

**Councilor**  
Mark Tucker

**Councilor**  
Susan Dove

**Supervisor**  
Chris Legg

**Councilor/ Deputy Supervisor**  
Courtney Alexander

**Councilor**  
Lori Milne

**Attorney**  
Brody Smith

**Town Clerk**  
Julie Stenger



## TOWN BOARD MEETING

**May 20, 2024**

**6:30 p.m.**

**Location: Town Hall, 24 Jordan Street, Skaneateles, NY 13152**

**Meeting ID: 854 1859 6575 Passcode: 513163**

### **Pledge of Allegiance**

1. **Minutes of May 6, 2024**
2. **Budget Amendments**
3. **Abstract #24-09**
4. **Highway Department Equipment Reserve Fund Transfer**
5. **Stephanie Devins Temporary Appointment to Board of Assessment Review**
6. **Schedule Bid Opening for Town Hall Renovation Project - June 13, 2024 at 10:00 a.m.**
7. **Employee Handbook Mandated Update – NYS Labor Law Section 206-c – “Right of Nursing Mothers”**
8. **Conservation Area Tree Tags**
9. **Announcements/Correspondence/Updates**  
*Skaneateles Lake Watershed Nine Element Public Meeting – May 21<sup>st</sup> 7:00 p.m, at The Lodge*  
*OCWA 2023 Annual Report*  
*Town Wide Revaluation Update*  
*Grievance Day May 28, 2024 4:00 p.m. -8:00p.m.*  
*Fishing Derby at the Town of Skaneateles Conservation Area June 2<sup>nd</sup> -8:30am – 12:00pm*  
*Northern Hamlet Plan Final Draft Information Meeting – Skaneateles Falls Legion June 13, 2024 at 6:00 p.m.*  
*Marty Hubbard Letter*  
*Memorial Day:*  
*Town Departments closed Monday May 27, 2024*  
*Transfer Station regular hours Saturday closed Sunday May 26<sup>th</sup> and Monday 27<sup>th</sup>*
10. **Public Comment**
11. **Attorney Advice**

**Regular Board Meeting** – The public has the right to attend and listen to the board deliberations. The public may participate upon the invitation of the board. **Public Hearing** – The public is invited to speak. The board is not obligated to answer questions or render a decision. All comments should be directed to the Board.

**Town Board Meeting**

**May 20, 2024**

**6:30 p.m.**

**Zoom:** Meeting Id: 854 1859 6575 Passcode: 513163

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

**Present Via Zoom:** Councilor Tucker

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

**Also, Present (via Zoom):** Jason Gabak (Skaneateles Press, Sue Murphy, Miranda Robinson, Brian Buff.

**Minutes of May 6, 2024:** On a motion of Councilor Alexander, seconded by Councilor Dove, and with a (5-0) affirmation of the Town Board, the minutes of May 6, 2024, were accepted as presented.

**Abstract #24-09:** 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:

General:	\$ 51,156.94	Highway:	\$ 5,620.62
HWY PT:	\$ 9,025.67	Sewer:	\$ 35.33
Part Town:	\$ 4,319.12	Water:	\$ 2,655.45
T&A	\$ 2,077.35	Skan Fire Dist:	\$187,518.94
Total:	<b>\$ 262,439.45</b>		

**Highway Department Equipment Reserve Fund Transfer:** Councilor Dove reported Highway Superintendent Tim Dobrovosky had received three quotes for a new loader. The quote from Kleis Equipment was the one that Mr. Dobrovosky had recommended to the Board. The quote included a \$105,000 trade in for the old loader. The money had been budgeted for, in 2024 but would need to be moved out of the Highway Equipment Reserve Fund.

On a motion of Councilor Alexander, seconded by Councilor Dove and with unanimous (5-0) affirmation of the Town Board, the Town Board authorized the transfer of \$125,000 from the Highway Equipment Repair Reserve Fund, subject to the permissive referendum requirements of Town Law and General Municipal Law.

**Stephanie Devins Temporary Appointment to Board of Assessment Review:** Supervisor Legg stated Stephanie Devins was appointed as an alternate to the Board of Assessment Review. It was later found out the Board of Assessment Review can only have 5 members and additional members would have to be considered temporary.

Temporary members cannot vote but can participate in the deliberations and give recommendations to the Board of Assessment Review to make their determination.

Councilor Dove stated next year the Board could consider appointing more temporary members when the Town of Skaneateles conducts their Townwide Assessment Project.

On a motion of Councilor Alexander, seconded by Councilor Milne and with unanimous (5-0) affirmation of the Town Board, the Town Board authorized the temporary appointment of Stephanie Devins to the Board of Assessment Review.

**Schedule Bid Opening for Town Hall Renovation Project - June 13, 2024 at 10:00 a.m.:** On a motion of Councilor Alexander, seconded by Councilor Milne and with unanimous (5-0) affirmation of the Town Board, the Town Board authorized a Bid Opening for the Town Hall Exterior Renovation Project on June 13, 2024 at 10:00 a.m. and a pre-bid meeting on May 31, 2024 at 10:00 a.m.

**Employee Handbook Mandated Update – NYS Labor Law Section 206-c – “Right of Nursing Mothers”:** Supervisor Legg stated the Town Board was in receipt of a mandated employee handbook update from our contracted human resource company, Public Sector HR. This mandated update is mandated by the New York State Labor Law Section 206-c which covers the Right of Nursing Mothers to Express Breast Milk. This was recently amended to require paid breaks for thirty minutes for nursing mothers to express milk. This amendment goes into effect on June 19, 2024. The only revision to the current policy (Section 503) is in the paragraph titled Breaks for Nursing Mothers to Express Breast Milk. The rest of the policy still applies. Here is the revised paragraph, which we will be incorporate into the Employee Handbook after the Board approves.

**“Breaks for Nursing Mothers to Express Breast Milk –** The Town will provide paid break time for thirty minutes, and permit an employee to use existing paid break time or meal time for time in excess of thirty minutes, to allow an employee to express breast milk for the employee’s nursing child each time the employee has reasonable need to express breast milk. This policy applies to nursing mothers for up to three years following childbirth. Breaks are available to the employee during their normal work week and any overtime or additional hours worked.”

On a motion of Councilor Alexander, seconded by Councilor Milne and with unanimous (5-0) affirmation of the Town Board, the Town Board authorized update to the Town of Skaneateles Employee Handbook Section 503 “Breaks for Nursing Mothers to Express Milk” as presented.

**Conservation Area Tree Tags:** Councilor Alexander reported Janet Aaron had been working on a tree identification project for the Conservation Area. Janet’s Aunt had donated funding for improvements to the Guppy Falls Conservation Area. There are still funds in this account and Janet and her family have requested to use some of the funds for this project.

Councilor Alexander stated the Conservation Committee is in full support of this and recommended the Board approve Janet Aaron’s request. The request is for \$238.98 for tree identification tags that have been approved by Janet, her family, and the Conservation Committee.

On a motion of Councilor Dove, seconded by Councilor Alexander and with unanimous (5-0) affirmation of the Town Board, the Town Board authorized the purchase of the approved tree

identification tags for the Skaneateles Conservation Area out of the funding from the Evans Family.

**Announcements/Correspondence/Updates**

*Skaneateles Lake Watershed Nine Element Public Meeting – May 21<sup>st</sup> 7:00 p.m., at The Lodge:* Supervisor Legg announced the May 21<sup>st</sup> meeting of the Skaneateles Lake Watershed Nine Element Public Meeting.

*OCWA 2023 Annual Report:* Supervisor Legg stated the Onondaga County Water Authority had been sent to the Town of Skaneateles and would be posted on the Town's website.

*Grievance Day May 28, 2024, 4:00 p.m. -8:00p.m.*

*Fishing Derby at the Town of Skaneateles Conservation Area June 2<sup>nd</sup> -8:30am – 12:00pm:* Councilor Alexander announced the Fishing Derby would be held at the Skaneateles Conservation Area on June 2<sup>nd</sup> from 9:00 a.m. – 12:00 noon. Bait and some fishing poles would be provided. She thanked the following sponsors: Tailwater Lodge, The LaGrow Family, Tap Root Fields, Mr. Pudder's, Delmonico Insurance, and the Byrne Dairy.

*Northern Hamlet Plan Final Draft Information Meeting – Skaneateles Falls Legion June 13, 2024, at 6:00 p.m.:* Supervisor Legg announced a meeting was scheduled for June 13,th at 6:00 p.m. to review the final draft of the Northern Hamlet Plan.

*Marty Hubbard Letter:* Supervisor Legg announced a letter was received from Mart Hubbard.

*Memorial Day Town Department Hours:* Supervisor Legg announced the following Town Department hours for the Memorial Day Holiday: All departments closed Monday May 27, 2024, the Transfer Station regular hours Saturday closed Sunday May 26<sup>th</sup> and Monday 27<sup>th</sup> .

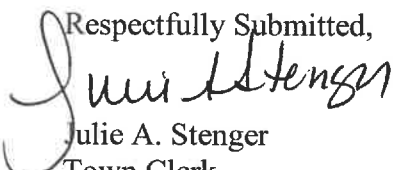
**Public Comment:** No Comments

On a motion of Councilor Dove, seconded by Councilor Alexander and with unanimous (4-0) affirmation of the Town Board the meeting was adjourned to attorney advice at 6:52 p.m.

On a motion of Councilor Dove, seconded by Councilor Alexander and with unanimous (4-0) affirmation of the Town Board the meeting returned to open session at 8:30 p.m.

On a motion of Councilor Dove, seconded by Councilor Alexander and with unanimous (4-0) affirmation of the Town Board the meeting was adjourned at 8:30 p.m.

Respectfully Submitted,

  
Julie A. Stenger  
Town Clerk