

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, and Councilor Lou Hanlon. Councilor Dave Venezia was absent.

The following Town Officers were present: Town Clerk Lisa Valletta and Code Enforcement Officer Howard Tanner. Highway Superintendent Carl Wiers was absent. Supervisor Bean called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

PUBLIC COMMENTS

- Concern for potential regulation of “Air B&B”-type rentals.
 - Supervisor Bean responded the issue is not on the Town Board’s imminent agenda, nor is it a priority. If and when discussions of such regulations arise, there will be opportunity for public comments and concerns.
- Church Road bridge closure affecting the Tully school bus route.
 - Discussion of the closure is on the evening’s agenda.
- Request for an investigation into the cause of the run-off issues on Pine Grove Road – water is flowing across the road and threatening the front of the house at 2665 Pine Grove Road.
- Barbara Locke, Southern Hills Preservation Corporation – seeking continued financial support from the Town of Spafford. Ms. Locke provided a brief overview of their mission and the application process.

HIGHWAY ADVISORY COMMITTEE REPORT

Kathy Adams provided a PowerPoint review of the Highway Advisory Committee findings. The full report is filed in the Town Clerk’s office and will be posted on the Town website along with the PowerPoint presentation. Luke Dewitt provided a summary of the Highway buildings inspections and one option for repair and expansion of the Highway Garage. In brief, the Committee recommends:

- For the Highway Department:
 - Adhere to the laws regarding budget planning and permitting requirements.
 - Increase and improve record keeping through modern methods (electronic).
 - Keep facilities clean.
 - Adopt a plan for road and equipment maintenance.
 - Adopt a procedure of best practices.
 - Explore ways to increase shared equipment and services.
- For the Town Board:
 - Support the Highway Superintendent with ensuring all expenses are prudent.
 - Create a long term budget plan.
 - Consider leasing equipment instead of purchase.

Town Attorney Scott Chatfield arrived at 8:00 p.m.

MINUTES

A motion to accept the minutes of the July 10, 2014 Town Board meeting was made by Councilor Fesko, seconded by Councilor Ireland. The motion PASSED. AYES – 4, NAYS – 0.

RESOLUTION 73-2014

Audit of Claims

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

PASSED AYES – 4 Bean, Ireland, Fesko, Hanlon
NAYS – 0

Resolved approve payment of the bills General Fund and Highway Fund bills on Abstract #8, (audited abstract totals to be included in September 2014 minutes).

ABSTRACT #7 – JULY 10, 2014

Audited bills for Abstract #7 were as follows:

General Fund	vouchers 221 – 257	\$ 30,034.14
Highway Fund	vouchers 75 – 96	\$ 166,932.09

CODE ENFORCEMENT OFFICER’S REPORT

Code Enforcement Officer’s Report for July 2014 was reviewed.

- The following documents were issued:
 - Building Permits
 - 167 Five Mile Point – new roof over carport
 - 1689 Willowdale Road – pole barn
 - 2343 Rose Hill Road - shed
 - 2437 Route 174 – deck/porch/enclosed carport
 - 3939 Sawmill Road – above ground swimming pool
 - 1987 Woodland Lane – demolition of residence
 - 1987 Woodland Lane – new residence
 - 1569 Redtail Lane – shed
 - 354 Cold Brook Road – replace mobile home on same footprint
 - Lourdes Camp, Ten Mile Point – rebuild boat house
 - Lourdes Camp, Ten Mile Point – pole barn
 - 1926 Willowdale – addition
 - 2006 Woodland Lane – shed
 - 945 Bacon Hill Road – renew garage permit
 - Court Appearance Tickets Issued:
 - 2501 Nunnery Road – grass not cut
 - 2142 Willowdale Road – junk on property/using trailer for storage
 - 2234 Glen Cove Road – no permit for deck (will be moved to a different court to avoid conflict)
 - 66 Spafford Landing Road – violating a Stop Work Order
 - Certificate of Occupancy/Completion Issued:
 - 1727 Borodino Bluffs - pergola
- 3505 Becker Road – the sixty days have expired – is due to be offered at the County tax auction in October. Supervisor Bean will contact Onondaga County for recommendations on applying demolition costs prior to auction.
- Spafford Landing Road retaining wall – estimated cost for installation of a handrail along the entire length of the wall is \$3,500. The Curleys expressed no interest in sharing the cost of the rail installation.
- Mr. Tanner will be attending certification training September 2 - 5.

A motion to accept the Code Enforcement Report was made by Councilor Fesko, seconded by Councilor Ireland. The motion PASSED. AYES – 4, NAYS – 0.

TOWN CLERK’S REPORT

Town Clerk’s Report and Statement of Receipts and Payments for July 2014 was read. A motion to accept the Report as presented was made by Councilor Ireland, seconded by Councilor Hanlon. The motion PASSED. AYES – 4, NAYS – 0.

TOWN SUPERVISOR’S MONTHLY REPORT & STATEMENT

Town Supervisor’s Monthly Statement of Receipts and Payments for July 2014 was read by Accountant Thomas Chartrand and filed.

RESOLUTION 74-2014

July 2014 Budget Transfers

On motion by Supervisor Bean, seconded by Councilor Hanlon the following resolution was PASSED AYES – 4 Bean, Ireland, Fesko, Hanlon
NAYS – 0

Resolved to authorize the following budget transfers:

GENERAL FUND

From: A1990.4	Contingent, Contractual	\$7,000.00
		<u>\$7,000.00</u>
To: A1440.4	Engineer, Contractual	\$1,000.00
A1950.4	Judgments & Claims, Contractual	5,600.00
A9050.8	Employee Benefits, Unemployment	400.00
		<u>\$7,000.00</u>

HIGHWAY FUND

From: DA599	Surplus, Insurance Recovery	\$2,564.00
		<u>\$2,564.00</u>
To: DA5130.4	Machinery, Contractual	\$2,564.00
		<u>\$2,564.00</u>

A motion to accept the Town Supervisor’s Monthly Report & Statement as presented was made by Councilor Fesko, seconded by Councilor Ireland. The motion PASSED. AYES – 4, NAYS – 0.

RESOLUTION 75-2014

July 2014 Bank Reconciliations

On a motion by Councilor Fesko, seconded by Councilor Ireland the following resolution was PASSED AYES – 4 Bean, Ireland, Fesko, Hanlon
NAYS – 0

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

TOTAL TOWN ASSESSMENT VALUE

Mr. Chartrand reported the total taxable assessed value of the Town of Spafford General Fund and Highway Fund taxes has decreased roughly \$200,000 from last year. The total value for the Fire District

tax has decreased about \$2,000,000. It is presumed the reduction was caused by a sale of property to a non-profit organization, making it tax exempt (Finger Lakes Land Trust); a negotiated settlement reducing the value of several properties (Links at Barrows' View); and any reductions in value granted by the Board of Assessment Review. Supervisor Bean will consult with the Town Assessor to determine if any other factors may have caused the drop in value.

PLANNING BOARD

Planning Board Chair Chad Marsh reported the Planning Board has designated the Code Enforcement Officer as their intake agent. This allows for a speedier process for applicants. The Planning Board continues to work on revisions to the Sub Division regulations and procedures. Mr. Marsh anticipates presenting a draft of the regulations to the Town Board in September.

TOWN HALL ROOF

Supervisor Bean noted the Town's Procurement Policy requires all estimated public works contracts of less than \$35,000 but greater than \$10,000 require a written RFP and corresponding proposal from not less than three contractors. A notice was published in the Town's official newspaper and posted on the Town's website seeking estimates for the work. Specifications for the work were mailed to several contractors, and follow up phone calls were made requesting estimates. Two estimates were received:

- RLS Structures, Inc. \$15,800
- Secor Building Solutions \$16,800

Prior to the finalization of the project specifications, a rough estimate was requested and received from Lake Country Construction & Contour, LLC ("LCCC"). The estimate from LCCC included removal of the shingles. Architect Douglas Miller advised the Town Board the removal of shingles was unnecessary, and it is not a part of the project specifications. Discussion was tabled.

TOWN CONSTABLE

Local Law 2-2014 created the position of Town Constable for the Town of Spafford. The law stated the position would be filled by Town Board appointment. A motion authorizing the Town Clerk to place an advertisement for applicants was made by Councilor Fesko, seconded by Councilor Ireland. Applications are to be submitted by September 5, 2014 with interviews to be held at the September 11, 2014 Town Board meeting. The motion PASSED. AYES – 4, NAYS – 0.

DOG REDEMPTION/SHELTERING FEES

The Town of Spafford currently has no mechanism to recover the sheltering fees associated with housing stray dogs. The Town Clerk is authorized to contact Country Acres to discuss options for the recovery of the shelter fees.

CHURCH ROAD BRIDGE

Mr. Douglas Miller, Miller Engineers, submitted a report on the integrity of the Church Road bridge. Mr. Miller determined the box culvert of the bridge is in good repair; however the approaches to the bridge are in poor condition. Supervisor Bean requested Highway Superintendent Wiers prepare a cost estimate for the necessary repairs. Town Attorney Chatfield reminded the Board of the need for plans and specifications for the project. Supervisor Bean asked Mr. Tanner to contact Mr. Miller for a definitive opinion.

A motion was made by Councilor Fesko, seconded by Councilor Ireland to reopen the bridge for traffic if the engineer deems it to be safe for use, with adequate safety markings as may be needed. The motion PASSED. AYES – 4, NAYS – 0.

DISPOSAL OF TOWN ASSETS

Scrap Equipment

Two computer hutch-style desks are in severe disrepair and have been replaced. A motion to declare the two desks as scrap equipment was made by Councilor Fesko, seconded by Councilor Hanlon. The motion PASSED. AYES – 4, NAYS – 0.

Ditch Dirt

Supervisor Bean is seeking equitable distribution of the dirt accumulated when the Town Highway Department does ditch work. Distribution should be controlled with a written policy; the destination should be in close proximity to the source; the specific drop location should be reasonably near to the roadway and well described.

3505 BECKER ROAD

A motion was made by Councilor Fesko, seconded by Councilor Hanlon to solicit quotes and accept the lowest for demolition and removal of the structure at 3505 Becker Road on the condition the property is removed from the 2014 Onondaga County 2014 tax auction. The motion PASSED. AYES – 4, NAYS – 0.

SPAFFORD LANDING ROAD RETAINING WALL

A motion to authorize Bushey & Sons Welding Service to install 30’ of pipe rail the as described in the July 2014 quote at a cost of \$1,650 was made by Councilor Fesko, seconded by Councilor Ireland. The motion PASSED. AYES – 4, NAYS – 0.

RESOLUTION 76-2014

Town Hall Roof

On a motion by Councilor Fesko, seconded by Councilor Ireland the following resolution was PASSED
AYES – 4 Bean, Ireland, Fesko, Hanlon
NAYS – 0

Resolved Supervisor Bean is authorized to contact LCCC to confirm their interest in submitting an estimate and to obtain a new quote from LCCC based on the work specifications; and be it further resolved Supervisor Bean is authorized to award the contract for a new roof on the Town Hall to the lowest responsible quote of the three submitted.

ADJOURNMENT

A motion to adjourn the meeting at 10:20 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, September 11, 2014 @ 7 p.m.
@ Spafford Town Hall

Lisa M. Valletta
Town Clerk
Town of Spafford