

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, Accountant Thomas Chartrand, and Code Enforcement Officer Howard Tanner. Highway Superintendent Carl Wiers was on vacation. Supervisor Bean called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

### EMERALD ASH BORER

Jessi Lyons, Team Coordinator for the Natural Resources programs at Cornell Co-operative Extension, provided information to the Board on identifying ash trees and the presence of the Emerald Ash Borer (EAB). Ms. Lyons explained the need to identify and treat affected ash trees is urgent; a tree infested with EAB will die within two or three years. Ms. Lyons discussed the presence of EAB in Onondaga County and the options for treatment of affected trees. Copies of the materials provided are on file with the Town Clerk's office.

Nicholas Kwiatkowski, a Forest Biology senior at SUNY College of Environmental Science and Forestry, was hired to inventory and identify ash trees that are in need of removal immediately or within the next few years. He was also asked to provide a color-coded map showing location of said trees; including the indication of any nearby residences.

Mr. Kwiatkowski's criteria for determining the risk levels was "purely an educated opinion describing the quality of an Ash species based on size of the tree, value of possible target, and likelihood of target impact." He included identification of hazard trees in his report which are poor quality, non-Ash species that fall within the 24.9 feet of the road and possess a reasonable likelihood of failure, but no chance of EAB infestation.

Mr. Kwiatkowski summarized his report for the Board: 312 trees were identified with 270 as low risk, (mostly saplings). Thirteen (13) of the trees are high risk and are primarily on two roads: Spafford Landing Road and Richard Road (near the Nunnery Road intersection). There is also one high risk tree on Becker Road, in front of the 3125 address. Mr. Kwiatkowski noted the boat launch for Singing Woods has several ash trees; and Bromley Road has many young ash trees.

Councilor Venezia asked what the Town's next step should be. Ms. Lyons suggested the Board decide how to address the high risk trees. Councilor Fesko reminded the Board that the Town is responsible for the trees identified in Mr. Kwiatkowski's report; they are within the right of ways on the Town roads.

Ms. Lyons informed the Board that when there is a known infestation of EAB, there is strict limitations on how to proceed; for example the trees may not be cut down or moved until October 1<sup>st</sup>. When the Board sets the specifications for the contract to cut the trees, Ms. Lyons suggested the Board consider requesting the contractor offer the same rate to residents for tree removal.

### MINUTES

A motion to accept the minutes of the June 12, 2014 Town Board meetings was made by Councilor Fesko, seconded by Councilor Venezia. The motion PASSED. AYES – 5, NAYS – 0.

### AUDIT OF CLAIMS

Supervisor Bean recommended the Board continue to hold payment on Highway vouchers #46, #47, & #76 (relating to construction of the retaining wall on Spafford Landing Road) on the advice of the Town Attorney.

RESOLUTION 71-2014

**Audit of Claims**

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 approve payment of the bills General Fund and Highway Fund bills on Abstract #7, (audited abstract totals to be included in August 2014 minutes). (The Highway vouchers payable to Brillo Excavating & Waste Disposal in the amount of \$3,000 and payable to Sunnycrest, Inc. in the amount of \$10,000 with added late fees of \$265.10 to be held until Town Attorney present for discussion).

**ABSTRACT #6 – JUNE 12, 2014**

Audited bills for Abstract #6 were as follows:

General Fund	vouchers 182 – 220	\$ 21,511.84
Highway Fund	vouchers 81 – 74	\$ 43,901.91

*Town Attorney Scott Chatfield arrived at 7:45 p.m.*

**HIGHWAY SUPERINTENDENT’S REPORT**

Highway Superintendent Carl Wiers is on vacation and left a message for the Town Clerk to read to the Town Board:

“Before I get into any more trouble with the Town Supervisor, I would like to declare all ditch cleanings, brush, and trees cleared from Town right of ways surplus property.

All roads on last month’s list have been sealed with the exception of Spafford Landing Road due to too many cars parked in the road. It will be done after the campers leave.”

**CODE ENFORCEMENT OFFICER’S REPORT**

Code Enforcement Officer’s Report for June 2014 was read.

- The following documents were issued:
  - Six Building Permits
    - 2295 Bockes Road – addition
    - Verish Trail – new foundation
    - 1863 Locust Lane – new residence
    - 66 Spafford Landing Road – extend chimney demolition permit
    - 1842 East Lake Road – operating permit for home business
    - 1727 Borodino Bluffs - pergola
  - Four Orders to Remedy
    - 3189 Becker Road – pond with no permit – *is in compliance. Mr. Tanner issued a letter of apology; the property owner has the right to maintain the existing pond.*
    - 1926 East Lake Road – grass is over 10”, needs mowing – *property is now owned by a bank, resolution of the OTR is not likely to occur soon.*
    - 1842 East Lake Road – need operating permit for home business – CORRECTED
    - 2501 Nunnery Road – grass is over 10”, needs mowing
- Mr. Tanner has notified the appropriate parties regarding the flooding catch basin in the Singing Woods area. Discussions for remedy are taking place; the homeowners’ association is being very cooperative.
- 3505 Becker Road – waiting for the required 60 days to expire before proceeding with demolition.

- Bockes Road – Mr. Tanner contacted the State of New York regarding the structure that was built on State land. The State has no interest in any corrective action on the property; a further statement was made that the structure is within the Town of Spafford’s geographic area and therefore corrective enforcement is the Town’s responsibility.
- Mr. Tanner has begun negotiating with contractors for modifications to plans to bring them into compliance and remove the need to appear before the Zoning Board of Appeals.

Councilor Venezia inquired on the status of the April Order to Remedy for 3252 Becker Road. Mr. Tanner spoke with Supervisor Bean this morning; she is waiting for the hay to be cut from the field to provide access for removal of the scrap metal pile.

A motion to accept the Code Enforcement Officer’s report was made by Councilor Hanlon, seconded by Councilor Ireland. The motion PASSED. AYES – 5, NAYS – 0.

TOWN CLERK’S REPORT

Town Clerk’s Report and Statement of Receipts and Payments for June 2014 was read. A motion to accept the Report as presented was made by Councilor Fesko, 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 June 2014 was read by Accountant Thomas Chartrand and filed.

Mr. Chartrand called the Board’s attention to six budget lines that are being rapidly consumed and may exceed the budget:

A1620.4	Buildings, Contractual	A5132.4	Garage, Contractual
A1670.4	Central Printing, Contractual	DA5112.3	Improvements, Capital Outlay
A1950.4	Judgments & Claims, Contractual	DA5130.4	Machinery, Contractual

Mr. Chartrand commented the status of the budget overall is good, but caution is needed regarding the above budget lines.

A motion to accept the Town Supervisor’s Monthly Statement as presented was made by Councilor Fesko, seconded by Councilor Venezia. The motion PASSED. AYES – 5, NAYS – 0.

BUDGET CALENDAR

There was a discussion of potential dates for a workshop to prepare the 2015 budget. The budget work session must be held between September 12 and October 5 to satisfy the State requirements for such a session. Supervisor Bean would like a work session in August; she is requesting the Town Board begin with a zero-base for the budget. An August meeting will allow preliminary information to be gathered.

A motion was made by Councilor Venezia, seconded by Councilor Fesko to schedule two budget work sessions as follows: Thursday, August 7, 2014 at 7 p.m. and Thursday, September 18, 2014 at 7 p.m. The motion PASSED. AYES – 5, NAYS – 0.

A motion was made to schedule an additional budget work session on Thursday, October 16, 2014 at 7 p.m. by Councilor Fesko, seconded by Councilor Venezia. The motion PASSED. AYES – 5, NAYS – 0.

PLANNING BOARD

Chairman Chad Marsh reported the Planning Board continues to meet on Saturday mornings to revise the Sub Division regulations. Mr. Marsh anticipates having a final draft to present to the Town Board in August.

BRILLO EXCAVATING & WASTE DISPOSAL AND SUNNYCREST, INC.

The Board reopened the discussion of the Brillo Excavating & Waste Disposal (Brillo) and payable to Sunnycrest, Inc. bills for materials and construction of a retaining wall on Spafford Landing Road. Town Attorney Scott Chatfield informed the Board he believes there was no malice intended although the Highway Superintendent did not follow the Town’s procurement policy. The decision to pay the bills is up to the Town Board.

The wall was inspected by Douglas Miller, P.E. (Miller Engineers) and found to be in compliance with the latest edition of the NYS Building Code. Mr. Miller further found the wall was installed per the manufacturer’s instructions for safety and durability. Mr. Miller recommends a pipe railing be installed along the entire length of the wall, the top of which should be at 42” above the finish grade with a middle rail at 21” above finish grade. He also recommended the top finish of the road should be brought up 3” to match the top rim of the manhole cleanouts.

Councilor Venezia stated the work was done in good faith by Brillo and suitable materials were received from Sunnycrest, Inc. The concerns regarding the retaining wall are internal matters not related to the services provided by the vendors. Mr. Chatfield reminded the Board he did not say “pay” or “don’t pay”. He had requested the Board hold payment until the wall could be inspected by an engineer for compliance; that has been done. Councilor Fesko asked Mr. Chatfield for his opinion regarding any potential reaction from the State Comptroller’s Office if the Board approves payment of the bills. Mr. Chatfield opined they would perform an audit and issue a report. Councilor Fesko called the question for a vote on the payment of the bills. Councilor Ireland seconded the call.

Councilor Hanlon	No
Councilor Ireland	Yes
Supervisor Bean	No
Councilor Venezia	Yes
Councilor Fesko	Yes

RESOLUTION 72-2014

**Brillo Excavating & Waste Disposal And Sunnycrest, Inc.**

The motion passed. Resolved the bills from Brillo Excavating & Waste Disposal in the amount of \$3,000 and Sunnycrest, Inc. in the amount of \$10,265.10 are to be paid.

LINKS AT BARROW’S VIEW

Mr. James O’Connell reported the tax certiorari case settlement for the properties owned by the Links at Barrow’s View is still being processed. The settlement of the certiorari case means the values on the properties cannot be changed for three years unless there are changes to the properties. The recently received certiorari filing for 2014-2015 is a part of the settlement process.

TOWN JUSTICE GRANT EXPENDITURES

Town Justice Kathleen Jacques presented an itemized list of intended purchases for the Board’s review. The funds received under the grant were allotted in three categories: furniture, office equipment, and other. The total cost for the listed items does not exceed the grant total; but she will be contacting the

State Office of Court Administration for permission to transfer the grant funds from one category to another. Mrs. Jacques anticipates approval of the transfer.

A motion to approve purchases under the Justice Court grant up to the limit of the grant was made by Councilor Fesko, seconded by Councilor Venezia. The motion PASSED. AYES – 5, NAYS – 0.

**BUDGET PERSPECTIVES**

In anticipation of the upcoming preparation of the 2015 budget Councilor Venezia and Councilor Ireland have created petition in support of not moving any of the “saved” Highway monies into the General Fund to create additional spending. The petition further supports returning any savings to the town residents in the form of a tax reduction. Councilors Venezia and Ireland will be circulating the petitions for signatures.

There was a discussion of the elements of the budget and prior years’ procedures for development and implementation.

**TOWN HALL ROOF**

Supervisor Bean informed the Town Board a report from Douglas Miller, P.E. (Miller Engineers) found the roof trusses to be acceptable; some of the plywood will need to be re anchored. The Town will need to secure three bids for the project of replacing the roof. The bids should use prevailing wage rates and include proof of insurance. The specifications for the replacement of the roof have been prepared by Mr. Tanner and Councilor Fesko and are on file with the Town Clerk.

A motion to approve the specifications and solicitation of bids was made by Councilor Fesko, seconded by Councilor Venezia. The motion PASSED. AYES – 5, NAYS – 0.

**TOWN HALL PARKING LOT**

The parking lot for the Town Hall slopes towards the building. Supervisor Bean reminded the Board the 2014 budget included \$50,000 in a contingency fund for roof and parking lot repair/replacement if the costs were appropriate. Councilor Venezia voiced his concerns for consuming the entire \$50,000 within one year; rebuilding the fund will take time. There was a discussion of the fund and its use. Councilor Fesko recommended the Board request a cost estimate from the Highway Superintendent for the parking lot work if completed by the Highway Department.

**66 SPAFFORD LANDING ROAD**

The survey of the property at 66 Spafford Landing Road has been received and indicates the structure is within the right of way. A letter has been sent to the owner, Ms. Ling Wang, notifying her she cannot build on the same building footprint. Discussion between the attorneys is ongoing.

**SPAFFORD LANDING ROAD RETAINING WALL**

The engineer determined the retaining wall should have a hand rail along the new section as well as the prior existing section. Supervisor Bean voiced the question: who should pay for the rail? A motion was made by Councilor Fesko, seconded by Councilor Venezia requesting Mr. Tanner contact the Curleys to negotiate installation of the rail and return to the Town Board with the results prior to installation. The motion PASSED. AYES – 5, NAYS – 0.

**HIGHWAY GARAGE EXIT DOORS CONTRACT**

Two bids were collected for replacement of the north and south exit doors on the Highway Garage.

Tim Droppa Construction	\$2,795.00
Robert Norton	\$3,673.00

**TOWN BOARD MEETING**

**July 10, 2014**

A motion to award the contract to Tim Droppa Construction for a cost of \$2,795 was made by Councilor Fesko, seconded by Councilor Hanlon. The motion PASSED. AYES – 5, NAYS – 0.

ADJOURNMENT

A motion to adjourn the meeting at 10:00 p.m. was made by Councilor Fesko, seconded by Councilor Ireland. The motion was carried unanimously.

Respectfully submitted by,

Next meeting to be held  
Thursday, August 7, 2014 @ 7 p.m.  
@ Spafford Town Hall  
This is a budget work meeting.  
The regular meeting will be  
Thursday, August 14, 2014 @ 7 p.m.  
@ Spafford Town Hall

Lisa M. Valletta  
Town Clerk  
Town of Spafford