

Town Board Meeting
January 6, 2025
5:30 p.m.

Zoom Meeting ID: 876 9117 9993 Passcode: 556148

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

Also, Present (In Person): Tim Dobrovosky, Keri Fey, Nancy Gaus, Averie Tillotson

Also, Present (via Zoom): Sue Murphy, Robert Herrmann, Karen Barkdull, Brian Buff, Jason Gabak, Ed Evans, Kathleen Zapata.

2025 Town of Skaneateles Annual Resolution: Supervisor Legg stated the Skaneateles 2025 Annual Resolution sets the positions and salaries for all Town Departments.

On a motion of Councilor Alexander, seconded by Councilor Dove and with unanimous (5-0) affirmation of the Town Board, the 2025 Town of Skaneateles Annual Resolution was adopted as presented. *See attached

2025 Town of Skaneateles Procurement Policy: Supervisor Legg stated to the Board the Town's Procurement Policy is reviewed and approved every year stating the policies and procedures of purchasing in all departments of the Town of Skaneateles.

This policy lists the department heads and Town employees that are authorized to make purchases on behalf of the Town of Skaneateles. Supervisor Legg pointed out that Jacque McConnaghy, Town Outreach Coordinator and Richard Eldredge, Cemetery Superintendent, were not listed as authorized to purchase. After discussion with the Board, it was agreed to add the Outreach Coordinator and the Cemetery Superintendent to the employees authorized to purchase.

On a motion of Councilor Dove, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the 2025 Town of Skaneateles Procurement Policy was adopted, with the addition of Outreach Coordinator, Jacque McConnaghy and Cemetery Superintendent, Richard Eldredge to the list of employees authorized to purchase for the Town of Skaneateles.
*See attached

2025 Town of Skaneateles Official Undertaking: Supervisor Legg 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.

On a motion of Councilor Dove, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, the 2025 Town of Skaneateles Official Undertaking was adopted.
* See attached

Budget Amendments: On a motion of Councilor Milne, seconded by Councilor Alexander, and with unanimous (5-0) affirmation of the Town Board the following budget amendments for abstract #24-25:

General Fund

\$5568.00	Increase	11104.01.004.00	Justice CE
\$568.00	Decrease	11101.01.001.00	Justice PS
CE Cleanup			
\$76.00	Increase	13304.01.004.00	Tax Collector-CE
\$76.00	Decrease	14104.01.004.00	Town Clerk-CE
CE Cleanup			
\$957.00	Increase	14402.01.002.00	Engineering-CE
\$957.00	Decrease	14401.01.001.00	Engineering-PS
CE Cleanup			
\$400.00	Increase	14304.01.004.00	Personnel-CE
\$400.00	Decrease	14104.01.004.00	Town Clerk-CE
CE Cleanup			
\$29,200.00	Increase	16204.01.004.44	Building-CE
\$29,200.00	Decrease	19904.01.004.00	Contingency Acct-CE
CE Cleanup			
\$3,607.00	Increase	16704.01.004.00	Central Print/Mail
\$3,568.00	Decrease	16804.01.004.00	Central Data
Processing			
\$39.00	Decrease	19904.01.004.00	Contingency Acct-CE
CE Cleanup			
<u>Part Town Wide:</u>			
\$4,146.00	Increase	16704.02.004.00	Central Print/Mail
\$1,720.00	Decrease	16804.02.004.00	Central Data
Processing			
\$2,426.00	Decrease	80114.02.004.58	Codes CE-Legal
CE Cleanup			
\$7,890.00	Increase	80101.02.001.00	Zoning-PS
\$3,799.00	Decrease	16801.02.001.00	Codes-PS
\$1,574.00	Decrease	80114.02.004.58	Codes CE-Legal
\$960.00	Decrease	80104.02.004.00	Zoning-CE
\$1,557.00	Decrease	80114.02.004.00	Codes-CE
CE Cleanup			

\$4,963.00	Increase	80104.02.004.58	Zoning-Legal
\$1,720.00	Decrease	16804.02.004.00	Central Data
Processing			
\$2,426.00	Decrease	80114.02.004.58	Codes CE-Legal
\$817.00	Decrease	80124.02.004.00	Land Development
CE			
CE Cleanup			
\$605.00	Increase	80104.02.004.65	Zoning-
Advertisement			
\$605.00	Decrease	80124.02.004.00	Land Development
CE			
CE Cleanup			
\$35.00	Increase	80114.02.000.00	Codes-CE
\$35.00	Decrease	80124.02.004.00	Land Development
CE			
CE Cleanup			
\$92.00	Increase	80201.02.001.00	Planning-PS
\$92.00	Decrease	80124.02.004.00	Land Development
CE			
CE Cleanup			
\$50.00	Increase	90458.02.008.00	Life Insurance
\$50.00	Decrease	80124.02.004.00	Land Development
CE			
CE Cleanup			
\$2,230.00	Increase	90608.02.008.00	Medical Insurance
\$2,230.00	Decrease	80124.02.004.00	Land Development
CE			
CE Cleanup			
<u>HWY Town Wide:</u>			
\$3,600.00	Increase	51304.03.004.00	Machinery-CE
\$3,600.00	Decrease	51421.03.001.00	Snow Removal-PS
CE Cleanup			
\$8,950.00	Increase	51421.03.001.55	Snow Removal-PS
Machinery			
\$8,950.00	Decrease	51421.03.001.00	Snow Removal-PS
CE Cleanup			

\$4,210.00	Increase	51424.03.004.00	Snow Removal-CE
\$4,210.00	Decrease	51421.03.001.00	Snow Removal-PS
CE Cleanup			
\$140.00	Increase	90458.03.008.00	Life Insurance
\$140.00	Decrease	51421.03.001.00	Snow Removal-PS
CE Cleanup			
<u>HWY Part Town:</u>			
\$1,334.00	Increase	51101.04.001.55	Machinery-PS
\$1,134.00	Decrease	51101.04.001.00	General Repair-PS
CE Cleanup			
\$7,313.00	Increase	51104.04.004.00	General Repair-CE
\$7,313.00	Decrease	51101.04.001.00	General Repair-PS
CE Cleanup			
\$805.00	Increase	90408.04.008.00	Workers Comp
\$805.00	Decrease	51101.04.001.00	General Repair-PS
CE Cleanup			
<u>Fire:</u>			
\$20,900.00	Increase	97106.06.006.70	Fire-Debt Service on
Bond			
\$20,900.00	Decrease	97107.06.007.70	Fire-Interest Debt
Service			
CE Cleanup			
\$1,000.00	Increase	34104.06.004.70	Fire Protection-CE
\$1,000.00	Decrease	97107.06.007.70	Fire-Interest Debt
Service			
CE Cleanup			
<u>Water:</u>			
\$17,846.00	Increase	83104.08.004.00	Water-CE
\$17,846.00	Decrease	83101.08.001.00	Water-PS
CE Cleanup			
\$1,258.00	Increase	90308.08.008.00	Social Security
\$1,258.00	Decrease	83101.08.001.00	Water-PS
CE Cleanup			
\$15.00	Increase	90458.08.008.00	Life Insurance

\$15.00 Decrease 83101.08.001.00 Water-PS
 CE Cleanup

Abstract #24-25: On a motion of Councilor Alexander, seconded by Councilor Dove and with unanimous (5-0) affirmation of the Town Board vouchers were authorized from the following funds:

Abstract #25-24

General	\$71,910.49
Part Town	\$6,779.69
Highway	\$7,508.50
Highway Part Town	\$8,593.42
Water	\$5,188.46
Limeledge Water	\$2,468.25
TOTAL	\$102,448.81

Abstract #25-01: On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board vouchers were authorized from the following funds:

Abstract #25-24

General	\$ 77,458.57
Part Town	\$ 8,862.87
Highway	\$ 20,912.59
Lighting	\$ 927.09
Water	\$ 8,819.53
T&A	\$ 3,679.10
TOTAL	\$ 120,659.75

Schedule 2024 Town Audit with Insero, Inc: Budget Officer Fey reported the 2024 audit was scheduled for March 24th -March 28th. She asked for the Boards authorization to schedule the 2024 Town of Skaneateles Audit.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the 2024 Town of Skaneateles audit with Insero, Inc, was authorized and scheduled for March 24, 2025 – March 28, 2025.

Occupancy Tax Resolution: Supervisor Legg stated the Town Occupancy Tax needed legislation to continue the occupancy tax program. Supervisor Legg proposed sending letters to their State Representatives to initiate the process. The Town Board agreed to authorize the Supervisor to send these letters.

Supervisor Legg stated the City of Auburn was proceeding with their own Occupancy Tax State Legislation, and he would provide an update on the process.

Attorney Smith discussed the following Resolution as authorized by the Town Board:

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

WHEREAS, the Town of Skaneateles (the “Town”) has a vested interest in ensuring that Town services are provided in a fiscally responsible manner and that the costs and expenses associated therewith are equitably distributed among the Town’s taxpayers; and

WHEREAS, due to the Town’s popularity as a tourist destination, the Town incurs additional costs in providing various Town services including, but not limited to, maintaining Town parks and providing DPW and sanitation services, with taxpayers of the Town largely bearing the burden of such additional costs; and

WHEREAS, the Town has identified and enacted an occupancy tax as a means of offsetting these additional costs and promoting the betterment of the health and well-being of the Skaneateles community; and

WHEREAS, the Town’s occupancy tax imposes a five percent (5%) tax upon persons occupying any room for hire in any hotel located within the Town, except that hotels located within the Village of Skaneateles are subject only to a Village occupancy tax; and

WHEREAS, New York State Tax Law Section 1202-hhh, the State legislation authorizing the Town’s occupancy tax, expires on December 31, 2025; and

WHEREAS, the Town Board has determined that it is in the Town’s best interest to continue the Town occupancy tax; and

WHEREAS, the attached draft legislation, amending the New York State Tax Law by establishing a new expiration date for Section 1202-hhh, from the Legislative Bill Drafting Commission (To be provided), bearing bill numbers To Be Provided, is needed to authorize the Town to continue to impose an occupancy tax past December 31, 2025.

NOW, THEREFORE, BE IT RESOLVED that the Town Board authorizes the Town Supervisor to take such further steps as are reasonably necessary to facilitate the introduction of State legislation enabling the Town to continue to impose an occupancy tax of five percent (5%) upon persons occupying any room for hire in any hotel located within the Town; and

BE IT FURTHER RESOLVED that the Town Board hereby authorizes the Supervisor to sign the Home Rule Request Form requesting the enactment of _To be provided_ by the State Legislature; and

BE IT FURTHER RESOLVED that, in the event the Village of Skaneateles imposes an occupancy tax, hotels located within the Village of Skaneateles shall not be subject to the Town occupancy tax.

The adoption of the foregoing Resolution was moved by Councilor Dove, seconded by Councilor Alexander, and duly put to vote, which resulted as follows:

Chris Legg	Voting	Aye
Courtney Alexander	Voting	Aye
Sue Dove	Voting	Aye
Mark Tucker	Voting	Aye
Lori Milne	Voting	Aye

The resolution was thereupon declared duly adopted.

The Board decided to ask the State for a 5-year approval and to apply in conjunction with the Village of Skaneateles.

Department Reports

Transfer Station: Municipal Recycling Liaison Brian Buff reported the Transfer Station had sent out fifteen loads of trash, six open top containers and six loads of recycling.

Supervisor Legg reviewed the year end comparison. The significant drop in hauls and costs in 2024 are due to efficient management of waste. Recycling Liaison Buff also mentioned that the hauling fee increased from \$350 to \$434 per load and the recycling fee from \$60 to \$125 per ton but noted that the recycling fee should decrease as they started recycling glass.

Councilor Alexander stated the team at the Transfer Station are making sure the number of hauls is decreasing to help in the savings. They are doing an excellent job.

Planning and Zoning: Planning and Zoning Secretary Karen Barkdull reported there were nine new applications for the Planning Board. She reviewed the open projects Johnson, Foote and Lakelawn. Other activities included four pre-application meetings, a Shoreline Committee work session and a Hamlet work session.

Secretary Barkdull reviewed Conservation Subdivisions. She stated Conservation Subdivisions are subdivisions that take 60% of the lot and create a conservation easement then the developer could develop 40% of the lot. This creates reduced setbacks and benefits to the developer and 60% of

the lot cannot be developed in the future. The Planning Board prefers conservation subdivisions for the opportunity to create open space.

* December Report attached.

Codes: Codes Officer Herrmann reviewed the December Codes Office report. He thanked the Highway Department for the assistance in cleaning up the pop-up signs along the roadsides. He reported they have seventy-two expired permits at this time.

*December Codes Report attached

Parks: Parks Manager Sue Murphy reported they were busy plowing the parking areas and the walking path. She reported on the upcoming meetings with baseball and soccer representatives. She was also working on Lifeguards and Playday Councilors for this coming summer.

Water: Supervisor Legg reported the monthly coliform testing had been completed and came back from the lab with negative results.

Water Superintendent Chrisman submitted the following report:

Water Department Monthly Report - December

This month (December) began with our regular turbidity testing, conducted twice a week as usual. The water quality has remained clear, and chlorine residuals have been excellent. We also completed our final disinfection byproduct testing for the year, as the health department increased the testing frequency to once per calendar quarter. We received passing/negative results for all tests throughout the year.

In addition to routine testing, we winterized all 177 hydrants in the system. We also pumped the PRV pits of any standing water and ensured proper insulation for some problematic meter pits to prevent freezing.

The Water Department, in collaboration with our Budget Officer, met with the Village to align information regarding our water meters. This meeting helped ensure that our Sensus Analytics and billing systems are synchronized. As a result, we plan to meet periodically with the Village to address any needs in this area.

We held a safety meeting this month, during which the Water Department purchased and installed a fire extinguisher and a medical kit in each vehicle.

On December 18th, we shut down a portion of the Franklin St. water main to assist Brillo with the configuration of the water main for the Village Meadow entrance. The installation was completed successfully that day, with the water main installed at the proper bury depth. However, later that evening, we experienced a water break on Fennel St. The break was repaired that night, and service was restored.

Due to the significant activity on both Fennel and Franklin St., we proceeded with directional flushing of the water main during the following week to remove any air in the system. We coordinated with customers, tested for proper chlorination, and conducted a bacterial test on Old Seneca Turnpike to ensure the safety of the water.

We continue to replace troubled meters and radios in our system. Currently, our focus is on vehicle maintenance and tool inventory. Additionally, I am hopeful that Frank will receive his water license by the end of January.

Engineer: Town Engineer Robinson reported on the following:

Water:

- Working with Mike Lasalle regarding the Baxter Lodge waterline, all disinfection looked good, and I believe they are all turned over to the dedicated line. The hot box and meter pit are active at the road.
- The Woodbine Hotel backflow was resolved. Bob Herrmann and I did a flow test to confirm the water going to the private hydrants on site are protected and will not pose a threat to the town owned water system.
- The upper highland group is back in action and would like to continue their efforts for a waterline.
- A few residents have had questions regarding Fluoride in the water system.

With the water add-on to the tax bill this year, we are working through some anomalies, and we appreciate the public's patience while we figure out these peculiar parcels.

Engineering:

- HELIX Intel:
- At the last safety meeting I discussed our free asset management software provided by NYMIR. This discussion revealed that we could do a better job at understanding the properties that we own (and buildings requiring fire inspections each year), and what we would like to include on the list. Dick Eldredge was very helpful reminding me of the cemeteries that have since been added to this list. I met with Keri to obtain the equipment lists that she received last year and I was able to put them into the system with types, dates, serial numbers (if any) and any other pertinent information. I'm looking forward to presenting this at the next safety meeting and/or to each department head individually.
- NYSERDA Grant:
- For each piece of the \$50,000 grant that may be utilized a calculation of energy savings needs to be completed. I am currently working through the calculations for the heat pump and the additional insulation up at the sims building. Next will be the streetlight conversions.

Budget: Budget Officer Keri Fey reported she is working on yearend reports and statements.

Fire Department: Councilor Dove reviewed the Skaneateles Fire Department December report.
*Report attached.

Highway: Highway Superintendent Dobrovosky submitted his report to the Board for their review. He reported the Highway Department had plowed and treated roads 36 times, new employee Hunter Woodruff started on December 17th, fixed damage by plows, helped the water department on repairs, cleared downed trees, and did maintenance and repairs to trucks.

2025 Highway 284 Agreement: Highway Superintendent Dobrovosky reviewed the agreement between the Highway Superintendent and the Town of Skaneateles pursuant to the provisions of section 284 of the Highway Law agreeing to how the moneys levied and collected in the Town for repair and improvement of highways shall be expended. Roads that will be improved in 2025 include Jewett Road, not to exceed more than \$155,000, VanCamp Road, Foster Road, Gully Road and New Seneca Turnpike for a total not to exceed \$129,000. He reviewed the replacement of the culvert pipe on Gully Road at the Guppy Falls parking area not to exceed \$16,740.00.

Supervisor Legg stated these were all in the approved 2025 Town of Skaneateles Budget.

On a motion of Councilor Alexander, seconded by Councilor Dove the 2025 Agreement between the Highway Superintendent of the Town of Skaneateles, Onondaga County, New York, pursuant to the provisions of Section 284 of the Highway Law was approved.

*Agreement attached

Nancy Gaus - Conservation Area Orienteering Course Presentation: Councilor Alexander introduced Nancy Gaus from CNY Orienteering. Ms. Gaus was present to give a proposal for an Orienteering Course at the Town of Skaneateles Conservation Area.

Ms. Gaus stated the Central New York Orienteering Club (CNYO) is a public service organization which promotes the sport of orienteering through sanctioned meets, public events, workshop for youth groups, and the annual Scout Orienteering event for scout groups at Highland Forest. Their goal is to help the general public feel comfortable navigating the outdoors with a map and compass and provide venues to practice those skills.

She reviewed how the course works. The course map, instructions, and clue sheet are made available to the public, free of charge on the CNYO website. Visitors download and print the map and clues. Markers are sorted by difficulty level and participants can find points in any order and copy the unique code to prove they found them.

Ms. Gaus stated their group would meet with the Skaneateles Conservation Committee for their approval of the map and markers. They would maintain the course and create the webpage. They would also work with the Committee on any upgrades or activities on the course.

Councilor Alexander stated the Conservation Committee had met with Nancy and they were all in favor of adding this to the Conservation Area. The scouting groups are growing and using the Conservation Areas more and this would be a great activity for the scouts and the public.

Supervisor Legg asked if this is a digital version of the maps or is it on paper. Ms. Gaus said historically they had used paper maps and compasses, but they are working on a digital version. Councilor Alexander stated this is good since the digital cell service is not the best at the Conservation Areas. This is a bonus since if someone is an emergency they would not have cell service and to use paper and a compass is an important tool to learn.

The Board agreed this was a great activity for the Conservation Area. On a motion of Councilor Alexander, seconded by Councilor Tucker, the Town Board authorized the Conservation Committee to work with Nancy Gaus to create and orienteering course at the Town of Skaneateles Conservation Area.

Outreach Coordinator: Councilor Alexander reported the Skaneateles Outreach program assisted 46 families this Christmas season. Councilor Alexander and the Board thanked Outreach Coordinator Jacque McConnaghy and her assistant Jean Babbles for all their hard work during the holidays and throughout the year assisting local families in need.

Supervisor Legg stated the Board was in receipt of a thank you note from the Seniors of Skaneateles for a monetary grant that the Town of Skaneateles was able to award the Seniors to help with those members who needed assistance.

Austin Park Project SEQRA: Attorney Smith stated an environmental SEQRA was completed and accurate in 2023. The project since the SEQRA review in 2023 had changed and there was a Memorandum of Understanding with the Village of Skaneateles. Some aspects of the design changed with this MOU since the previous SEQRA. The most significant change was the addition of a 40' x 60' metal building.

Attorney Smith reviewed Part I of the Short Environmental Assessment Form and a brief description of proposed action:

The project will consist of a series of upgrades in the park conducted during two phases including the following items as outlined on Figure 2. The first phase will not involve significant disturbance of acreage. A storm water pollution prevention plan will be prepared prior to the second phase of the project.

Phase 1: 1) Transition and expansion of a portion of Austin Pavilion into a new storage facility for the Parks department; 2) Upgrades to the access, drainage, site grading and security for the north end of the pavilion.

Phase 2: 1) Renovation of the remainder of the existing pavilion into a multi-use four season building; 2) Repaving of existing parking lot to the south of the pavilion facility; 3) Creation of 6 new pickle ball courts to the west of the current tennis courts and walking path; 4) Resurfacing of the existing tennis courts; 5) Repaving of existing parking lot to the south of the pavilion facility; 6) Construction of a new storage building for the Parks department.

* See attached EAF Part I

Attorney Smith stated when the original SEQRA was done in 2023 the total acreage to be physically disturbed was 0.8 acres. With the changes in the plan the total acreage to be disturbed now is 1.1 acres, out of the total 40 acres of Austin Park.

Attorney Smith reviewed the proposed resolution declaring the determination that the project is a Negative Declaration in accordance with SEQRA pursuant to 6 NYCRR § 617.12(a)(1).

Attorney Smith completed Part 2 of the Short Environmental Assessment Form as follows:

Short Environmental Assessment Form Part 2 - Impact Assessment

Part 2 is to be completed by the Lead Agency.

Answer all of the following questions in Part 2 using the information contained in Part 1 and other materials submitted by the project sponsor or otherwise available to the reviewer. When answering the questions the reviewer should be guided by the concept "Have my responses been reasonable considering the scale and context of the proposed action?"

	No, or small impact may occur	Moderate to large impact may occur
1. Will the proposed action create a material conflict with an adopted land use plan or zoning regulations?	X	<input type="checkbox"/> <input type="checkbox"/>
2. Will the proposed action result in a change in the use or intensity of use of land?	X	<input type="checkbox"/>
3. Will the proposed action impair the character or quality of the existing community?	X	<input type="checkbox"/>
4. Will the proposed action have an impact on the environmental characteristics that caused the establishment of a Critical Environmental Area (CEA)?	X	<input type="checkbox"/>
5. Will the proposed action result in an adverse change in the existing level of traffic or affect existing infrastructure for mass transit, biking or walkway?	X	<input type="checkbox"/>
6. Will the proposed action cause an increase in the use of energy and it fails to incorporate reasonably available energy conservation or renewable energy opportunities?	X	<input type="checkbox"/>
7. Will the proposed action impact existing: a. public/ private water supplies? b. public/ private wastewater treatment utilities?	X	
	X	<input type="checkbox"/> <input type="checkbox"/>

8. Will the proposed action impair the character or quality of important historic, archaeological, architectural or aesthetic resources?	X	<input type="checkbox"/>
9. Will the proposed action result in an adverse change to natural resources (e.g., wetlands, waterbodies, groundwater, air quality, flora and fauna)?	X	<input type="checkbox"/>
10. Will the proposed action result in an increase in the potential for erosion, flooding or drainage problems?	X	<input type="checkbox"/>
11. Will the proposed action create a hazard to environmental resources or human health?	X	<input type="checkbox"/>

Given that the answers from the Town Board to Part 2 of the EAF were “no or small impact” the Town Board agreed to Part 3 of the EAF and determined, based on the information and analysis above, and any supporting documentation, that the proposed action will not result in any significant adverse environmental impacts.

The Board passed the following resolution:

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

**Determining that Proposed Austin Park Improvement Project
Will Not Have a Significant Effect on the Environment**

WHEREAS, the Town Board of the Town of Skaneateles (the “Town Board”) is considering a project to renovate and expand park facilities located upon real property owned by the Town at 1 East Austin Street in the Village of Skaneateles, more commonly known as Austin Park (the “Property”), involving a series of upgrades in the park including renovation and expansion of the size and uses of and existing pavilion building, renovation of existing recreation and parking spaces, construction of new pickleball courts, improvements to landscaping, construction of a new storage building, and improvements to drainage facilities (the “Project”); and

WHEREAS, the Town Board desires to comply with the New York State Environmental Quality Review Act (“SEQRA”), as set forth in Article 8 of the New York State Environmental Conservation Law, and the requirements of the implementing regulations set forth at 6 NYCRR Part 617 (the “Regulations”), with respect to the Project; and

WHEREAS, the Town Board has prepared Part 1 of an environmental assessment form (“EAF”) in connection with the Project to aid the Town Board in determining whether the Project may have a significant effect upon the environment; and

WHEREAS, pursuant to the Regulations, the Town Board has considered the Project in light of the actions included on the Type I list specified in Section 617.4 of the Regulations and in light of the actions included on the Type II list specified in Section 617.5 of the Regulations.

NOW, THEREFORE, BE IT RESOLVED that **the Town Board** classifies the Project as an “Unlisted” action under SEQRA (the “Action”) and states that it will conduct an uncoordinated review; and

BE IT FURTHER RESOLVED that the Town Board hereby concludes that **the** following impacts are expected to result from the Action, when compared against the criteria in Section 617.7 (c) of the Regulations:

- a. There will not be a substantial adverse change in existing air quality, ground or surface water quality or quantity, traffic noise levels; a substantial increase in solid waste production; a substantial increase in potential for erosion, flooding, leaching or drainage problems.

As detailed in the Drainage and Planting Design Considerations Memorandum prepared by Anchor QEA dated April 20, 2023, the Town has carefully considered potential erosion, flooding, leaching or drainage problems and how to best mitigate any adverse changes. Improving existing drainage facilities at Austin Park is a major element of the Project, and the plans prepared by the Town’s consultants are expected to improve drainage on the Property.

- b. There will not be large quantities of vegetation or fauna removed or destroyed as the result of the Action; there will not be substantial interference with the movement of any resident or migratory fish or wildlife species as the result of the Action; there will not be a significant impact upon habitat areas; there are no substantial adverse impacts on any known threatened or endangered species of animal or plant, or the habitat of such species; nor are there any other significant adverse impacts to natural resources.
- c. There are no known Critical Environmental Area(s) on the site which will be impaired as the result of the proposed Action.
- d. The Action will not result in the creation of a material conflict with the Town’s current plans or goals as officially approved or adopted.

The Project will further the goals set forth in the Town’s Comprehensive Plan by expanding and improving upon the recreational opportunities that Austin Park offers and ensure that park operation and maintenance can continue safely and efficiently.

- e. The Action will not result in the impairment of the character or quality of important historical, archeological, architectural, or aesthetic resources or of existing community or neighborhood character.

The Town Board has carefully considered public comments that have been received

over the years-long planning of the Project and comments received from the Village of Skaneateles and numerous changes have been made as a result. Many of these changes were related to comments received regarding visual impacts of the Project. To the extent that the Project will result in a change in the aesthetic and historical character of the Property, the Town Board has taken measures to mitigate negative impacts to the maximum extent possible.

- f. There will not be an increase in the use of either the quantity or type of energy resulting from the Action.
- g. There will not be any hazard created to human health.

The Action will have a positive impact on human health by expanding and improving upon the recreational opportunities that Austin Park offers.

- h. There will not be an irreversible change in the use of active agricultural lands that receive an agricultural use tax exemption or that will ultimately result in the loss of ten acres of such productive farmland.
- i. The Action will not encourage or attract large number of people to a place or places for more than a few days, compared to the number of people who would come to such place absent the Action.
- j. There will not be created a material demand for other Actions that would result in one of the above consequences.
- k. There will not be changes in two or more of the elements of the environment that when considered together result in a substantial adverse impact.
- l. There are not two or more related Actions which would have a significant impact on the environment.

BE IT FURTHER RESOLVED that, based upon the information and analysis above, the Action will not result in any significant adverse environmental impacts; and

BE IT FURTHER RESOLVED that the information available concerning the Action was sufficient for the Town Board to make its determination; and

BE IT FURTHER RESOLVED that **the Town** hereby approves and adopts the attached Short Environmental Assessment Form for the Action (Parts 1, 2, and 3); and

BE IT FURTHER RESOLVED that a Determination of Non-Significance on the proposed Action is hereby issued; and

BE IT FURTHER RESOLVED that the preparation of an environmental impact statement for the Action shall not be required; and

BE IT FURTHER RESOLVED that **the Supervisor is hereby** directed to sign the Short Environmental Assessment Form Part 3 and issue the Negative Declaration as evidence of the Town Board’s determination; and

BE IT FURTHER RESOLVED that this Determination of Non-Significance has been prepared in accordance with SEQRA, and the Town Clerk is hereby directed to file, publish and distribute a notice of this Negative Declaration pursuant to 6 NYCRR § 617.12(a)(1); and

BE IT FURTHER RESOLVED that this Resolution shall take effect immediately.

The adoption of the foregoing Resolution was moved by Supervisor Legg, seconded by Councilor Alexander, and duly put to vote, which resulted as follows:

Chris Legg	Voting	Aye
Courtney Alexander	Voting	Aye
Sue Dove	Voting	Aye
Mark Tucker	Voting	Aye
Lori Milne	Voting	Aye

The resolution was thereupon declared duly adopted.

Schedule Austin Park Project Public Information Meeting: Supervisor Legg announced the Board would schedule an informational meeting regarding the Parks Project and the changes to Phase 1 and Phase 2.

The Board agreed to hold an informational meeting regarding the Parks project on January 27, 2025, at 6:00 p.m. January 27, 2025, would be the regular Town Board meeting. The Board agreed to hold the Parks Informational Meeting at 6:00 p.m., January 27, 2025, before the 6:30 Town Board meeting. This meeting would be held in person at the Town Hall and on Zoom.

On a motion of Councilor Alexander, seconded by Councilor Dove the Town Board scheduled an Informational meeting for the updated Parks Project on January 27, 2025 at 6:00 p.m. in person at the Town Hall or available via Zoom.

Street Light Vendor Transition - NYPA Contract: Town Engineer Robinson reported to the Town Board that Cimcon Lighting, the owner of Quantela streetlight asset management platform has suspended their lighting business operations. This means Quantela will no longer manufacture control nodes or gateways for our current street light system and all software products are considered end of life and will not be updated or patched.

Engineer Robinson reported there are 4 options for the Town:

1. Do nothing, continue with NTPA Maintenance Service, and replace failed control nodes with standard photocells as they fail. This would be at no cost to the Town.

2. Mitigated to Signify platform including discounted pricing and NYPA cost share. This would cost up to \$64,000.00.
3. Mitigate over time, replacing failed nodes or gateways with signify equipment. No pricing discounts and no NYPA cost share. This would cost the Town up to \$39,600.00.
4. Purchase nodes at a discounted price and customer installs and manages repairs. Customer is no longer eligible for NYPA Maintenance Service.

Engineer Robinson discussed the Quantela streetlight asset management platform and what it did for the Town and the lighting system. The system allowed the Town to monitor the lights and the outages as well as regulate the beam. If the Town opted to do nothing, the lighting system would be sunup to sundown, controlled by the natural daylight. The lights would still be repaired and maintained by NYPA under the current contract.

After discussion on the options the Board agreed to stay with the NYPA contract at this time and do nothing with the Quantela streetlight management system. This would be of no cost to the Town and the lighting would still be maintained and repaired under the NYPA contract.

On a motion of Councilor Alexander, seconded by Councilor Dove the Town Board agreed to go with option 1, Do nothing, continue with NTPA Maintenance Service, and replace failed control nodes with standard photocells as they fail. This would be at no cost to the Town.

Schedule Public Hearing on January 27, 2025 at 6:45p.m. for Introductory Local Law A of 2025 “A Local Law Amending Chapter 141-22 and 141-23 of the Code of the Town of Skaneateles – Vehicles and Traffic”: Attorney Smith reviewed Local Law A of 2025 “A Local Law Amending Chapter 141-22 and 141-23 of the Code of the Town of Skaneateles – Vehicles and Traffic”. He stated the purpose of the Proposed Local Law is to amend Chapter 141 of the Code of the Town of Skaneateles (“Code”), entitled “Vehicles and Traffic,” to specify the procedures for removing and storing illegally parked or abandoned vehicles, in furtherance of the public health, safety and welfare.

The proposed Introductory Resolution before the Board could declare the Proposed Local Law to be a Type II action pursuant to SEQR involving the “adoption of regulations, policies, procedures and local legislative decisions” as set forth in Section 617.5(c)(33) of the Regulations with the approval of the resolution presented to the Board.

Attorney Smith explained if there are any areas of the Town that have safety issues with roadside parking of vehicles, this Local Law would give the Board the legal authority to contract with a towing company to tow vehicles in violation.

Attorney Smith stated a public hearing would have to be scheduled.

The Town Board asked if the Town Highway Superintendent had reviewed the proposed local law. He said he would review the law and give the Board any comments.

The Town Board approved the following resolution:

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

Proposed Amendment to Section 141-22 and Section 141-23 of the Town Code

WHEREAS, Pursuant to Municipal Home Rule Law Section 20(4), Board Member Alexander has introduced for consideration Local Law No. 1 of 2024 entitled “A Local Law Amending Chapter 141-22 and 141-23 of the Code of the Town of Skaneateles.” (the “Proposed Local Law”).

WHEREAS, the purpose of the Proposed Local Law is to amend Chapter 141 of the Code of the Town of Skaneateles (“Code”), entitled “Vehicles and Traffic,” to specify the procedures for removing and storing illegally parked or abandoned vehicles, in furtherance of the public health, safety and welfare; and

WHEREAS, the Town Board desires to comply with the requirements of SEQRA and its implementing regulations set forth at 6 NYCRR Part 617 (the “Regulations”), and Section 239 of the General Municipal Law, with respect to this proposed amendment to the Code; and

WHEREAS, the Town desires to comply with the requirements of the New York Town Law and the New York Public Officers Law and shall schedule a public hearing to allow the public to comment on the Proposed Local Law.

NOW, THEREFORE, BE IT RESOLVED that the Board declares the Proposed Local Law to be a Type II action pursuant to SEQR involving the “adoption of regulations, policies, procedures and local legislative decisions” as set forth in Section 617.5(c)(33) of the Regulations; and

BE IT FURTHER RESOLVED, that the Town Board will hold a public hearing on January 27, 2025 at 7:00 p.m. to hear all persons interested in the Proposed Local Law and to consider the adoption of the Proposed Local Law; and

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

The adoption of the foregoing Resolution was moved by Councilor Alexander, seconded by Councilor Tucker, and duly put to vote, which resulted as follows:

Chris Legg	Voting	Aye
Courtney Alexander	Voting	Aye
Sue Dove	Voting	Aye
Mark Tucker	Voting	Aye
Lori Milne	Voting	Aye

Request a Waiver of the 30-day Notification – Liquor License Application Skaneateles Fields Resort & Spa: Supervisor Legg stated the Town Board does not approve liquor licenses but there is a 30-day waiting period when applying for liquor licenses in New York State. In some cases, the applicant can request to waive the 30-day period, and this request goes before the Town Board. Skaneateles Fields Resort & Spa have submitted a request to waive this 30-day waiting period.

On a motion of Councilor Alexander, seconded by Councilor Dove, the Town Board waived the 30-day waiting period for the Skaneateles Fields Resort & Spa for the new hotel located in the Town of Skaneateles.

Association of Towns 2025 Annual Meeting Delegate Designation: Supervisor Legg reported to the Board that Councilor Lori Milne will be attending the 2025 NYS Association of Town's Annual Conference in February.

On a motion of Councilor Alexander, seconded by Councilor Dove, and with unanimous (5-0) affirmation of the Town Board, Councilor Milne was designated as the delegate at the Annual Business Session of the Association of Towns in New York City to cast the vote of the Town of Skaneateles.

Supervisor Legg announced Councilor Milne had been nominated for the position of 2nd Vice President of the New York State Association of Towns. The Town Board congratulated Councilor Milne.

Announcements/Correspondence/Updates

Town of Skaneateles Transfer Station Permits expire January 31, 2025

Town Hall closed – January 20, 2025 – Martin Luther King Jr. Day

Winter Swap Shop at Austin Arena – January 11, 2025: Supervisor Legg announced the Swap Shop Volunteers would be holding a winter swap shop at the Austin Arena on Saturday January 11th.

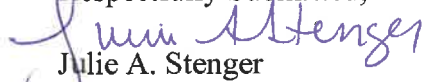
Public Comment: No comments

On a motion of Councilor Dove, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned to attorney advice at 7:30p.m.

On a motion of Councilor Alexander, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting returned to open session at 8:20 p.m.

On a motion of Councilor Alexander, seconded by Councilor Milne and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned at 9:00 p.m.

Respectfully Submitted,


Julie A. Stenger
Town Clerk