on growth in the northern hamlets, infrastructure issues and impacts on agriculture.

5. The final two arguments is an allegation that the written elaboration was not detailed enough. The litigants are alleging that a positive declaration should have been issued and not a negative declaration.

Attorney Smith said that he has already begun research on defending it and he is open to giving additional opinion to the Town Board in Executive Session.

Resolution #16-07

Budget Amendments/Adjustments: Bridgett Winkelman explained that the budget amendments reflect the amendments from the #2015-25 abstract. The adjustments are made to keep the budget in balance.

On a motion of Councilor Howard, seconded by Councilor Coville, and with unanimous (4-0) affirmation of the Town Board in attendance, the following budget amendments/adjustments were approved:

Budget Adjustments

General Fund

\$ 1,100.00	Increase	014204.01.004.00	Attorney - C/E
\$ 1,100.00	Decrease	019904.01.004.00	Contingency
Cost of doing business – services provided by Town Attorney			
\$ 75.00	Increase	011104.01.004.00	Justice – C/E
\$ 75.00	Decrease	011104.01.004.67	Justice – C/E - Training
Cost of doing business			
\$ 250.00	Increase	016202.01.002.00	Building - Equipment
\$ 250.00	Decrease	016204.01.004.00	Building – C/E
Cost of doing business – Security Drop box			
\$ 2,650.00	Increase	051824.01.004.00	Street Lighting – C/E
\$ 2,650.00	Decrease	019904.01.004.00	Contingency
Cost of doing business			
\$ 315.00	Increase	070201.01.001.00	Recreation Admin. – P/S
\$ 315.00	Decrease	071401.01.001.00	Winter Recreation – P/S
Cost of doing business - balance payroll services			
\$ 7,000.00	Increase	081601.01.001.00	Refuse /Garbage - P/S
\$ 7,000.00	Decrease	019904.01.004.00	Contingency
Cost of doing business - additional payroll for maintenance - Highway			

Part Town Fund

\$ 225.00	Increase	016704.02.004.00	Central Print - C/E
\$ 225.00	Increase	001170.02.000.00	Franchise Fees
Cost of doing business			

\$ 1,535.00 Increase 080101.02.001.00 Zoning – P/S
 \$ 1,535.00 Increase 002555.02.000.00 Building permits
 New Employee, balance between Zoning/Planning

Highway Town Wide

\$ 51.00 Increase 090558.03.008.00 Disability Insurance
 \$ 51.00 Decrease 090898.03.008.00 Other Employee Benefits
 New Hire expenses

Water Consolidated

\$ 2,675.00 Increase 083101.08.001.00 Water Admin. – P/S
 \$ 7,900.00 Increase 083204.08.004.00 Source of Supply – C/E
 \$ 50.00 Increase 090308.08.008.00 Social Security
 \$ 90.00 Increase 090898.08.008.00 Other Employee Benefits
 \$ 10,715.00 Decrease 0883104.08.004.00 Water Admin - C/E
 Cost of doing business

Resolution #16-08

Abstract #15-25: On a motion of Councilor Howard, seconded by Councilor Badami and with unanimous (4-0) affirmation of the Town Board members present, voucher # 15-690 to #15-1746 were authorized to be paid from the following funds:

General Fund:	\$16,067.61	Part Town:	\$ 6,244.66
Highway:	\$ 9,727.87	Highway P/T:	\$ 1,207.92
Lighting:	\$ 1,867.06	Water:	\$19,548.98
Sewer #6:	\$ 6.01	T & A:	\$ 1,376.17

Total: \$56,046.28

Resolution #16-09

Abstract #16-01: On a motion of Councilor Howard, seconded by Councilor Coville and with unanimous (4-0) affirmation of the Town Board members present, voucher # 16-001 to #16-0013 were authorized to be paid from the following funds:

General Fund:	\$ 4,884.98	Part Town:	\$ 971.00
Highway:	\$ 63.90		

Total: \$5,919.88

Meeting adjourned at 7:45 p.m.

Respectfully submitted,



Janet L. Aaron
 Town Clerk