

**TOWN BOARD MEETING**

**May 14, 2015**

The Town Board of the Town of Spafford assembled at the Spafford Town Hall, 1984 Route 174, Skaneateles, New York.

PRESENT: Supervisor Bean, Councilor Fesko, Councilor Ireland, Councilor Hanlon and Councilor Venezia.

ALSO PRESENT: Code Officer Howard Tanner, Accountant Thomas Chartrand, and Town Clerk Lisa Valletta.

Supervisor Bean called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited.

PUBLIC COMMENTS

*Salvin Strods - Spafford Area Historical Society*

Mr. Strods provided information on the restoration work planned for the Borodino Grange Hall and voiced an appeal for support and awareness of the 180 year old treasure.

*Gordon Ireland – Town Newsletter*

Mr. Ireland commented on the recent Town newsletter content, specifically the Ethics Report. There was a discussion of the Ethics Board’s review and report.

MINUTES

A motion to accept the minutes of the March 26, 2015 and April 9, 2015 Town Board meetings was made by Supervisor Bean, seconded by Councilor Fesko. The motion PASSED. AYES – 5, NAYS – 0.

RESOLUTION 37-2015

**Abstract #5 – General & Highway Funds**

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

Resolved payment of General Fund Abstract #5 & Highway Fund Abstract #5 is approved. (Audited abstract totals will be reflected in the June 2015 Town Board meeting minutes.)

ABSTRACT #4 – APRIL 9, 2015

Audited bills for Abstract #4 were as follows:

General Fund	vouchers 113 – 139	\$ 20,455.13
Highway Fund	vouchers 34 – 46	\$ 24,411.40

RESOLUTION 38-2015

**Abstract #5 – Southern Onondaga Area Water District Fund**

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

Resolved payment of Southern Onondaga Area Water District Fund #5 is approved. (Audited abstract totals will be reflected in the June 2015 Town Board meeting minutes.)



o Land Use Training:

Mr. Tanner reported the meeting between the Planning Board and the Zoning Board of Appeals was exceptionally productive. The Town Attorney was present at the session and the Zoning Code was reviewed in extensive detail. Under the authority granted to Mr. Tanner as Land Use Training Officer, he has determined the meeting will be credited towards the training requirements.

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

TOWN CLERK’S REPORT

A motion to accept the Town Clerk’s Cash Report for April 2015 was made by Councilor Ireland, seconded by Councilor Venezia. The motion PASSED. AYES – 5, NAYS – 0.

TOWN SUPERVISOR’S REPORT

The Town Supervisor’s Monthly Report for April 2015 was read by Accountant Thomas Chartrand and filed.

RESOLUTION 40-2015

**Budget Transfer**

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

Resolved the following General Fund Budget Transfer is authorized:

FROM:	A1990.4	Contingent, Contractual	\$ 200.00
			<u>\$ 200.00</u>
TO:	A8175.4	Clearing Vacant Lots, Contractual	\$ 200.00
			<u>\$ 200.00</u>

RESOLUTION 41-2015

**April 2015 Bank Reconciliation**

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 March 2015 bank statement as presented by Mr. Chartrand.

LOCAL POLICIES

Mr. Chartrand reminded the Board of the recommendation for annual training on workplace violence and sexual harassment. Other suggested policies, when applicable, are: vehicle use; internet use; conference attendance; credit card use; listing of physical assets with values. Supervisor Bean reminded the Board that a revision of the Ethics Policy is being drafted for the Town Board to review. Councilor



A motion to declare an emergency situation at the Transfer Station based on the DEC report and the environmental impact was made by Councilor Venezia, seconded by Councilor Ireland. The motion PASSED. AYES – 5, NAYS – 0.

Supervisor Bean asked for a Town Board member to follow the corrections through to completion. Councilor Fesko suggested such a task should be assigned to the Highway Superintendent.

HIGHWAY SUPERINTENDENT APPOINTMENT

A motion to appoint Taih Taylor as Highway Superintendent effective through December 31, 2015 was made by Supervisor Bean, seconded by Councilor Hanlon.

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

The motion failed.

A motion to appoint Cherry Randall as Highway Superintendent effective through December 31, 2015 was made by Councilor Fesko, seconded by Councilor Ireland.

Councilor Hanlon declared State law prohibits spouses serving in a supervisory capacity over one another. Councilor Fesko stated she discussed the situation with Mrs. Randall during her interview; Mrs. Randall explained her husband would report to Deputy Highway Superintendent Michael Catherman. Mr. Chatfield declared his research revealed there is no statutory prohibition for such an arrangement.

Supervisor Bean is concerned there may be an ethics issue; the department has already been investigated for potential violations and the appointment may give an appearance of impropriety. Supervisor Bean stated she would like to have a Highway Superintendent in place, but would be satisfied with a Highway clerk. There was a discussion of the working relationship between the Highway Superintendent’s office and the Town Supervisor/Town Board.

Councilor Venezia made a motion to extend the privilege of the floor to Kathy Adams providing her comments are not specific to the candidate. The motion was seconded by Councilor Fesko. The motion PASSED. AYES – 5, NAYS – 0.

Mrs. Adams stated HAC believes the Town Board has two viable candidates for the position of Highway Superintendent. HAC also researched the legality of spouses supervising one another. AOTSNY advised that local laws could be used to prohibit the situation. Mrs. Adams added that HAC is ready and willing to work with a new Highway Superintendent.

Councilor Fesko reconfirmed her motion to nominate Cherry Randall as the Highway Superintendent.

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

The motion passed.

HIGHWAY SUPERINTENDENT START DATE AND COMPENSATION

Councilor Venezia made a motion to start the new Highway Superintendent effective May 18, 2015 with a compensation package as adopted by the Town Board at the January 8, 2015 Organizational Meeting. There was discussion of the Highway payroll period. Councilor Venezia withdrew his motion pending discussion.

Supervisor Bean declared a five minute recess at 9:15 p.m.

Supervisor Bean re-called the meeting at 9:20 p.m.

RESOLUTION 43-2015

Highway Superintendent Start Date and Compensation

A motion was made by Councilor Venezia, seconded by Councilor Ireland to start the Highway Superintendent effective May 23, 2015 with the salary compensation package identical to that of the prior elected Highway Superintendent minus union benefit package which includes the health insurance; said package was confirmed at the January 8, 2015 Organizational Meeting of the Spafford Town Board.

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

The motion passed.

CHURCH ROAD BRIDGE

Supervisor Bean reviewed the known condition of the bridge and stated repair is no longer an option. Damage to the underside of the bridge was noted at the most recent inspection. One option for replacement is to remove the bridge and straighten the flow of the creek to allow for a culvert under the road. The DEC requires an engineering study for this option. Supervisor Bean has requested an estimate for the study from Miller Engineers. This would require an easement across private land. Mr. Chatfield requested a survey of neighboring property to properly prepare easement documentation. Supervisor Bean has requested an estimate from Phillips & Associates Surveyors, PC. Once all the necessary documentation is assembled, the project will be submitted for MultiModal funding.

MOON HILL ROAD CULVERT

Supervisor Bean recommends submitting the culvert project on Moon Hill Road for CHIPS funding. There was debate on the need to hire an engineer to design the project. Supervisor Bean wants an engineer to affirm the work planned by the Highway Department will survive for 10 years.

A motion to solicit an estimate from Miller Engineers for a design, in consultation with the Highway Department, for the Moon Hill Road culvert project was made by Supervisor Bean, seconded by Councilor Fesko. The motion PASSED. AYES – 5, NAYS – 0.

Upon receipt of the estimate, Supervisor Bean will email the information to the Town Board members with a request for approval. Any decision will be ratified by the Town Board at their next meeting.

CEMETERY MANAGEMENT

There was no response to the advertisements for Cemetery Management. Supervisor Bean will contact local funeral homes to inquire if any would be interested in assuming the role.

ROAD SALT FOR 2015-2016

The Board discussed the many issues associated with the use of road salt during the winter season including the need of a salt storage facility and the potential wetland behind the Town buildings. Mr. Chatfield recommended the first step be determining the quantity of usable land behind the Town buildings.

WETLAND DELINEATION

A motion to accept the proposal from TES Environmental for preliminary delineation of wetland area behind the Town buildings at a cost of \$3,800 was made by Supervisor Bean, seconded by Councilor Hanlon.

Councilor Fesko asked if Onondaga County Soil & Water Conservation District (OCSWD) could perform the work.

Following a brief discussion, Councilor Hanlon withdrew his second to the previous motion and Supervisor Bean withdrew the motion.

RESOLUTION 44-2015

**Preliminary Delineation of Wetland**

A motion was made by Supervisor Bean, seconded by Councilor Hanlon to contact OCSWD for an estimated cost to create a preliminary delineation of wetland behind the Town buildings at 1984 State Route 174 and if said estimate is equal to or less than the \$3,800 proposal from TES Environmental the work is approved to be completed by OCSWD; the motion further stated if the OCSWD estimate cannot duplicate the proposed work for equal or less cost, the Town Board approves acceptance of the proposal from TES Environmental for preliminary delineation of the wetland behind the Town buildings at 1984 State Route 174.

- Councilor Fesko – Yes
- Councilor Ireland – Yes
- Supervisor Bean – Yes
- Councilor Hanlon – Yes
- Councilor Venezia – Yes

The motion passed.

RESOLUTION 45-2015

**AOTSNY Highway School**

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

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

Resolved to authorize the expense of sending the Highway Superintendent to the AOTSNY Highway School on June 1, 2, and 3, 2015.

TAX FREEZE/EFFICIENCY PLAN

The inter-municipal agreement submitted by Onondaga County (the County) providing the Town of Spafford access to the savings credit realized by the County has been reviewed by Mr. Chatfield. In exchange for the savings credit the County requires the Town of Spafford agree to use County purchasing contracts when approved by the Spafford Town Board.

RESOLUTION 46-2015

**Inter-municipal Agreement**

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

Resolved the Town Supervisor is authorized to enter into the inter-municipal agreement with Onondaga County pursuant to Onondaga County Resolution 235.

**ADJOURNMENT**

A motion to adjourn the meeting at 10:25 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, June 11, 2015 @ 7 p.m.  
@ Spafford Town Hall

Lisa M. Valletta  
Town Clerk  
Town of Spafford