

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, and Code Enforcement Officer Howard Tanner. Supervisor Bean called the meeting to order at 7:02 p.m. The Pledge of Allegiance was recited.

PATRIOT’S DAY

Councilor Venezia spoke in remembrance of the September 11, 2001 tragedy and led the assembled in a moment of reflection.

REMINDERS

Supervisor Bean called attention to the Rules of Procedure for the Orderly Conduct of Town Board Meetings on the reverse of the evening’s agenda.

Supervisor Bean and Kathy Adams presented data showing the percentage of taxes paid on a property that is controlled by the Town Board.

MINUTES

A motion to accept the minutes of the August 7, 2014 and August 14, 2014 Town Board meetings was made by Councilor Fesko, seconded by Councilor Venezia. The motion PASSED. AYES – 5, NAYS – 0.

RESOLUTION 77-2014

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 General Fund and Highway Fund bills on Abstract #9, (audited abstract totals to be included in October 2014 minutes).

RESOLUTION 78-2014

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 Southern Onondaga Area Water District (SOAWD) bills on Abstract #9, (audited abstract totals to be included in October 2014 minutes).

ABSTRACT #8 – AUGUST 14, 2014

Audited bills for Abstract #8 were as follows:

General Fund	vouchers 258 – 292	\$ 17,515.63
Highway Fund	vouchers 97 – 109	\$ 21,292.23

HIGHWAY SUPERINTENDENT

- The cost of repairs to Lanning Road (not factoring in employee benefits) was \$41,727.70. The road suffered severe damage from the August 3, 2014 rainstorm.

- Church Road bridge remains closed to traffic. The NYS Department of Environmental Conservation (DEC) restricts work in the creek area. Any work in such a setting must be done between May 15 and October 1. Highway Superintendent Carl Wiers is preparing an application to Senator DeFrancisco for financial aid. There was a discussion how to maintain the road on either side of the bridge during the winter.
- Fifteen trees were identified for removal along Spafford Landing Road. Mr. Wiers solicited three estimates to take down the trees; the Town of Spafford Highway crew will clean up the brush, the main portions of the trees will be left for the property owners' use. Only two estimates were returned, both included proof of insurance.
  - Dart Tree Service \$2,800
  - Dafoe Tree Company \$4,500

RESOLUTION 79-2014

**Tree Removal Along Spafford Landing Road**

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 to hire Dart Tree Service to take down the designated trees along Spafford Landing Road at a cost of \$2,800.

HIGHWAY SUPERINTENDENT (continued)

The apron (or entry slope) into the Highway garage needs a 5” layer of pavement to correct settling. Cost for the repair will be \$5,679.40.

RESOLUTION 80-2014

**Entry Repair**

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

AYES – 4	Bean, Ireland, Fesko, Venezia
NAYS – 1	Hanlon

Resolved to authorize the repair to the Highway garage entry slope at a cost of \$5,679.40.

HIGHWAY SUPERINTENDENT (continued)

The Highway Advisory Committee recommends replacement of the furnace in the Highway garage. Mr. Wiers will have the unit evaluated and obtain estimated costs for replacement and improvement of ductwork.

CODE ENFORCEMENT OFFICER

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

- Nine Building Permits
  - 2531 Nunnery Road – deck
  - 2765 Hardscrabble Point – addition to residence
  - 2817 Nunnery Road – in ground pool
  - 2817 Nunnery Road – garage addition
  - 2053 Pine Bluff Road – demolition of residence
  - 1553 Red Tail Lane – garage
  - Wavelength Drive (tax ID# 025-01-60) – shed
  - 2264 Glen Cove Road – addition/deck
  - 2232 Glen Cove Road – garage

- Four Court Cases
  - 2142 Willowdale Road – owner has requested a trial
  - 2501 Nunnery Road – ordered to mow and trim bushes (owner is working to comply)
  - 2234 Glen Cove Road – deck issue corrected/ court hearing canceled
  - 66 Spafford Landing Road – postponed

The owner of 66 Spafford Landing Road is appealing Mr. Tanner’s decision to deny a permit for building within the Town’s right of way. The decision was based on his determination the structure has deteriorated beyond 50% of its fair market value.

- The contractor has been notified of the Board’s permission to install a handrail on the Town’s portion of the retaining wall bordering 49 Spafford Landing Road. The contractor’s quote for installing the rail along the owner’s portion of the wall was based on the completing the entire installation at the same time.
- Supervisor Bean reported Onondaga County agreed to delay listing 3505 Becker Road on the County tax auction. The Town will be soliciting quotes for demolition of the structures on the property.
- There are nine septic tanks within the Town right of way along Spafford Landing Road. Onondaga County Health Department was unaware of the road being a Town road. Mr. Chatfield is working on a procedure for the Town to receive septic permit application information and how the Town should address those already in the right of way.
- New York State is rewriting the Uniform Fire Prevention and Building Code (Code) for a 2015 release. The new Code books will need to be purchased after the Town adopts the new Code.

TOWN CLERK’S REPORT

Town Clerk’s Report and Statement of Receipts and Payments for August 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.

MARRIAGE LICENSE FEE

The cost to obtain a marriage license in the Town of Spafford has been \$40 since 2010. The Town Clerk requested the fee be raised to \$45. This will allow the applicants to receive one Certified Transcript of the marriage license without additional paperwork and fees. A motion was made by Councilor Ireland, seconded by Councilor Venezia to increase the marriage license fee from \$40 to \$45 effective immediately. The motion PASSED. AYES – 5, NAYS – 0.

TOWN SUPERVISOR’S MONTHLY REPORT & STATEMENT

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

RESOLUTION 81-2014

September 2014 Budget Transfers

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

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

Resolved to authorize the following budget transfers:

GENERAL FUND

From: A1990.4	Contingent, Contractual	\$6,000.00
		<u>\$6,000.00</u>
To: A1440.4	Engineer, Contractual	\$1,500.00
A1950.4	Central Printing & Mailing, Contractual	1,500.00
A5132.4	Garage, Equipment	<u>3,000.00</u>
		<u>\$6,000.00</u>

HIGHWAY FUND

From: DA599	Surplus, CHIPS Winter Severity	\$6,223.00
		<u>\$6,223.00</u>
To: DA5112.3	Improvements, Capital Outlay	\$6,223.00
		<u>\$6,223.00</u>

Councilor Venezia asked if there are any budget lines causing concern. Mr. Chartrand noted the Highway-Contractual line is being rapidly consumed. Mr. Wiers reported the Highway crew would begin hauling sand for winter use next week and the bills associated with that would be drawn from the Snow budget.

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

RESOLUTION 82-2014

**August 2014 Bank Reconciliations**

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 find a positive audit of the August 2014 bank statement as presented by Mr. Chartrand.

SOAWD

Mr. Chartrand reviewed the budget items associated with the Southern Onondaga Area Water District. The taxes associated with the SOAWD are paid only by properties within the water district. The Metropolitan Water Board (MWB) is the administrative body of the Onondaga County Water District (OCWD), which manages SOAWD. When the MWB was formed, the Town of Spafford opted out of membership; as a result, the Town of Spafford properties in SOAWD pay an additional non-member fee. This fee is incorporated into the per lot rate.

The Town of Spafford is the lead agent for SOAWD; the Town of Marcellus and the Town of Otisco also have properties within the water district. Mr. Chartrand recommended the Board approve retaining the current tax rates for 2015.

RESOLUTION 83-2014

**SOAWD 2015 Tax Rates**

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

Resolved to adopt the following tax rates for the Southern Onondaga Area Water District:

Town of Spafford	\$340 per buildable lot	\$10 per non-buildable lot
Town of Marcellus	\$330 per buildable lot	\$10 per non-buildable lot
Town of Otisco	\$330 per buildable lot	\$10 per non-buildable lot

**ZONING BOARD OF APPEALS (ZBA)**

Chair Kathy Adams reported the following will be coming to the Zoning Board of Appeals:

- A rear (lakeside) set back variance for a property on Hardscrabble Point.
- A small engine business repair.
- 66 Spafford Landing Road seeking to appeal the Code Enforcement Officer’s determination.

**PLANNING BOARD**

Chair Chad Marsh stated there is an application for a Lot Improvement on the Planning Board’s docket. The Planning Board continues to work on the Sub Division Regulations revision and update.

**GRANTS**

Supervisor Bean informed the Town Board the grant from Senator DeFrancisco’s office for installation of the elevator/lift at the Borodino Grange was denied. The reason provided was that the Town does not own the building. The Onondaga County Community Development grant for the purchase of the elevator/lift is still on track.

Senator DeFrancisco’s office requested the Town submit an application for a project with an estimated cost in excess of \$50,000. The project could not be started until the grant is approved and the Senator’s office provided no information on when the money might be provided, if at all. The submittal needs to be made by next week. The Board discussed various projects for the application; and agreed to submit for a new well and septic system for the Highway Garage and Town Hall.

RESOLUTION 84-2014

**Propane Supplier**

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

Resolved to authorize purchase 1,200 gallons of propane heating the Town Hall from Superior/Griffith Energy at a cost of \$2.199 per gallon

**DOG SHELTERING CONTRACT**

Supervisor Bean has determined the average cost to the Town when a dog is seized is \$200 - \$240. Country Acres currently is the contracted shelter for the Town and is not willing to collect additional Town fees from the dog owners. Supervisor Bean has contacted Auburn SPCA and the Town of Skaneateles to discuss alternative sheltering options and the possibility of shared services.

ELECTRICAL SERVICE SUPPLIER

Supervisor Bean continues to negotiate for the best/lowest cost possible for the electric service to the Town maintained properties.

TOWN PROPERTY USE POLICY

Supervisor Bean submitted for the Board’s consideration a policy regulating use of Town property for political purposes.

RESOLUTION 85-2014

**Regarding Use of Town Property for Political Purposes**

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 to adopt the following policy for use of Town Property for political purposes:

Town Of Spafford Policy Regarding Use of Town Property for Political Purposes

The rightful owners of the property belonging to the Town of Spafford are the people of the Town of Spafford. All of the people collectively. No one political party or faction can lay claim to its use despite electoral success or popularity.

The people's properties however, have specific purposes related to the effective delivery of various governmental functions. These functions must not be unreasonably interfered with.

With these principals firmly in mind, and cognizant of the constitutional right of free speech, the Town Board of the Town of Spafford hereby establishes the following policies regarding the use of public property.

1. Political campaigning, literature distribution, pamphleteering and similar activity is prohibited on the Town's transfer station property, although such activity can occur on public right-of-ways adjacent thereto, and outside of the fence, so long as such activity does not interfere with the safe ingress and egress of vehicular traffic from the site.
2. Other municipal buildings and properties may be used for such purposes under the following conditions:
  - a. Political signage is prohibited on all Town property.
  - b. Political literature, pamphlets, written opinions and similar documents may be placed on the properties or distributed thereon providing that:
    1. The authorship is clearly placed thereon.
    2. Its distribution does not interfere with the function of the property.
    3. Its placement or distribution occurs only in public meeting areas.
    4. Its distribution does not occur during Town business meetings.
  - c. Public buildings or property may be used for political gatherings, rallies or similar events depending upon availability and under the following conditions:
    1. The sponsor must obtain permission from the Town Clerk at least two weeks prior to the event. Requests will be granted on a "first come" basis, subject to the needs of the Town.
    2. The property is to be left free and clear of all debris and trash at the conclusion of the event.
    3. No persons, political parties, or factions will be denied use without just cause, and
    4. Consumption of alcoholic beverages is prohibited.

HIGHWAY ADVISORY COMMITTEE

Supervisor Bean proposed the committee continue to operate with an expanded directive. The Board discussed the purpose of the committee and the need to focus on creation of a priority list of Highway projects. The Board agreed in general to maintain the Highway Advisory Committee.

FACILITIES & ENERGY COMMITTEE

Supervisor Bean proposed creation of a Facilities & Energy Committee to review the current status and create a list of priority projects along with a long-term plan to modernize and improve energy efficiency of the Town buildings. Mr. Wiers provided information from New York Electric & Gas for partial funding of new, updated lighting fixtures.

ETHICS COMMITTEE

Supervisor Bean asked Councilor Venezia why the committee has not yet met. Councilor Venezia responded he is waiting for the Town attorney's input. Supervisor Bean will arrange a meeting with Councilor Venezia, the Town attorney and herself to resolve any questions and allow the committee to conduct its first meeting.

ADJOURNMENT

A motion to adjourn the meeting at 9:25 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 18, 2014 @ 7 p.m.  
@ Spafford Town Hall  
*This will be a budget work session.*

Lisa M. Valletta  
Town Clerk  
Town of Spafford