

The Town Board of the Town of Spafford assembled at the Spafford Town Hall, 1984 Route 174, Skaneateles, New York with Supervisor Mary Bean presiding and the following Board members present: Councilor Chris Fesko, Councilor Jeff Ireland, Councilor Lou Hanlon, and Councilor Dave Venezia.

The following Town Officers were present: Town Clerk Lisa Valletta, Highway Superintendent Carl Wiers, Code Enforcement Officer Howard Tanner, and Accountant Thomas Chartrand. Supervisor Bean called the meeting to order at 7:05 p.m. The Pledge of Allegiance was recited.

MINUTES

A motion to accept the minutes of the September 11, 2014 and September 18, 2014 Town Board meetings was made by Councilor Fesko, seconded by Councilor Hanlon. The motion PASSED. AYES – 5, NAYS – 0.

RESOLUTION 88-2014

Audit of Claims

On a motion by Supervisor Bean, seconded by Councilor Fesko the following resolution was PASSED AYES – 5 Bean, Ireland, Fesko, Hanlon, Venezia  
NAYS – 0

Resolved approve payment of the General Fund and Highway Fund bills on Abstract #10, (audited abstract totals to be included in November 2014 minutes).

ABSTRACT #9 – SEPTEMBER 11, 2014

Audited bills for Abstract #9 were as follows:

General Fund	vouchers 293 – 321	\$ 16,008.93
Highway Fund	vouchers 110 – 122	\$ 27,195.11
SOAWD	voucher 5	\$ 3,478.51

HIGHWAY SUPERINTENDENT

- The Town of Scott will plow Vincent Hill Road for an additional \$1,000 per year on the usual contract. If acceptable to the Town of Spafford the new contract will be \$12,500.
- The contractor for furnace maintenance and repair is no longer in business. Highway Superintendent Wiers recommends Halco Heating and Plumbing. The only fees will be for actual work and materials. Mr. Wiers would serve as the contact person for the Town.

RESOLUTION 89-2014

Furnace Maintenance/Repair Contractor

On a motion by Supervisor Bean, seconded by Councilor Fesko the following resolution was PASSED AYES – 5 Bean, Ireland, Fesko, Hanlon, Venezia  
NAYS – 0

Resolved the Town Supervisor is authorized to sign the contract with Halco Heating and Plumbing for furnace maintenance and repair for the Town of Spafford.

RESOLUTION 90-2014

Town of Scott Snow Plowing Contract

On a motion by Supervisor Bean, seconded by Councilor Fesko the following resolution was PASSED AYES – 5 Bean, Ireland, Fesko, Hanlon, Venezia  
NAYS – 0

Resolved the Town Supervisor is authorized to sign the contract with the Town of Scott for snow and ice removal on Spafford Landing Road, Vincent Hill Road, and Ripley Hill Road as described in the contract and following Town Attorney review of said contract.

E-WASTE

Onondaga County Resource Recovery Agency (OCRRA) representative Ann Fordock contacted Supervisor Bean regarding collection of electronic waste. OCRRA is anticipating new regulations to make disposal of electronic waste more lucrative. In the interim, OCRRA is working to conduct a one-time collection of e-waste accumulated by local facilities. The Board is in agreement to delay contracting with any vendor for paid removal of electronic waste from the Transfer Station.

TOWN CLERK’S REPORT

Town Clerk’s Report and Statement of Receipts and Payments for September 2014 was read. A motion to accept the Report as presented was made by Supervisor Bean, seconded by Councilor Venezia. The motion PASSED. AYES – 5, NAYS – 0.

TOWN SUPERVISOR’S MONTHLY REPORT & STATEMENT

Town Supervisor’s Monthly Statement of Receipts and Payments for September 2014 was read by Accountant Thomas Chartrand and filed. A motion to accept the Town Supervisor’s Monthly Report & Statement as presented was made by Councilor Ireland, seconded by Councilor Hanlon. The motion PASSED. AYES – 5, NAYS – 0.

RESOLUTION 90a-2014

September 2014 Bank Reconciliations

On a motion by Councilor Ireland, seconded by Councilor Venezia the following resolution was PASSED  
AYES – 5 Bean, Ireland, Fesko, Hanlon, Venezia  
NAYS – 0

Resolved to find a positive audit of the September 2014 bank statement as presented by Mr. Chartrand.

PLANNING BOARD

Chair Chad Marsh stated the Sub Division Regulations revision and update is ready for Town Board review and requests the Town Board schedule a Public Hearing.

SCHEDULE A PUBLIC HEARING

A motion to schedule a Public Hearing on Thursday, November 6, 2014 at 7 p.m. for review and discussion of proposed Local Law 2014-3: Sub Division Regulations was made by Councilor Fesko, seconded by Councilor Ireland. The motion PASSED. AYES – 5, NAYS – 0. The Town Clerk is authorized to properly advertise said Public Hearing.

ZONING BOARD OF APPEALS (ZBA)

Chair Kathy Adams commented the October ZBA session was a light one. The owner of 66 Spafford Landing Road is seeking a determination from the ZBA regarding the Code Enforcement Officer’s denial of a permit for the property. This will be addressed at the November 11, 2014 session.

HIGHWAY ADVISORY COMMITTEE

Supervisor Bean recommended extending the directive of the Highway Advisory Committee to work with Mr. Wiers on research into the best method for procurement of new Highway vehicles and to make recommendations to the Board.

CODE ENFORCEMENT OFFICER

Mr. Tanner’s report for September/October 2014 was read. The following documents were issued:

- Nine Building Permits.
  - 2212 Glen Cove Road... camp demolition
  - 2047 Pine Bluff Road... fence
  - 1723 Sanctuary Lane... deck & garage
  - 2053 Pine Bluff Road... new residence
  - 1847 Locust Lane... deck with roof
  - 2212 Glen Cove Road... new residence
  - Smith Road (tax ID #020-01-10)... deck
  - 1643 Willowdale Road... solar panels
  - 137 Route 41... shed
  - 2765 Hardscrabble Point... fence
  - Covey Road (tax ID #029-01-15.2)... house demolition
  - 2489 East Lake Road... repair garage foundation
  
- Two Orders to Remedy
  - 1761 Wiles Lane... grass and rubbish (*is being cleaned/corrected*)
  - 1852 East Lake Road... accessory structure needs repair; grass and rubbish
  - 2170 Willowdale Road... unsafe structure

○ Proposed new fee schedule:

ALL APPLICATIONS REQUIRE A \$25.00 FEE (NON-REFUNDABLE)

New Construction Fees:

- Habitable.....\$0.32 per square foot
- Non-habitable.....\$0.26 per square foot

Addition/Alteration.....same as new construction

Sheds:

- Flat rate of \$30.00 up to 120 square feet
- Sheds 120 square feet and over will be calculated by square footage

Manufactured Homes:

- Single wide.....\$125.00 (Special Permit required)
- Double wide.....will be calculated by square footage

Swimming Pools:

- Above ground.....\$60.00
- In ground.....\$120.00

Wood stove/Fireplace/Chimney.....\$60.00

Fence.....\$50.00

Demolition.....\$75.00

Request for Zoning Compliance Letter.....\$50.00

Zoning Research.....\$40.00

Permit renewal fee is 50% of original permit fee

Above fees are doubled when a project is started without a Building Permit.

RESOLUTION 91-2014

**Town Of Spafford Building Department Fee Schedule 2014**

On a motion by Councilor Fesko, seconded by Councilor Ireland the following resolution was

PASSED                    AYES – 5                    Bean, Ireland, Fesko, Hanlon, Venezia  
                                  NAYS – 0

Resolved to adopt the above proposed fee schedule for the Building Department effective immediately.

**CODE ENFORCEMENT OFFICER (continued)**

- o 3505 Becker Road... demolition is complete; Onondaga County has confirmed receipt of all necessary documentation for cost of demolition to be applied on the property’s tax bill.

*Town Attorney Scott Chatfield arrived.*

- o 49 Spafford Landing Road...the hand rail has been installed on the Town maintained section of the retaining wall. The Board discussed the property owners’ reluctance to install railing on their section of the wall. Mr. Chatfield will confer with the owners’ attorney to seek a resolution.

RESOLUTION 92-2014

**Railing for 49 Spafford Landing Road**

On a motion by Councilor Fesko, seconded by Councilor Ireland the following resolution was

PASSED                    AYES – 5                    Bean, Ireland, Fesko, Hanlon, Venezia  
                                  NAYS – 0

Resolved to move forward with the current specifications to complete the railing along 49 Spafford Landing Road.

**SPAFFORD AREA HISTORICAL SOCIETY**

The current lease agreement between the Town of Spafford and the Spafford Area Historical Society(SAHS) for lease of the Borodino Grange Hall expires on November 30, 2014. Onondaga County Community Development grants require an agreement to allow grant monies to be applied for/used for work at the Grange Hall. A proposed use agreement has been prepared by the Town Attorney and submitted to the Town Board. This agreement does not address expenditure of any grant monies.

RESOLUTION 93-2014

**Agreement Between the Town of Spafford and the Spafford Area Historical Society**

On a motion by Supervisor Bean, seconded by Councilor Fesko the following resolution was

PASSED                    AYES – 5                    Bean, Ireland, Fesko, Hanlon, Venezia  
                                  NAYS – 0

Resolved the Town Supervisor is hereby authorized to sign the Use Agreement between the Town of Spafford and the Spafford Area Historical Society. A copy of said agreement is on file in the Town Clerk’s office.

**TOWN CONSTABLE**

No applications were submitted for the position of Town Constable. Local Law 2-2014 allows the appointment of a qualified individual from within Onondaga County or counties immediately adjacent to Onondaga County.

RESOLUTION 94-2014

**Appointment of Town Constable**

On a motion by Supervisor Bean, seconded by Councilor Hanlon the following resolution was

PASSED                    AYES – 3                    Bean, Fesko, Hanlon  
                                  NAYS – 2                    Ireland, Venezia

Resolved to authorize the hiring of Mr. Thomas Adessa as the Town Constable for the Town of Spafford when as needed.

**LIGHTING UPGRADE**

A proposal has been received from EnerPath Services, Inc., the sole administrator of NYSEG’s Small Business Energy Efficiency Program in NYS. The proposal includes replacement or upgrade of all interior and exterior lighting fixtures at the Highway Garage and the Town Hall. The cost of the proposed work is \$6,059.32. NYSEG will pay \$2,691.84; the balance of \$3,367.48 would be due from the Town of Spafford. EnerPath Services, Inc. will charge an additional fee of \$33 for rental of a lift for work on any exterior fixtures over 15 feet from the ground. There are six such fixtures. The ensuing discussion included the comment by Mr. Wiers that the project would be much costlier if the work was done by the Town Highway crew.

RESOLUTION 95-2014

**EnerPath Services, Inc.**

On a motion by Supervisor Bean, seconded by Councilor Fesko the following resolution was

PASSED                    AYES – 5                    Bean, Ireland, Fesko, Hanlon, Venezia  
                                  NAYS – 0

Resolved the Town of Spafford recognizes EnerPath Services, Inc. as the sole administrator of NYSEG’s Small Business Energy Efficiency Program in NYS.

RESOLUTION 96-2014

**Town of Spafford Lighting Upgrade/Replacement**

On a motion by Councilor Fesko, seconded by Councilor Hanlon the following resolution was

PASSED                    AYES – 5                    Bean, Ireland, Fesko, Hanlon, Venezia  
                                  NAYS – 0

Resolved to accept the proposal for lighting upgrades/replacement at a cost to the Town of Spafford of \$3,367.48 plus the cost for lift rental as described above.

RESOLUTION 97-2014

**Communications Upgrade**

On a motion by Supervisor Bean, seconded by Councilor Venezia the following resolution was

PASSED                    AYES – 5                    Bean, Ireland, Fesko, Hanlon, Venezia  
                                  NAYS – 0

Resolved to authorize Mr. Taih Taylor to proceed with the purchase and installation of new communications equipment (telephones, Internet provider, and wiring) as discussed at prior Town Board meetings.

**CEMETERIES**

- Mr. Merrill Clark submitted a list of caretaker duties for the Board to consider as an addition to the Cemetery Rules and Regulations.

◦ *Cold Brook Valley Cemetery*

There is landscaping equipment in a steel shed. None of the Town departments have need of the equipment or the shed.

◦ *Spafford Cemetery*

There is a post and wire fence along the north side of the cemetery; Mr. Clark estimates 75% of the fence is broken, including some of the posts. His recommendation is the Town Board authorize removal of the fence. Mr. Clark is willing to remove it at no cost.

A motion to authorize removal of the fence along the north side of Spafford Cemetery by Mr. Merrill Clark was made by Councilor Ireland, seconded by Councilor Fesko. The motion PASSED. AYES – 5, NAYS – 0.

**RESOLUTION 98-2014**

**Surplus Equipment**

On a motion by Councilor Ireland, seconded by Councilor Fesko the following resolution was  
PASSED                    AYES – 5                    Bean, Ireland, Fesko, Hanlon, Venezia  
   NAYS – 0

Resolved to declare the following items as surplus equipment: one steel shed valued at \$1,000; one riding lawn mower valued at \$300 - \$400; one push mower with no value; one cart valued at \$50. Further resolved these items are to be considered a package and offered for bid in the Spring of 2015. Councilor Hanlon will secure the items in the shed until then.

**RESOLUTION 99-2014**

**Cemetery Caretaker Duties**

On a motion by Supervisor Bean, seconded by Councilor Ireland the following resolution was  
PASSED                    AYES – 5                    Bean, Ireland, Fesko, Hanlon, Venezia  
   NAYS – 0

Resolved to add the clarification of Cemetery Caretaker duties to the Cemetery Rules and Regulations.

**FACILITIES AND ENERGY COMMITTEE**

Supervisor Bean has created a list of Town Hall maintenance issues as requested by Councilor Venezia. Mr. John Menapace and Mrs. Mary Menapace have agreed to co-chair a committee for identifying and prioritizing repairs and upgrades to the building. Supervisor Bean is seeking volunteers to serve as members of this committee. Once formed, said committee would bring proposals with associated costs to the Town Board.

**ANNUAL EXAMINATION OF COURT RECORDS**

The NYS Unified Court System has submitted the annual request for a copy of the annual examination of the court records as well as the Town Board resolution acknowledging the examination was conducted. Councilors Fesko and Ireland will conduct the examination of the court records in December 2014 and report their findings at the January 2015 Town Board meeting.

**ADJOURNMENT**

A motion to adjourn the meeting at 9:10 p.m. was made by Councilor Fesko, seconded by Councilor Ireland. The motion was carried unanimously.

Respectfully submitted by,

**TOWN BOARD MEETING**

**October 9, 2014**

Next meeting to be held  
Thursday, November 6, 2014 @ 7 p.m.  
@ Spafford Town Hall

Lisa M. Valletta  
Town Clerk  
Town of Spafford