

Town Board Meeting
January 2, 2014
7:00 p.m.

Present: Supervisor Sennett, Councilor Greenfield, Councilor Murray, Councilor Brace, Councilor Howard, Attorney Taylor.

Also Present: David Graham, Sue Murphy, Allan Wellington, Joe Genco (Skaneateles Press), Jonathan Monfiletto (Skaneateles Journal), Dennis Dundon, Bridgett Winkelman, Julie Stenger, Laurie Spencer.

Welcome Town Attorney: Supervisor Sennett reported that on December 14, 2013 five Town Board members interviewed nine candidates for Town Attorney. She said all were excellent applicants and the decision was not an easy one. She was very happy to report that all five Board members agreed on the same choice for Town Attorney and that the choice is Tom Taylor. Mr. Taylor grew up in Skaneateles and is now practicing at the Bousquet Holstein Law Firm in Syracuse. Supervisor Sennett and the Town Board welcomed Mr. Taylor to his first meeting of the Board and said they look forward to working with him.

Attorney Taylor thanked the Town Board for this terrific honor and said he is humbled serving the Town of Skaneateles. He explained that he is a local boy who grew up on Fennell Street and graduated from Skaneateles Central School in 1975. Even though he lives in Baldwinsville he has family and friends here in Skaneateles and he will always consider Skaneateles his home. He appreciates the confidence and hopes he can live up to everyone's expectations.

Department Reports

▪*Highway, Transfer Station, Water:* Allan Wellington reported that they have been doing truck repairs in the highway department and have plowed 25 times since the last town board meeting. They now have two garbage compactors at the Transfer Station that better handle the garbage coming in. They have capped the waterline at the reservoir and fixed the pump at sewer district #6.

Councilor Greenfield reported that he continues to meet with representatives of the village and fire department on water pressure issues. They have decided to decommission the reservoir in order to install dry hydrants for another water source for the fire department. The Department of Health has been involved and has provided the conditions for this changeover.

▪*Parks:* Sue Murphy reported that the school rented additional ice time over the holidays. They are working on refinishing the benches for the park and doing ice arena maintenance.

▪*Budget:* Bridgett Winkelman reported that she was preparing the final payroll for 2013 and working on the W2s and 1099s. Synergy has been changing over to a new computer server at Town Hall. Work should be completed in about a week.

Resolution #14-01

2013 Budget Amendments/Adjustments: On a motion of Councilor Greenfield, seconded by Councilor Murray and with unanimous affirmation (5-0) of the Town Board the following budget amendments were authorized:

General Fund

\$ 40.00 Increase 010104.01.004.00 Town Board – C/E
\$ 40.00 Decrease 010104.01.004.40 Town Board – C/E - Newsletter

Cost of doing business

\$ 2,250.00 Increase 011101.01.001.00 Justice P/S
\$ 2,250.00 Decrease 011104.01.004.00 Justice – C/E

Xfer court security from C/E to P/S

\$ 975.00 Increase 051824.01.004.00 Street Lighting – C/E
\$ 225.00 Increase 071414.01.004.00 Creamery
\$ 1,400.00 Increase 090308.01.008.00 Social Security
\$ 200.00 Increase 090898.01.008.00 Other Employee Benefits
\$ 2,800.00 Decrease 019904.01.004.00 Contingency

Cost of doing business

\$ 2,000.00 Increase 070201.01.001.00 Recreation Admin. –P/S
\$ 3,850.00 Increase 071404.01.004.48 Winter Parks – C/E - Utilities
\$ 5,850.00 Increase 002012.01.000.00 Play Day Camp - Revenue

Balance Seasonal activities

\$ 50.00 Increase 088104.01.004.00 Cemeteries – C/E
\$ 50.00 Decrease 088101.01.001.00 Cemeteries – P/S

Cost of doing business

\$ 6,500.00 Increase 081601.01.001.00 Refuse / Garbage – P/S
\$ 500.00 Increase 081604.01.004.00 Refuse / Garbage – C/E
\$ 7,000.00 Decrease 019904.01.004.00 Contingency

Additional costs associated with in house improvements

Parttown

\$ 40.00 Increase 080204.02.004.00 Planning – C/E
\$ 600.00 Increase 080204.02.004.59 Planning – C/E - Engineering
\$ 75.00 Increase 090308.02.008.00 Social Security
\$ 715.00 Increase 002555.02.000.00 Building and Alter. – C/E

Cost of doing business

Highway Parttown

\$ 3,000.00 Increase 051101.04.001.00 General Repair – P/S
\$ 3,000.00 Decrease 051101.04.001.55 General Repair - P/S - Repair

Balance P/S between activities

SF – Fire Protection

\$ 1,575.00 Increase 034104.06.004.70 Fire Protection – Special Dist.
\$ 1,950.00 Increase 034104.06.004.32 Fire Protection – Skaneateles
\$ 3,525.00 Decrease 034104.06.004.62 Fire Protection - Skaneateles

Xfer to support costs associated with assessment settlement

SL – Lighting

\$ 790.00	Increase	051824.07.004.00	Street Lighting – C/E
\$ 790.00	Decrease	000909.07.000.00	Unappropriated Fund Balance

Utility Costs

EW1 – Water Consolidated

\$ 11,000.00	Increase	083204.08.004.00	Source of Supply – C/E
\$ 11,000.00	Decrease	083104.08.004.00	Water Admin. – C/E

Additional Costs associated with source

\$ 1.00	Increase	097107.08.007.70	Interest – Mill Road
\$ 1.00	Decrease	083104.08.004.00	Water Admin. – C/E

Adjustment on Bond Payment Interest

ES6 – Sewer #6

\$ 75.00	Increase	081101.11.001.00	Sewer Admin – P/S
\$ 75.00	Decrease	081104.11.004.00	Sewer Admin – C/E

Additional costs associated with Maintenance

Resolution #14-02

Abstract #13-25: On a motion of Councilor Howard, seconded by Councilor Greenfield and with unanimous affirmation (5-0) of the Town Board voucher #13-1667 to #13-1692 were approved for payment from the following funds:

General Fund:	\$11,554.74	Part Town:	\$ 812.50
Highway:	\$ 1,288.50	Lighting:	\$ 1,673.67
Water:	\$ 87.50	T & A:	\$ 1,543.39

Total: \$16,960.30

Resolution #14-03

Abstract #14-01: On a motion of Councilor Brace, seconded by Councilor Murray and with unanimous affirmation (5-0) of the Town Board, voucher #14-001-#14-0011 were approved for payment from the following funds:

General Fund:	\$31,676.29	Part Town:	\$ 2,761.78
Highway:	\$ 9,943.70	Highway P/T:	\$ 4,037.62
Water:	\$19,957.15		

Total: \$68,376.54

Resolution #14-04

Authorize Supervisor to sign contract with Dennis Dundon, Zoning Officer: Supervisor Sennett said that long time Codes Enforcement Officer, Debbie Williams retired at the end of 2013. Adam Damico had been training with Ms. Williams to take over that position. He was offered a full time civil service position with New York State and resigned from the Town the middle of December. Supervisor Sennett discussed the position with Debbie Williams before

she left and she said that the biggest challenge in that office is the zoning code. Adam Damico and Todd Hall agreed with Ms. Williams.

Supervisor Sennett said that Todd Hall has been part time Deputy Codes Enforcement Officer for 12 years and has agreed to stay on as part time Codes Enforcement Officer. Karen Barkdull is Clerk to the Codes, Planning and Zoning Office and is very knowledgeable. The Codes Office now needs someone who can dig into the details of the zoning code and has professional experience and can stand up to applicants who try to challenge the zoning laws of the Town. Supervisor Sennett said she reached out to Dennis Dundon who previously was a member of the Zoning Board of Appeals and is very articulate. He currently works for the Village as secretary to the zoning and planning boards. She requested that the Town contract with Dennis Dundon for a period of time as zoning officer to work with Todd Hall and Karen Barkdull.

On a motion of Councilor Brace seconded by Councilor Murray, and with unanimous affirmation (5-0) of the Town Board Supervisor Sennett and Attorney Taylor were authorized to draft a contract with terms to be finalized at a future Town Board meeting.

Resolution #14-05

2014 Annual Resolution: Supervisor Sennett said that this meeting is also known as the Organizational Meeting where the annual appointments and salaries are set. The Town Board has reviewed the resolution which has a few changes. Tom Taylor is being appointed attorney, Dennis Dundon as Zoning Officer, Todd Hall will move from Deputy Codes Enforcement to Codes Enforcement with an wage increase to \$20 per hour, Denise Rhoads is now Chair to the Zoning Board of Appeals creating an opening on that board, Brian Buff has been upgraded to Labor Crew Leader, June Lamon is the new Deputy Tax Collector and Connie Brace will be Deputy Supervisor.

Town Board members have been assigned to the following department:

Supervisor Sennett	Councilor Greenfield	Councilor Murray
Budget	Animal Control	Parks
Legal	Highway	Cemeteries
Safety	Water	Historian
	Transfer Station	Outreach/Helping Hands
Councilor Howard	Councilor Brace	
Assessor	Planning & Zoning	
Constable	Codes Enforcement	
Tax Collector		
Justice Court		

Supervisor Sennett said that the hours of operation of each department is listed. The Codes Office hours will be determined at a later date.

Councilor Brace made a motion to approve the Annual Resolution of appointments and salaries as presented. Seconded By Councilor Murray.

Councilor Howard	Yes
Councilor Brace	Yes
Councilor Greenfield	Yes

Councilor Murray Yes
Supervisor Sennett Yes

Carried 5-0

Resolution #14-06

Official Undertaking: Supervisor Sennett said that Public Officers Law dictates that certain officers must execute an Official Undertaking. The amount of the undertaking is determined by the Town Board and approved by the Board. While the law only requires a Town to have either the Official Undertaking or a blanket undertaking from the Town’s insurance company naming the same officers as stated in the Public Officers Law, the Town of Skaneateles has both.

On a motion of Councilor Greenfield, seconded by Councilor Brace and with unanimous affirmation (5-0) of the Town Board the amount and form of the Official Undertaking was approved.

Recognition of David Graham’s 30 Years of Service: Supervisor Sennett read the following certificate of appreciation commending Dave Graham for his 30 years of service to the Town of Skaneateles:

Town of Skaneateles
CERTIFICATE OF APPRECIATION
Presented to
David S. Graham
For His Exemplary Work
For 30 Years
As a Member and Chair of The
Zoning Board of Appeals 1976-1987, Chair 2006-2013
Planning Board 1987-1996, Chair 1996-1999
For the
Town of Skaneateles
In grateful appreciation for your
Dedicated volunteer service to the residents of
The Town of Skaneateles
Given this 2nd day of January 2014

Denise Rhoads said that she will have large shoes to fill and remarked that Dave Graham was a great leader and teacher and he led by example. In the years she was his Deputy Chair, she expected to fill in a few times for him but he never missed a meeting.

Jim Condon said that it was his pleasure serving with Dave Graham for six years.

Supervisor Sennett said she served on the Zoning Board with Dave Graham and he faced many challenges with different applicants, some who were contentious but he was always fair and handled himself professionally.

Dave Graham thanked the Board for this recognition and said he served over 5 decades with many Supervisors beginning with Charlie Major and 4 or 5 Codes Enforcement Officers. He

thanked the staff and the Town Board for their support and all the folks who served on the Planning and Zoning Boards. He said he remembers receiving direction from Supervisor John Angyal demanding to get the first Comprehensive Plan finished in 1995. He hopes that this Town Board and Comprehensive Planning Committee are as dedicated now to adopt a new Plan to service the residents of the community and the future of the lake. He ended by thanking Karen Barkdull for her wonderful help as his Clerk for the last six years.

Resolution #14-07

Authorize Signers on M & T Bank Accounts: Councilor Greenfield made a motion seconded by Councilor Murray and with unanimous affirmation (5-0) of the Town Board Supervisor Sennett and Deputy Supervisor Brace were authorized as signers on the Town of Skaneateles bank accounts with M & T Bank.

Resolution #14-08

2014 Contract with Industrial Medical: On a motion of Councilor Brace seconded by Councilor Murray and with unanimous affirmation (5-0) of the Town Board Supervisor Sennett was authorized to sign the 2014 contract with Industrial Medical for the mandated substance testing for CDL Drivers.

Resolution #14-09

Minutes: Councilor Murray and Councilor Greenfield who were in office in 2013 and in attendance affirm that the minutes of December 19, 2013 are accepted as presented.

Announcements/Correspondence/Updates:

Letters

- *F. Ruiz Letter:* Supervisor Sennett said that she and Attorney Taylor would be scheduling a meeting with Mr. Ruiz.
- *Methodist Church letter from Bob & Shari Ross, Chairs of Antique Show:* Supervisor Sennett reported that Councilor Murray would be meeting with Mr. & Mrs. Ross to discuss their requests for use of the Austin Pavilion.
- *Jim Condon Letter:* Supervisor Sennett said that Mr. Condon submitted a letter that he said represents the concerns of the residents of Highland Avenue. She said she has discussed the letter with Allan Wellington and would be getting back to Mr. Condon. She said one concern Mr. Condon had was how fast people drive on Highland. She said the key is enforcement by the Sheriff's Department. Councilor Murray said that the Town was previously successful in reducing the speed limit with NYS and that she has worked with the Village to place the sign that shows the speed each driver is going on that street.
- *Dorothea Hughes letter from The Y:* Supervisor Sennett said that there is surplus equipment that the Y is prepared to dispose of unless the Town wants it. Councilor Murray said she called Dorothea Hughes today and left a message to set up a time to look at the equipment.
- *Letter from R. Curtis Coville:* Supervisor Sennett said that Mr. Coville is interested in being considered for the Codes Enforcement position. She encouraged him to consider the open position on the Zoning Board of Appeals.
- *Letter from Leslie Chave:* Supervisor Sennett said that Mr. Chave is interested in being considered for the open position on the Zoning Board of Appeals. She said that he would be interviewed along with any other interested candidate.

Announcements

▪*Opening on Zoning Board of Appeals:* Supervisor Sennett said that the Town Board is advertising for interested candidates to fill the vacancy of the Zoning Board of Appeals. Letters of interested should be submitted to the Supervisor by January 15, 2014.

▪*Establishing Engineering Advisory Board:* Supervisor Sennett said that the Village of Skaneateles has a Municipal Board and she believes that the Town should establish an Engineering Advisory Committee. With Dave Graham's years of experience she believes he would be a good member of this Board. This advisory board could support the Town Board for many issues including water and drainage issues.

▪*6th Annual Onondaga Co. Fire & Emergency Services Education & Legislative Breakfast:* Supervisor Sennett reported that this meeting would be at 8:30 a.m. on Saturday, February 1st in East Syracuse. The meeting will focus on discussing federal, state, and county legislation and issues with both the elected officials and members of the fire departments and ambulance corps.

▪*2014 Town Board Goals:* Supervisor Sennett said that the Town Board was in agreement with the 7 goals of the board for 2014 and asked each Board member to participate reading the goals.

Councilor Howard read goal #1 & #2:

1. Work cooperatively with other community entities
2. Work with an support the Comprehensive Plan Committee toward completion (with public comment) and adoption.

Councilor Brace read goal #3:

3. Update the Planning and Zoning process to better support board members, applicants and neighbors.

Councilor Greenfield read goal #4:

4. Work with the Village and Fire Department to update the water system to ensure adequate water pressure and fire flow through the entire system.

Councilor Grace read goal #5:

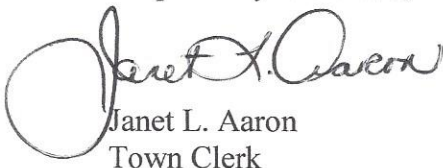
5. Work with the Village, PARCS and the community to plan for the future of our parks and recreation areas. Particular emphasis will be on the future of the Austin Pavilion, and connecting the Creekwalk and the Charlie Major Nature Trail.

Councilor Murray read goal #6 & #7:

6. Encourage community involvement and input in projects and decision making.
7. Communicate with local businesses to establish a plan for economic support and development.

Supervisor Sennett said they all will strive to accomplish all goals. She asked if they were any comments or questions and when there were none, the meeting was adjourned at 7:40 p.m.

Respectfully submitted,



Janet L. Aaron
Town Clerk

Zoning Board of Appeals

Zoning Board Chair 1/1/14 to 12/31/14 Denise Rhoads
01/01/10 - 12/31/2014 Denise Rhoads
01/01/11 - 12/31/2015 James Condon
02/07/13 - 12/31/2016 Steven Tucker
05/02/13 - 12/31/2017 Sherill Ketchum
01/01/04 - 12/31/2018

Constable

Thomas Adessa

Fire Wardens

Eric Sell, Geoffrey Pitman

Highway, Transfer Station & Water Departments (Elected Highway Superintendent) – Allan Wellington)

Highway

Labor Crew Leader Brian Buff
Motor Equipment Operators Stephen Bryant, David Bader, Daniel Dobrovosky

Transfer Station

Motor Equipment Operator, Foreman Dana Pickering
Motor Equipment Operator Ben Evans
Laborer 2 (part time) Tom Tanner

Water

Public Works Maintenance Worker, Foreman Joseph Dwyer

Historians

Historian Beth Batlle
Deputy Historian Charles T. Major

Justice Court (Elected Justices, Charles T. Major, Jr. and Kathleen H. Dell)

Clerk to Town Justices Deborah Zennamo
Clerk to Town Justices (Part Time) Colleen Parks

Outreach

Outreach Coordinators
/ Helping Hands

Jacque McConnaghy & Patricia Snyder

Parks Department

Administrative Aide Susan G. Murphy
Park Labor Crew Leader (Part Time) Eugene LaForte

Tax Collector (Elected Tax Collector Lori Milne)

Deputy Tax Collector June Ellen Lamon

Town Clerk (Elected Town Clerk Janet L. Aaron)

Deputy Town Clerk Julie A. Stenger
2nd Deputy Town Clerk Sharon L. Cross

Administrative Aide	Susan G. Murphy
Records Access Officer	Janet L. Aaron
Records Advisory Board	Supervisor Sennett, Julie Stenger, Beth Battle, Karen Barkdull
Records Management Officer	Janet L. Aaron
Substance Free Work Place	Janet L. Aaron, Program Manager
Website Coordinator	Janet L. Aaron

Deputy Town Supervisor Connie Brace

Town Board Members Designated Departments

Supervisor Sennett	Councilor Greenfield	Councilor Murray
Budget	Animal Control	Parks
Legal	Highway	Cemeteries
Safety	Water	Historian
	Transfer Station	Outreach/Helping Hands
Councilor Howard	Councilor Brace	
Assessor	Planning & Zoning	
Constable	Codes Enforcement	
Tax Collector		
Justice Court		

Standing Committees

Agriculture Advisory Committee

Jim Greenfield – Town Board Liaison
Dave Laxton, Chair
Mark Tucker
Ken Richards
Dirk Young
Craig Richards

Comprehensive Planning Committee

Connie Brace - Town Board Liaison
Claire Howard – Ad Hoc
Alan Dolmatch
Jessica Cogan Millman
Jeff Harrop
Dessa Bergen
Mike Card
Bob Eggleston

Conservation Committee

Nancy Murray – Town Board Liaison
Jeff Harrop Gary Snyder
Dave Laxton Dick Marx
Fred Scholl Tom Higgins
Bill Pavlus
Bob Sykes

Lake Monitoring Committee

Nancy Murray – Town Board Liaison
 Claire Howard – Ad Hoc
 Dr. Robert G. Werner, Chair
 Dr. Charles Driscoll
 Dr. Chris Scholz
 John May

Open Space Committee

Claire Howard, Town Board Liaison
 David Laxton, Chair Sheila Myers
 Linda Roche Joe Southern
 Michael Falcone, Jr.
 Mark Tucker
 Scott Winkelman

Department Hours of Operation

Town Clerk	8:00 a.m. to 4:30 p.m.
Town Hall Summer Hours June 20 th – August 30 th – Close at 1 p.m. Fridays Only	
Budget	7:00 a.m. to 3:30 p.m.
Justice Court	10:00 a.m. to 3:00 p.m.
Tax Collector	Jan.Feb.March- Wed & Fri 9:30am–11:30am Thursday 4:00-4:30pm Except the following days: 12/31/13, 1/31/14, 2/28/14 and 3/31/14 9:30am-3pm
Assessor's Office	T, W, Th 8:00 a.m. to 4:30 p.m.
Clerk to Planning & Zoning	8:00 a.m. to 4:30 p.m.
except Tuesday, day of meeting	11:00 a.m.- 4:30 p.m.
Planning & Zoning Office	8:00 a.m. to 4:30 p.m.
Codes Enforcement
Highway Department	7:30 a.m. to 3:30 p.m. (Summer Hours – 4, 10 hr.days)
Parks Department	8:00 a.m. to 4:30 p.m.
Water Department	7:30 a.m. to 3:30 p.m. (Adjusted Summer Hours)
Transfer Station	7:00 a.m. to 3:00 p.m.

FURTHER RESOLVED, that the salaries, wages and compensation of Town Officers and Employees be in the following amounts:

Town Supervisor	\$ 24,923.00	per year
Deputy Town Supervisor	\$ 2,164.25	per year
Town Councilors	\$ 4,058.00	each/per year
Animal Control Officers (2) Rose Olszewski	\$ 10,207.65	per year
Matt Olszewski	\$ 8,483.35	per year
Assessor	\$ 50,000.00	per year
Data Collector	\$ 15.00	per hour
Assessment Review Board Members	\$ 75.00	each/per day
Budget Officer	\$ 58,428.15	per year
Cemetery Superintendent - Sheppard Settlement/Mottville	\$ 1,500.00	per year
Laborer 2 Cemetery - part time	\$ 12.00	per hour
Codes Enforcement Building & Zoning	\$ 20.00	per hour
Constable	\$ 18.36	per hour
Highway Superintendent [Allan Wellington– Elected]	\$ 63,500.00	per year
Motor Equipment Operator – Labor Crew Leader	\$ 23.53	per hour
Motor Equipment Operators	\$ 22.43	each per hour

Historian	\$ 1,893.25	per year
Deputy Historian	\$.00	per year
Justices [Charles Major, Kathleen Dell –Elected]	\$ 16,280.75	per year
Clerk to Town Justices	\$ 15.38	per hour
Clerk to Town Justices-part time	\$ 12.00	per hour
Outreach Coordinators including Helping Hands	\$ 7,526.60	each per year
Parks		
Administrative Aide	\$ 22.06	per hour
Park Labor Crew Leader	\$ 17.34	per hour
Park Laborers	\$ 7.25 - \$15.00	per hour
Lifeguards	\$ 7.25 - \$15.00	per hour
Recreation Attendants (PlayDay Counselors)	\$ 7.25 - \$15.00	per hour
Recreation Attendants (Boat Launch)	\$ 10.00	per hour
Planning Board		
Chair, Planning Board	\$ 4,060.00	per year
Members, Planning Board	\$ 2,088.50	per year
Clerk, Planning & Zoning	\$ 16.50	per hour
Tax Collector [Lori Milne, Elected]	\$ 13,106.50	per year
Deputy Tax Collector	\$ 1,573.00	per year
Town Clerk [Janet Aaron, Elected]	\$ 58,428.15	per year
First Deputy Town Clerk	\$ 46,500.00	per year
2 nd Deputy Town Clerk	\$ 12.24	per hour
Administrative Aide to Town Clerk	\$ 22.06	per hour
Transfer Station		
Motor Equipment Operator - Foreman	\$ 23.53	per hour
Motor Equipment Operator	\$ 22.43	per hour
Laborer 2	\$ 13.26	per hour
Water		
Public Works Maintenance Worker- Foreman	\$ 23.53	per hour
Zoning Board of Appeals - Chair	\$ 3,360.00	per year
Zoning Board of Appeals - Members	\$ 1,680.00	per year
Zoning Board of Appeals - Secretary	\$ 16.50	per hour
Zoning Officer	\$ 25.00	per hour

FURTHER RESOLVED, that designated employees (except elected officials), who work in certain job categories and who are assigned to either the Highway, Water, Transfer Station or Parks Department, receive \$150 annually for safety footwear.

FURTHER RESOLVED, that the employment and payment policy for Town Employees has been established in the employee handbook adopted by the Town Board on April 17, 1997, as amended.

FURTHER RESOLVED, that the Skaneateles Press shall be designated the official newspaper of the Town.

FURTHER RESOLVED, that the regular meetings of the Town Board be held at 7:00 p.m. on the first (1st) and third (3rd) Thursdays of each month at the Town Office Building, 24 Jordan Street, Skaneateles, NY,

FURTHER RESOLVED, that the Town Clerk having advised the Town Board that Julie L. Stenger has been designated as First Deputy Town Clerk, who is authorized to execute all powers and duties of the Town Clerk in the absence and inability of the Town Clerk to serve.

FURTHER RESOLVED, that the compensation for Town Officers and employees for necessary use of their own automobiles in the performance of their official duties shall be at the rate of **\$0.50** cents per mile when such use is approved by the Town Board.

FURTHER RESOLVED that retirees will contribute 15% toward their health insurance benefit and current full time employees will contribute according to the Town's yearly insurance negotiated Plan coverage they are under.

FURTHER RESOLVED, that the Supervisor and Town Clerk can authorize the selling of cemetery lots at Shepard Settlement and Mottville Cemeteries.

FURTHER RESOLVED, that a petty cash fund in the amount of \$200 for the Town Clerk and \$100 for the Town Supervisor \$100 for the Parks Department and \$20 for the Transfer Station, for payment, in advance of audit, of properly itemized and verified or certified bills for materials, supplies or services furnished to the Town for the conduct of its affairs and upon terms calling for payment to the vendor upon delivery, and for the further purposes of making change.

FURTHER RESOLVED, that **M & T Bank** is the designated depository for the deposit of safekeeping of Town funds

I HEREBY CERTIFY that at a meeting of the Town Board of the Town of Skaneateles, held in the Town Office Building, 24 Jordan Street, Skaneateles, New York on January 2, 2014, the foregoing resolutions were duly moved by Councilor Brace and seconded by Councilor Murray and a quorum of five members of the five-member Board being present, and voted on the resolution as follows:

Supervisor Mary Sennett	Yes
Councilor James Greenfield	Yes
Councilor Nancy Murray	Yes
Councilor Connie Brace	Yes
Councilor Claire Howard	Yes

The resolution was, therefore duly adopted.


Janet L. Aaron
Town Clerk

Dated: January 3, 2014



**TOWN OF SKANEATELES
OFFICIAL UNDERTAKING**

WHEREAS, Mary E. Sennett of the Town of Skaneateles, Onondaga County, New York, has been elected to the to the Office of Supervisor of the Town of Skaneateles, and

WHEREAS, Constance M. Brace of the Town of Skaneateles, Onondaga County, New York, has been appointed to the to the Office of Deputy Supervisor of the Town of Skaneateles, and

WHEREAS, Janet L. Aaron, of the Town of Skaneateles, County of Onondaga, New York, has been elected to the Office of Town Clerk of the Town of Skaneateles, and

WHEREAS, Lori L. Milne , of the Town of Skaneateles, County of Onondaga, New York, has been elected to the Office of Tax Collector of the Town of Skaneateles, and

WHEREAS, Allan L. Wellington, of the Town of Skaneateles, County of Onondaga, New York, has been elected to the Office of Highway Superintendent of the Town of Skaneateles, and

WHEREAS, Bridgett M. Winkelman, of the Town of Skaneateles, County of Onondaga, New York has been appointed to the Office of Budget Officer of the Town of Skaneateles, and

WHEREAS, Julie A. Stenger, of the Town of Skaneateles, County of Onondaga, New York, has been appointed to the Office of Deputy Town Clerk of the Town of Skaneateles, and

WHEREAS, Sharon L. Cross, of the Town of Skaneateles, County of Onondaga, New York, has been appointed to the Office of 2nd Deputy Town Clerk of the Town of Skaneateles, and

WHEREAS, June Lamon, of the Town of Skaneateles, County of Onondaga, New York, has been appointed to the Office of Deputy Tax Collector of the Town of Skaneateles, and

WHEREAS, Thomas W. Adessa, of the Town of Skaneateles, County of Onondaga, New York has been appointed to the Office of Constable of the Town of Skaneateles, and

NOW THEREFORE, we as respective elected and appointed officials do hereby undertake with the Town of Skaneateles that we will faithfully perform and discharge the duties of our office, and will promptly account for and pay over all moneys or property received as a Town Officer, in accordance with the law; and

This undertaking of the Town Supervisor is further conditioned upon that she will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into her hands as such Supervisor; and

This undertaking of the Deputy Town Supervisor is further conditioned upon that she will well and truly keep, pay over and account for all moneys and property, including any special district funds, belonging to the Town and coming into his hands as such Deputy Town Supervisor; and

This undertaking of the Town Clerk is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Town Clerk; and

This undertaking of the Tax Collector is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Tax Collector; and

This undertaking of the Highway Superintendent is further conditioned that he will well and truly keep, pay over and account for all moneys and property coming into his hands as such Highway Superintendent; and

This undertaking of the Budget Officer is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Budget Officer; and

This undertaking of the Deputy Town Clerks (2) is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Deputy Town Clerk; and

This undertaking of the Deputy Tax Collector is further conditioned that she will well and truly keep, pay over and account for all moneys and property coming into her hands as such Deputy Tax Collector; and

This undertaking of the Town Constable is further conditioned that he will well and truly keep, pay over and account for all moneys and property coming into ~~her~~^{his} hands as such Town Constable; and

The Town does and shall maintain insurance coverage, presently with New York Municipal Insurance Reciprocal through Eastern Shore Associates in the amount of \$1,000,000 with excess coverage in the amount of \$100,000 for Town Clerk, Highway Superintendent, (2) Town Justices and Constable; \$300,000 for Supervisor, Deputy Supervisor, Tax Collector and Budget Officer to indemnify against losses through the failure of the officers, clerks and employees covered thereunder to faithfully perform their duties or to account properly for all monies or property received by virtue of their positions or employment, and through fraudulent or dishonest acts committed by the officers, clerks and employees covered thereunder.

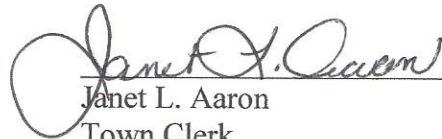
CERTIFICATION

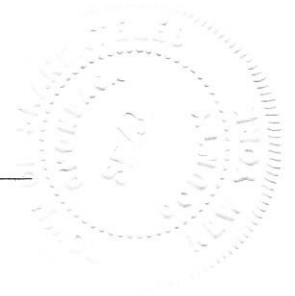
I hereby certify that at a meeting of the Town Board of the Town of Skaneateles, Skaneateles, New York on January 2, 2014, the foregoing Official Undertaking to its form and manner and was duly moved by Councilor Greenfield and seconded by Councilor Brace, a quorum of five members of the five-member Board being present, and each voted on the Resolution as follows:

Supervisor Mary Sennett Yes
Councilor James Greenfield Yes
Councilor Nancy Murray Yes
Councilor Constance Brace Yes
Councilor Claire Robinson Howard Yes

The Resolution was, therefore, duly adopted.

Dated: January 2, 2014

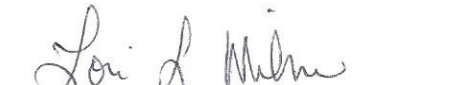

Janet L. Aaron
Town Clerk
Town of Skaneateles

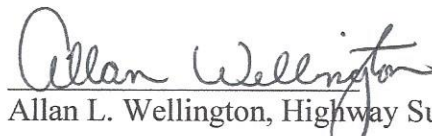


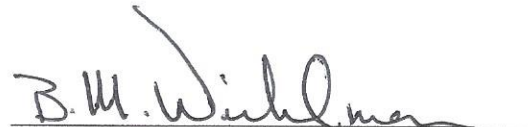

Mary E. Sennett



Constance M. Brace, Deputy Town Supervisor

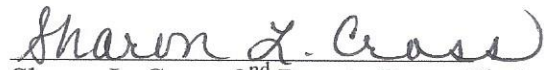

Janet L. Aaron, Town Clerk

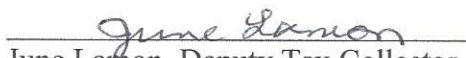

Lori L. Milne, Tax Collector

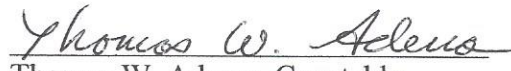

Allan L. Wellington, Highway Superintendent


Bridgett M. Winkelman, Budget Officer


Julie A. Stenger, Deputy Town Clerk


Sharon L. Cross, 2nd Deputy Town Clerk


June Lamon, Deputy Tax Collector


Thomas W. Adessa, Constable

STATE OF NEW YORK
COUNTY OF ONONDAGA

On the 2nd day of January, 2014 before me, the undersigned, a Notary Public in an for said State, personally appeared **Mary E. Sennett**, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.



Notary Public

JANET L. AARON
Notary Public, State of New York
Qual. in Onon. Co. No. 01AA4924565
My Commission Expires May 23, 2014

STATE OF NEW YORK
COUNTY OF ONONDAGA

On the 2nd day of January, 2014 before me, the undersigned, a Notary Public in an for said State, personally appeared **Constance M. Brace**, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.



Notary Public


JANET L. AARON
Notary Public, State of New York
Qual. in Onon. Co. No. 01AA4924565
My Commission Expires May 23, 2014

STATE OF NEW YORK
COUNTY OF ONONDAGA

On the 7 day of January, 2014 before me, the undersigned, a Notary Public in an for said State, personally appeared **Janet L. Aaron**, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.

STATE OF NEW YORK
COUNTY OF ONONDAGA

On the 7th day of January, 2014 before me, the undersigned, a Notary Public in an for said State, personally appeared **Julie A. Stenger**, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public
STATE OF NEW YORK
COUNTY OF ONONDAGA

JANET L. AARON
Notary Public, State of New York
Qual. in Onon. Co. No. 01AA4924565
My Commission Expires May 23, 2014

On the 8th day of January, 2014 before me, the undersigned, a Notary Public in an for said State, personally appeared **Sharon L. Cross**, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public


JANET L. AARON
Notary Public, State of New York
Qual. in Onon. Co. No. 01AA4924565
My Commission Expires May 23, 2014

STATE OF NEW YORK
COUNTY OF ONONDAGA

On the 3rd day of January, 2014 before me, the undersigned, a Notary Public in an for said State, personally appeared **June Lamon**, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public


JANET L. AARON
Notary Public, State of New York
Qual. in Onon. Co. No. 01AA4924565
My Commission Expires May 23, 2014


Notary Public

JULIE A. STENGER
Notary Public, State of New York
No. 01ST5073025
Qualified in Onondaga County
Commission Expires February 10, 2015

STATE OF NEW YORK
COUNTY OF ONONDAGA

On the 3rd day of January, 2014 before me, the undersigned, a Notary Public in an for said State, personally appeared **Lori L. Milne**, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public

JANET L. AARON
Notary Public, State of New York
Qual. in Onon. Co. No. 01AA4924565
My Commission Expires May 23, 2014

STATE OF NEW YORK
COUNTY OF ONONDAGA

On the 8th day of January, 2014 before me, the undersigned, a Notary Public in an for said State, personally appeared **Allan L. Wellington**, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public

JANET L. AARON
Notary Public, State of New York
Qual. in Onon. Co. No. 01AA4924565
My Commission Expires May 23, 2014

STATE OF NEW YORK
COUNTY OF ONONDAGA

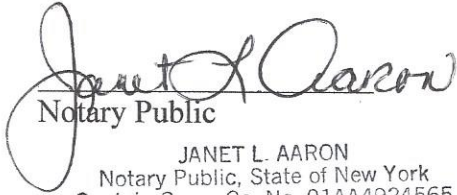
On the 7th day of January, 2014 before me, the undersigned, a Notary Public in an for said State, personally appeared **Bridgett M. Winkelman**, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her capacity, and that by her signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public

JANET L. AARON
Notary Public, State of New York
Qual. in Onon. Co. No. 01AA4924565
My Commission Expires May 23, 2014

STATE OF NEW YORK
COUNTY OF ONONDAGA

On the 28th day of January, 2014 before me, the undersigned, a Notary Public in an for said State, personally appeared **Thomas W. Adessa**, personally known to me or provided me on the basis of satisfactory evidence to be the individual whose name is subscribed to the within instrument and acknowledged to me that she executed the same in his capacity, and that by his signature on the instrument, the individual, or the person upon behalf of which the individual acted, executed the instrument.


Notary Public

JANET L. AARON
Notary Public, State of New York
Qual. in Onon. Co. No. 01AA4924565
My Commission Expires May 23, 2014



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
12/10/2013

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Eastern Shore Associates 101 Cayuga Street P.O. Box 480 Fulton NY 13069	CONTACT NAME: Donna Rose PHONE (A/C, No, Ext): (315) 598-6000 FAX (A/C, No): (315) 598-1183 E-MAIL ADDRESS: drose@esainsurance.com	
	INSURER(S) AFFORDING COVERAGE	
INSURED Town of Skaneateles 24 Jordan Street Skaneateles NY 13152	INSURER A: NYMIR NAIC # 20690	
	INSURER B: NGM Insurance Company NAIC # 14788	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES **CERTIFICATE NUMBER:** 2014 Crime **REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR			MPLTSKAN001	1/1/2014	1/1/2015	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input checked="" type="checkbox"/> LOC						
A	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS			MCATSKAN001	1/1/2014	1/1/2015	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ PIP-Basic \$ 50,000
A	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB			MECTSKAN001	1/1/2014	1/1/2015	EACH OCCURRENCE \$ 4,000,000 AGGREGATE \$ 8,000,000
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						WC STATU-TORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	Public Employee Dishonesty Crime Bond			F01414154Y	1/1/2014	1/1/2015	Blanket Per Employee \$50,000 Coverage Form P \$1,000 Ded.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)
Proof of Insurance for Town's Records only.

CERTIFICATE HOLDER**CANCELLATION**

Town of Skaneateles Attn: Janet Aaron, Town Clerk 24 Jordan Street Skaneateles, NY 13152	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE <i>Chas A Moynihan</i> C Moynihan/DIANE

COMMENTS/REMARKS

Proof of Insurance for Town's Records only.

Crime Continued:

Public Employee Dishonesty Including Faithful Performance.

Excess Employee Dishonesty is provided for the following scheduled positions:

Town Clerk \$100,000
Budget Officer \$300,000
Tax Collector \$300,000
Town Supervisor \$300,000
Deputy Town Supervisor \$300,000
Highway Superintendent \$100,000
Two (2) Town Justices \$100,000 each (added eff 1/1/2014)
Constable \$100,000 (added eff 1/1/2014)

Forgery or Alteration - Form B: \$5,000 Limit ; \$500 Deductible

Money & Securities - Form C: \$5,000 Inside the Premises / \$5,000 Outside ;
\$1,000 Deductible Peak Season Limit Increased for January 1 - March 31: \$20,000
Inside & Outside the Premises

Subject to forms, conditions & exclusions of the policy.