

**Town Board Special Meeting
2024 Organizational Meeting
January 4, 2024
5:30 p.m.**

Present: Supervisor Legg, Councilor Tucker, Councilor Alexander, Councilor Legg, Councilor Dove.

Also, Present via Zoom: Miranda Robinson

2024 Town of Skaneateles Annual Resolution: Supervisor Legg stated the Skaneateles 2024 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 2024 Town of Skaneateles Annual Resolution was adopted as presented. *See attached

2024 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.

On a motion of Councilor Dove, seconded by Councilor Legg and with unanimous (5-0) affirmation of the Town Board, the 2023 Town of Skaneateles Procurement Policy was adopted.

2024 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 2024 Town of Skaneateles Official Undertaking was adopted.
* See attached

2024 Water Fee Schedule: Supervisor Legg stated Town Engineer Robinson did the research on these fees and recommended the fees as presented to the Board. The one new fee is the "hydrant backflow apparatus rental fee." This is to account for situations such as the issue with the Woodbine and the Skaneateles Lodge.

Councilor Alexander asked if we have this equipment. Engineer Robinson stated yes, we have the apparatus, and we are purchasing a second one for these situations. The cost of the equipment is roughly \$3,200.

Councilor Alexander stated the \$40 base fee for water is in place of the water district fee that did not go on the tax bills for 2024. Engineer Robinson stated yes, it is place of this fee.

Supervisor Legg stated the \$40.24 for the base fee equaled the amount that would have been added to the tax bills. The only difference would be the 35 parcels in the district that currently do not have a water service would not be impacted. In 2025 when this base fee would be added as a line on the tax bills those parcels would be affected.

Engineer Robinson stated the increase to the water rates would be .25 per 1000 gallons and the increase would not be added to the base fee, which is based on the cost of 5,000 gallons. The increase would not be added to the trailer rate or the agricultural and dairy rate.

Engineer Robinson stated the commercial rates would have to be reviewed later in the year when the Hilltop and the Woodbine Hotel are completed.

Engineer Robinson reviewed the sewer rates. The Village of Skaneateles had increased the sewer rates to \$8.29 per 1000 gallons in 2016 and we had been charging the Town sewer customers less than \$7.00 per 1000 gallons. The proposed increase in the sewer fees is to \$8.29 per 1000 gallons to break even. The Town Board would have to review the sewer rates this year to consider an appropriate increase schedule.

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 Water Fees and the Water and Sewer Rates as presented. * See attached

Supervisor Legg stated he had received a request from Codes Enforcement Officer Bob Herrmann to take the Town Codes Enforcement vehicle home. This would make it easier and quicker for him to respond to issues after work hours. The Board discussed this request and was in favor of it contingent there are no problems with the insurance company.

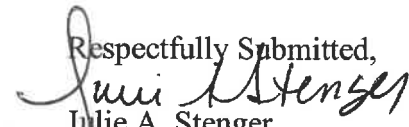
On a motion of Councilor Dove, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board, the Board approved the request from Codes Enforcement Officer Herrmann to take the Town of Skaneateles Codes vehicle home to respond to any emergency contingent on insurance approval.

Supervisor Legg announced a letter had been received from Harrison Boyer requesting to be added to the Andrews Road Water district. Mr. Boyer had just purchased land in the proposed district and would like the Board to consider adding it to the district. He stated Mr. Boyer would have to pay for the addition to the district and would have to make a proposal to the Board.

Councilor Tucker asked Attorney Smith about the progress on the easement with the Methodist Church. Attorney Smith stated he had been in discussion with representatives from the church and would be presenting the final version to the Board at the next Town Board meeting.

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 6:00 p.m.

On a motion of Councilor Dove, seconded by Councilor Tucker and with unanimous (5-0) affirmation of the Town Board the meeting was adjourned open session and adjourned at 6:45 p.m.

Respectfully Submitted,

Julie A. Stenger
Town Clerk