

TOWN BOARD MEETING

February 11, 2016

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

PRESENT: Supervisor Christopher Kozub, Councilor Christine Fesko, Councilor Dave Venezia, and Councilor Luke Dewitt.

ABSENT: Councilor Cherry Randall

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

Supervisor Kozub called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

PLANNED DEVELOPMENT DISTRICT

Mr. Tanner provided an overview of the Planned Development District process explaining there are many stages, including submission of the application to Onondaga County Planning and Syracuse Water Authority for approval.

Supervisor Kozub invited Sal and Hope Strods to present information for pre-application discussion for a PDD on Collard Road. The Strods’ plan is to establish a Glamping (glamour camping) business on a 60 acre parcel off Collard Road. The information included the maximum number of tents (20); the planned layout for the buildings and potential activities at the site.

The Strods were invited to prepare a detailed PDD application for submission to the Town Board.

MINUTES

A motion to acknowledge receipt of the minutes of the January 5, 2016 and January 23, 2016 Town Board meetings was made by Councilor Fesko, seconded by Councilor Dewitt and PASSED. AYES- 4, NAYS- 0.

RESOLUTION 25-2016

Abstract #2 – General & Highway Funds

On a motion by Councilor Dewitt, seconded by Councilor Fesko the following resolution was PASSED
AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved payment of General Fund Abstract #2 & Highway Fund Abstract #2 is approved. (Audited abstract totals will be reflected in the March 2016 Town Board meeting minutes.)

ABSTRACT #1 – JANUARY 5, 2016

Audited bills for Abstract #1 were as follows:

General Fund	vouchers 1 – 38	\$ 117,732.23
Highway Fund	vouchers 1 – 8	\$ 301,590.37
Southern Onondaga Area Water District	voucher 1	\$ 3,135.38

HIGHWAY REPORT

Supt Fordock presented two completed Agreements to Spend Highway Funds. The first is for planned work during 2016; the second is to cover unexpected repairs.

TOWN BOARD MEETING

February 11, 2016

HIGHWAY FUND

From:	DA9730.6	Debt Service Principal, BAN	\$45,000.00
	DA9730.7	Debt Service Interest, BAN	5,000.00
	DA9950.9	Transfer to Capital Reserve Fund, Interfund Transfer	13,000.00
			<u>\$63,000.00</u>
To:	DA1910.4	Machinery, Equipment	\$63,000.00
			<u>\$63,000.00</u>

A motion to accept the Town Supervisor’s Report for January 2016 was made by Councilor Fesko, seconded by Councilor Dewitt. The motion PASSED. AYES – 4, NAYS – 0.

RESOLUTION 28-2016

January 2016 Bank Reconciliation

On a motion by Councilor Fesko, seconded by Councilor Dewitt the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved to find a positive audit of the December 2015 bank statement as presented by Mr. Chartrand.

CODE OFFICER’S REPORT

Mr. Tanner’s reported on the following activity for December 2015/January 2016:

- o Permits Issued
 - 1627 Neoga Cliffs Road – partial demolition of residence
 - 49 Spafford Landing Road – bathroom – *pending*
 - 338 Spafford Landing Road – porch remodel
 - 1627 Neoga Cliffs Road – addition to residence

- o Updates:
 - The Census Report has been filed with the State
 - Public Hearing to be scheduled for March 10, 2016 pursuing demolition of unsafe structure on Willowdale Road, listed owner is Limestone Ridge, LLC/Dean Cummins.
 - The 2015 Building Permit Report has been filed with NYS, as required

RESOLUTION 29-2016

Limestone Ridge, LLC / Dean Cummins

On a motion by Councilor Venezia, seconded by Councilor Fesko the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved the Town of Spafford affirms Town Board Resolution 16-2016 of January 5, 2016 to conduct a Public Hearing on March 10, 2016 at the Spafford Town Hall at 7 p.m. in pursuit of demolition of the unsafe structure on Willowdale Road identified with Tax Parcel #023-03-05.3.

ZONING BOARD OF APPEALS REPORT

- At the January session Lakeside Vista, 2437 State Route 174, received a Special Use Permit to operate a restaurant and bar and an Area Variance for two signs on the property.
- The February session was the Organizational Meeting for the Zoning Board of Appeals. There was no new business in February.

RESOLUTION 30-2016

Onondaga County Planning Symposium

On a motion by Supervisor Kozub, seconded by Councilor Fesko the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved the Town Board authorizes reimbursement for costs associated with attendance to the Onondaga County Planning Symposium by members of the Zoning Board of Appeals and the Sub Division/Planning Board.

SUB DIVISION/PLANNING BOARD

At the January session:

- > The Final Subdivision Plat for Wesley Brenneman was approved.
- > A Sketch Plan submitted by Robert and Jonathan Bone was reviewed. Pursuit of a Lot/Boundary Line Adjustment was determined to be the appropriate approach; the applicants’ map will be revised to include contours and to reflect the recommended application for Lot/Boundary Line Adjustment.

At the February 18, 2016 session the Sub Division/Planning Board will conduct their Organizational session; discuss potential attorneys; and discuss the annual training requirements and opportunities.

PUBLIC HEARING

Zoning Revisions

The Public Hearing for discussion of proposed revisions to the Town of Spafford Zoning Ordinance, originally opened at the December 10, 2015 Town Board meeting resumed at 7:50 p.m. There was a brief discussion of the process involved to achieve any revisions to the Zoning Ordinance. There were no additional comments.

A motion to close the Public Hearing at 7:53 p.m. was made by Councilor Fesko, seconded by Councilor Dewitt. The motion PASSED. AYES – 4, NAYS – 0.

TOWN ATTORNEY

Supervisor Kozub reported four firms were interviewed on January 23, 2016 for consideration as Town Attorney; two were selected as suitable to the Town’s needs: Costello, Cooney & Fearon, PLLC and Bousquet Holstein, PLLC. They provided the following fee schedule:

- > Costello, Cooney & Fearon, PLLC -- \$1,500 per month for Town Board and Zoning Board of Appeals services; \$250 per meeting, as needed, for Sub Division/Planning Board services.
- > Bousquet Holstein, PLLC -- \$26,000 per year for Town Board and Zoning Board of Appeals services; \$9,000 per year for Sub Division/Planning Board services.

RESOLUTION 31-2016

Town Attorney

On a motion by Councilor Fesko, seconded by Councilor Dewitt the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved Costello, Cooney & Fearon, PLLC is contracted to serve as Town Attorney for the Town of Spafford at a flat fee of \$1,500 per month for service to the Town Board and Zoning Board of Appeals effective immediately.

PROPOSED ZONING REVISIONS

Supervisor Kozub led the Board through the list of proposed revisions to the Zoning Ordinance. The list is on file with the Town Clerk. Items 1 through 5 were discussed and accepted at the January 23, 2016 Town Board meeting.

- Item 6. Add a definition for Commercial Lodging Establishment:
A motel, hotel, inn, apartment, house, or similar establishment that provides lodging to the public for pay; or a person or establishment that provides lodging for pay such that the codes enforcement officer determines to have a sufficient number of the characteristics of a commercial lodging establishment for purposes of this law.

The Town Board unanimously agrees to strike this from consideration at this time.

- Item 7. Amend the definition of Easement to include “or another property owner”.
An agreement between a private landowner and a municipal agency, a qualified notforprofit corporation, or another private landowner to restrict development, management, or use of land.

The Town Board unanimously agrees to the above revision.

- Item 8. Amend the definition of Inn to remove the number of rooms and improve the definition.
A commercial dwelling or establishment that provides lodging, meals and other guest services, etc., for the public, especially travelers; a small hotel.

The Town Board unanimously agrees to the above revision.

- Item 9. Add a definition for Library:
A public or private institution maintaining a selection of books, records and similar media for use by the general public or membership, and may include meeting or lecture rooms, but shall exclude businesses which rent books, records, videotapes, videodisks, athletic equipment or similar objects for compensation or profit.

The Town Board unanimously agrees to the above revision.

- Item 10. Amend the definition of Lodge or Private Club to improve the definition; make terms consistent.
An organization catering exclusively to members and their guests for recreational, athletic or social purposes which are not conducted primarily for gain, providing that there are not any vending stands, merchandising or commercial activities except as required generally for the membership and purposes of such club.

The Town Board unanimously agrees to the above revision with a request for Town Attorney review.

- Item 11. Add definition of Lot Orientation:
The orientation of lot shall be determined as follows. The front property line of a lot shall be the same as the street right-of-way line, regardless of length and intended orientation of any existing or proposed buildings, and the side and rear lines shall be determined relative to that front line. For corner, reverse-frontage and flag lots, see applicable definitions. For all other irregularly shaped lots, the lot orientation shall be determined by the Town of Spafford Planning Board.

The Town Board unanimously agrees to the above revision.

- Item 12. Delete the definition of Personal Service Establishments. The uses are addressed separately.

The Town Board unanimously agrees to the above deletion.

- Item 13. Amend Retail Shop, small and large to make term use consistent.
Retail Store, Large (definition to remain the same) and *Retail Store, Small* (definition to remain the same).

The Town Board unanimously agrees to the above revision with a request for Town Attorney review.

- Item 14. Amend the definition of Roomer, Boarder, Lodger by removing “without prearrangement”.
A person occupying any room or group of rooms forming a single habitable unit used or intended to be used for living and sleeping, but not for cooking or eating purposes, and paying compensation for lodging or board and lodging by prearrangement for a week or more at a time to an owner or operator. Any person occupying such room or rooms and paying such compensation for less than a week at a time shall be classified for purposes of this Law not as a roomer, boarder, or lodger but as a guest of a commercial lodging establishment (motel, hotel, tourist home).

The Town Board unanimously agrees to the above revision.

- Item 15. Add definition of School:
A public or private institution providing a curriculum of elementary and secondary academic instruction and includes a kindergarten, elementary, middle and high school. It excludes vocational, trade, or boarding schools, colleges or the offering of group instruction within a residence.

The Town Board unanimously agrees to the above revision.

- Item 16. Amend the definition of Shed by removing the listed dimensions.
A small enclosed building used for storage, and not intended for habitation.

The Town Board unanimously agrees to the above revision.

- Item 17. Correct the reference to code section where fees are defined. Revise from (page 36) to (page 38).

The Town Board unanimously agrees to the above revision and to remove the fee schedule from the Zoning Ordinance. The fee schedule should be referred to as a separate document.

- Item 18. Remove the requirement for a public hearing when removing a member of the ZBA or Planning Board.
(page 45) The Town Board shall have the power to remove any member of the Zoning Board of Appeals for cause or for noncompliance with the minimum requirements set forth below.
(page 49) The Town Board shall have the power to remove any member of the Planning Board for cause or for noncompliance with the minimum requirements set forth below.

The Town Board unanimously agrees to the above revision.

- Item 19. Remove the 75% meeting attendance requirement by ZBA or Planning Board members.

The Town Board unanimously agrees to the above revision.

- Item 20. Change responsibility for Site Plan Review from Town Board to Planning Board.
The Planning Board shall have the power and duty to consider and may approve preliminary and final subdivision plats showing lots, blocks or sites, as specified in the Town's Subdivision Regulations. The Planning Board shall have the power and duty to consider and may approve site plans.

The Town Board unanimously agrees to the above revision.

- Item 21. Correct an error in Article IV, make it consistent with Article II. Change fine of \$250 to \$250/day.
(page 52) -- Except as otherwise set forth in this Code, any violation of this Code shall constitute an offense, punishable by a fine of up to \$250.00 per day, or imprisonment for a period of up to six (6) months, or both. Each day for which such violation occurs shall constitute a separate offense. In addition, the Town may pursue such other remedies as provided by law to abate any violation.

The Town Board unanimously agrees to the above revision.

- Item 22. Add Solar Energy Conversion Systems (Pole Mounted) to list of uses permitted by Special Permit in all districts to be consistent with NY State's focus on Solar Energy. (Note, no detail added yet.) Site Plan Review required in all districts.
*(pages 56, 58 and 59) – "Solar Energy Conversion Systems (Pole Mounted)**" to each of the following:*
- Residential/Agricultural District
 - Otisco Lake District
 - Skaneateles Lake District

The Town Board unanimously agrees to the above revision.

- Item 23. Add General Requirements section to clarify intent of the law; renumber the remainder of the Article accordingly.

(page 68-69) – 7.1 General Requirements: Except as hereinafter provided:

- A. *No building, structure or land shall hereafter be used or occupied, and no building or structure or part thereof shall hereafter be erected, constructed, reconstructed, moved or structurally altered unless in conformity with all of the regulations herein specified for the district in which it is located.*
- B. *No building or structure shall hereafter be erected or altered to exceed the height; to accommodate or house a greater number of dwelling units; to occupy a greater percentage of lot area; or to have narrower or smaller rear yards, front yards, side yards or other open spaces than are herein specified for the district in which it is located or in regulations applicable to all districts.*
- C. *No part of a yard or open space required about any building or structure for the purpose of complying with this code shall be included as part of a yard or open space similarly required for another building or structure.*
- D. *Uses not permitted. All uses not specifically permitted in a district by right or permitted upon issuance of a site plan or special permit approval shall be deemed prohibited in that district. A use not clearly addressed by this code may have its status determined by an interpretation of the Zoning Board of Appeals, or may be added to the Zoning Code by adoption of a text amendment by the Town Board.*
- E. *Existing buildings and uses. This code shall not apply to an existing building or structure, nor to the existing use of any building, structure or land to the extent it was legally established or legally used at the time of enactment of this code. The terms of this code shall apply to any subsequent change in use, alterations, extension or movement of a building or structure and to any change in use of land.*
- F. *Types of zoning reviews. For purposes of general understanding, a permitted use or structure is allowed in a zone district and does not require discretionary review or approval by any Town board. Permitted uses may require a building permit or certificate of occupancy for certain activities. A variance is a waiver of the applicable use or dimensional controls and requires Zoning Board of Appeals approval. Site plan or special permit reviews are for uses or structures which are allowed, but, due to their nature, necessitate discretionary Board review; such review includes but is not limited to elements of size, site design, intensity of use and character.*
- G. *Changes in use (changes in land use). Properties and structures are anticipated by this code to periodically change. Changes in ownership or simple occupancy will not normally require Zoning Code review or approval if there are no accompanying physical changes and if there are no changes in land use. A change in land use is a change from one land use to another as defined in this code. (Examples include: a retail store changed to an office; a warehouse changed to a wholesale use.) Changes in land use require review and approval as required by this code as if there was new or modified construction.*

- Item 24. Move section on Greenhouses to a more logical location.
 7-12.B: Greenhouses (no change to text, only location)

The Town Board unanimously agrees to the above revision.

- Item 25. Remove paragraph prohibiting accessory buildings in front yards to enable flexibility for property owners. (Article VII: Regulations Applicable to All Zoning Districts 7-11.A. (2)

The Town Board unanimously agrees to the above deletion.

- Item 26. Add Bacon Hill HOA to list of subdivisions where single wide manufactured homes are not allowed

The Town Board unanimously agrees to strike this from consideration with a request for Town Attorney to review the original wording.

- Item 27. Within Article IX, clarify intent of Nonconforming uses, buildings and lots.

92. Alteration or Extension

- A. *A structure, use or lot that does not conform to the regulations of this Law shall not be altered, reconstructed, extended or enlarged, except in accordance with the following provisions:*
 - (1) *Such alteration or extension shall be permitted only upon the same lot as in existence at the date the structure or use became nonconforming.*
 - (2) *Any increase in square footage, volume, area or extent of the nonconforming structure(s) or use shall not exceed an aggregate of more than 25% in the RA District or more than 10% in the OL and SL Districts during the life of the nonconformity.*
 - (3) *Any alteration, reconstruction, extension or enlargement of any structure shall comply with all setback requirements for that particular district.*

The Town Board unanimously agrees to the above revision.

- Item 28. Within Article XIV, amend wording to make it consistent with Article III by replacing “Town Board” with “Planning Board”, except in the final paragraph where Planning Board and Zoning Board of Appeals share coordination responsibility.

(pages 115-122)

Replace ‘Town Board’ with ‘Planning Board,’ to fulfill responsibilities for Site Plan Review as designated in Article III: Boards

Change Section 1413 as follows:

Whenever the particular circumstances of a proposed development require compliance with either the special use permit procedure pursuant to Article VIII of this Code, or the Town’s subdivision regulations, the Planning Board and the Zoning Board of Appeals shall attempt to integrate, as appropriate, Site Plan Review as required by this section with the procedural and submission requirements for such other compliance.

The Town Board unanimously agrees to the above revision.

- Item 29. Appendices: Bulk Use Tables:

- *Add **pool** to list of permitted uses in R/A district*
- *Add **Solar Energy Conversion Systems** to list of uses permitted by Special Permit (Site Plan Review required)*
- *Add **Site Plan Review requirement to Commercial Dog Kennel***

The Town Board unanimously agrees to the above revision.

- Item 30. Miscellaneous Editorial Changes:

- *Replace “which” with “that” where grammatically appropriate*
- *Replace “principle with “principal” where intent is to describe something as a main or primary entity, and not a code or ethical standard*
- *Correct misspellings of words found as a result of MS Word spell check*
- *Correct spacing of words*
- *Revise Table of Contents to match new entries and page numbers*
- *Create index at end of document*

The Town Board unanimously agrees to accept the above revision.

RESOLUTION 32-2016

Zoning Revisions

On a motion by Councilor Fesko, seconded by Councilor Venezia the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved to approve the selected revisions as indicated above with review by the Town Attorney.
Supervisor Kozub called a short recess at 8:40 p.m. Meeting resumed at 8:50 p.m.

RESOLUTION 33-2016

Special Use Permit Application Review

On a motion by Supervisor Kozub, seconded by Councilor Dewitt the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved the Planning Board shall review all Special Use Permit Applications prior to submission to the Zoning Board of Appeals.

CELL PHONES

Supervisor Kozub recommended the Town pursue a contract for cell/smart phones for the Highway Superintendent and the Town Supervisor; such a contract would provide continuity for contacting these Town officers through any personnel changes. Councilor Dewitt obtained the following information: AT&T offers 200 minutes/data usage/250 texts per month with a \$34.99 per line monthly fee. Verizon, on the NY State bid contract, offers the same number of minutes/data usage and more texts per month for the same fee.

RESOLUTION 34-2016

Verizon Wireless Contract

On a motion by Supervisor Kozub, seconded by Councilor Fesko the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved to contract under NY State bid with Verizon Wireless for two cell/smart phones, one for the Highway Superintendent; one for the Town Supervisor.

RESOLUTION 35-2016

2016 AOTSNY Conference

On a motion by Councilor Fesko, seconded by Councilor Venezia the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved to authorize reimbursement to Supervisor Kozub for costs associated with attendance at the 2016 AOTSNY Conference.

RESOLUTION 36-2016

2016 AOTSNY BUSINESS MEETING DELEGATE

On a motion by Councilor Fesko, seconded by Councilor Dewitt the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved to designate Supervisor Kozub as the Town of Spafford Delegate to the 2016 AOTSNY Business Meeting being held at the 2016 AOTSNY Conference.

RESOLUTION 37-2016

Ethics Committee

On a motion by Councilor Fesko, seconded by Councilor Venezia the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved the Town of Spafford Ethics Committee shall consist of three members. *Ethics Committee members to be determined at the March 10, 2016 Town Board meeting.*

INSURANCE DEDUCTIBLES

Supervisor Kozub presented available amendments to two of the Town’s insurance policies that could provide a savings. The amendments are increases in the deductible amounts on the NYMIR package policy and the Liberty Inland Marine policy.

RESOLUTION 38-2016

Amend Insurance Deductibles

On a motion by Councilor Dewitt, seconded by Councilor Venezia the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved to approve the amending the NYMIR package policy #MPLTSPF001 and the Liberty Inland Marine policy #IM9800006 to increase the insurance deductibles.

2016 MOWING SPECIFICATIONS

A motion to accept the mowing specifications for the 2016 contract year as presented was made by Councilor Venezia, seconded by Councilor Fesko. A copy of the specifications are on file with the Town Clerk. The motion PASSED. AYES – 4, NAYS – 0.

ADVERTISE: MOWING CONTRACT BIDS

A motion to advertise for sealed bids for the 2016 Town of Spafford Mowing Contract was made by Councilor Fesko, seconded by Supervisor Kozub. Said bids to be opened at the March 10, 2016 Town Board meeting. The motion PASSED. AYES – 4, NAYS – 0.

GRANT OPPORTUNITIES

Supervisor Kozub reported he is working to wrap up the 2014 grant for Town Hall/Highway Garage renovations. Through communications with NY State Senator DeFrancisco’s office, Supervisor Kozub learned there is funding available for this year and a salt shed would be an eligible project. The Town Board approves pursuing this opportunity.

TRANSFER STATION MANAGER SALARY

The 2016 budget includes an annual salary of \$3,500 for the Transfer Station Manager. This salary was missed in the confirmation of salaries during the Organizational Meeting on January 5, 2016.

RESOLUTION 39-2016

Transfer Station Manager Salary

On a motion by Councilor Venezia, seconded by Councilor Fesko the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved to authorize the annual salary of \$3,500 to the Transfer Station Manager for administrative and managerial duties relating to the Town of Spafford Transfer Station.

SKANEATELES YMCA DAY PASS PROGRAM

In 2015 the Town of Spafford Recreation Committee negotiated with the Skaneateles YMCA (YMCA) to create a Day Pass Program for Town of Spafford residents. This Program allows the residents to obtain one individual or family day pass to the YMCA at no cost to the resident. The Town of Spafford will be charged by the YMCA a fee of \$10 per individual day pass and \$25 per family day pass for each pass redeemed at the YMCA.

RESOLUTION 40-2016

Skaneateles YMCA Day Passes

On a motion by Councilor Fesko, seconded by Councilor Venezia the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved to continue the Skaneateles YMCA Day Pass program for Town of Spafford residents through December 31, 2016.

EXECUTIVE SESSION

A motion was made at 9:15 p.m. by Councilor Fesko, seconded by Councilor Dewitt to enter into Executive Session to discuss the employment histories of applicants to the Planning Board and Zoning Board of Appeals. The motion PASSED. AYES – 4, NAYS – 0.

Councilor Fesko recused herself from the Executive Session during discussion of the Planning Board applicants. Councilor Fesko’s daughter is one of the applicants.

A motion to exit Executive Session was made at 9:25 p.m. by Councilor Venezia, seconded by Councilor Dewitt. The motion PASSED. AYES – 4, NAYS – 0.

ZONING BOARD OF APPEALS APPOINTMENT

A motion to appoint Patrick Strodel to the Zoning Board of Appeals effective immediately with the term of service to expire on January 15, 2018 was made by Councilor Dewitt, seconded by Councilor Fesko. The motion PASSED. AYES – 4, NAYS – 0.

SUB DIVISION/PLANNING BOARD APPOINTMENT

A motion to appoint Kimberly Brayman to the Sub Division/Planning Board effective immediately with the term of service to expire on January 15, 2018 was made by Councilor Venezia, seconded by Supervisor Kozub. The motion PASSED. AYES – 4, NAYS – 0.

MISCELLANEOUS ITEMS

- The Town Board approved continuing with a quarterly Town newsletter. Supervisor Kozub will coordinate production.
- The required annual safety training has not yet been completed by all Town employees/officers. Supervisor Kozub will obtain information related to conducting the training in-house.
- The Town Board agrees the Memorial Day Parade Committee should not be designated by the Town Board. Councilor Venezia has been involved with the committee in prior years and will coordinate with other Town residents for the parade planning.
- Audits of various Town officer cash records will be done by the following Town Board members:
 - Town Justice – Councilor Fesko
 - Tax Collector – Councilor Fesko and Councilor Randall
 - Town Clerk – Councilor Dewitt and Councilor Venezia

SPAFFORD AREA HISTORICAL SOCIETY POSTAGE

The Town of Spafford has budgeted \$500 towards postage for the Spafford Area Historical Society (SAHS). In return for this budget item, SAHS allows the Town of Spafford use of their bulk mail permit. In prior years, this amount was paid directly to the Postmaster; the last two years, at SAHS request, the money was paid directly to SAHS. SAHS treasurer Mary Bean was asked for input regarding this change. She explained the funds on account at the Post Office are more restrictive than before; paying the funds directly to SAHS allows for use of the money directly for stamps, post office box rental and other miscellaneous postal expenses.

RESOLUTION 41-2016

SAHS Postage

On a motion by Supervisor Kozub, seconded by Councilor Venezia the following resolution was PASSED. AYES – 4 Kozub, Fesko, Venezia, Dewitt
NAYS – 0

Resolved the payment of \$500 for postage to the Spafford Area Historical Society is to be made directly to the Spafford Area Historical Society.

ADJOURNMENT

A motion to adjourn the meeting at 9:45 p.m. was made by Councilor Fesko, seconded by Councilor Venezia. The motion was carried unanimously.

Respectfully submitted by,

Next meeting to be held
Thursday, March 10, 2016 @ 7 p.m.
@ Spafford Town Hall

Lisa M. Valletta
Town Clerk
Town of Spafford

*The March session will include:
A Public Hearing (Limestone Ridge, LLC)
A bid opening (2016 mowing contract)*