

Minutes of the Town of Sennett Town Board Meeting Held on Thursday, January 20, 2022, at 6:30 PM at the Sennett Town Office Building.

Members Present: Thomas Blair, Supervisor
Richard Gagliardi, Councilman
Michael Wellauer, Councilman
Edward Rizzo, Councilman
Robert Edmunds, Councilman

Also Present: Kathleen Salisbury, Town Clerk
Kristopher LaPointe, Highway Superintendent
Kristopher LaPointe, Water & Sewer Superintendent
Jerry VeVone, Codes/Fire Marshall
Cheri Major, Bookkeeper
Jeff Lowe, Assessor
Bill Feocco
John Komarisky, Fire Marshall
David Morris, Fire
Paul Chatfield, MRB Group
John Hinman, MRB Group
Ed Magdziak
Jerry Sankey

CALL TO ORDER - The meeting is called to Order by Supervisor Blair.

PLEDGE OF ALLEGIENCE - The meeting is opened with the pledge to the flag and a prayer by Supervisor Blair.

ROLL CALL - Town Clerk Salisbury opens the meeting with a Roll Call, Councilman Gagliardi, Councilman Wellauer, Councilman Rizzo, Councilman Edmunds and Supervisor Blair are present.

APPROVAL OF MEETING MINUTES - Meeting Minutes for December 30, 2021 are reviewed by the Board. Motion is made by Councilman Gagliardi to approve the December 30, 2021 minutes, seconded by Councilman Rizzo. All in favor. 5 ayes 0 nays 0 absent, carried. Meeting Minutes for January 6, 2022 organizational meeting are reviewed by the Board. Motion is made by Councilman Edmunds to approve the January 6, 2022 minutes, seconded by Councilman Wellauer. All in favor. 5 ayes 0 nays 0 absent, carried.

SCHEDULED SPEAKERS - Paul Chatfield from the MRB Group speaks to the new Board and gives an overview regarding the WD #1 project. As there were additional questions by the Board, a work session with Mr. Chatfield was scheduled for January 27, 2022. Supervisor Blair advises Water Districts #1 and #3 have an existing

grant that has not yet been disbursed and rural development loans for improvements of water lines and water tank. Mr. Chatfield distributed a map showing the overall system pressure zones, elevation, etc. to the Board.

PUBLIC BE HEARD - Motion is made by Councilman Wellauer to open the Public Be Heard period, seconded by Councilman Edmunds. All in favor. 5 ayes 0 nays 0 absent, carried. Fire Commissioner Chairman John Komarisky requests that the Fire Department be made aware of the water district project information and map presented by Mr. Chatfield. Any further requests should be made through the Town Clerk. With no further comments, a motion to close is made by Councilman Rizzo and seconded by Councilman Edmunds. All in favor. 5 ayes 0 nays 0 absent, carried.

DEPARTMENT REPORTS

- a. Town Clerk - Town Clerk Salisbury advised that the December, 2021 report was in the Board's meeting packet for their review. New emails have been set up for the Councilmen and the office hours will be 9am - 4pm.
- b. Highway Dept. - Highway Superintendent Kristopher L. LaPointe's report was in the Board's meeting packet for their review. In addition, Dumpster Days will be held in April, with a date to be determined and with the hopes of having tickets issued and limited to ease the process and lower the costs. The new snowplow truck is in and due to their back up, it should be delivered in May or June. Councilman Ed Rizzo is the liaison for the Highway Department.
- c. Water Dept. - Water Superintendent Kristopher A. LaPointe's report was in the Board's meeting packet for their review. He further advised that the new hire, Erik Withey, is working out great.
- d. Town Assessor - Assessor Jeff Lowe gave his report that it is exemption time and people are submitting their forms. The Cayuga County solar project has been on hold since September.
- e. Attorney - Attorney Rich Andino's report was provided to Supervisor and advised that the Cannabis Opt-Out period ends on January 31, 2022. If that ends without a petition, the referendum will end and the Opt-Out Law will go into effect. Governor Hochul extends remote meetings until February 14, 2022. With regard to the water project, Attorney Andino's office is waiting for the Panna easement.
- f. Fire District - Fire Commissioners Dave Morris and John Komarisky shared their report and advised they have 23 active members, 16 certified interior firefighters to go into burning buildings and 14 EMTs. In 2021, they responded to 411 alarms, setting a new record. They have two stations and continue to accept new members. Dave Morris will report each month. There are 911 signs for mailboxes so the fire department can find a location much easier in an emergency. The forms are located at the Town.
- g. Codes/Zoning Enforcement Officer - Codes Officer Tom Passarello is on vacation and will provide a report for the next meeting. It has been a very busy year. Zoning Officer Jerry VeVone reported that in Zoning and Planning, they are still working on Chipotle; the Tractor Supply Store is putting an addition on for a

greenhouse type structure; Fingerlakes Tire on Grant Ave should have a C of O within the next month or so.

- h. Planning Board - Chairman Bacon's report was provided by PB Liaison Councilman Gagliardi and reported that Chairman Bacon would like to nominate Pat Leamy to be the Cayuga County Planning Board Representative and Pat has agreed to accept the position. The project they are currently working on is on Turnpike Road and sketch plan review for Chipotle in Staples Plaza. The next Planning Board meeting is February 6, 2022.
- i. Dog Control Officer - No report as Supervisor Blair is still trying to connect with them.
- j. Bookkeeper - Bookkeeper Cheri Major reported that she is still closing December. Sales tax received in 4th quarter was more than normal and almost \$1.5 million for the year. When there is a good quarter for sales tax and there is an overage, it goes into the general fund which can be used to transfer to a reserve account or the general fund account. The Town ended the year in a positive position with a surplus.
- k. Committees - We are still looking for volunteers for the various committees we are looking to fill.

Supervisor Blair advises all departments have a Town Board liaison that are designed to assist and report to the Town Board what is happening in the Departments.

- Councilman Ed Rizzo is the liaison to the Highway Department and Water Department.
- Councilman Wellauer is the liaison to the ZBA and the Zoning/Code Enforcement Department.
- Councilman Bob Edmunds is liaison to the Board of Assessment Review, Assessor and Town Clerk.
- Councilman Gagliardi is the liaison to the Justice Court system and Planning Board.
- Supervisor Blair has the Owasco Lake Watershed and other committees.

OLD BUSINESS

- Website bids - We have bids from Northshore Solutions and Fingerlakes1. There are funds available for the website upgrade. After review of the bids, a motion is made by Councilman Edmunds to accept the Northshore Solutions bid, seconded by Councilman Rizzo. All in favor. 5 ayes 0 nays 0 absent, carried.
- Town Hall security camera project - Councilman Edmunds is obtaining quotes and gathering further information.
- Town Lighting replacements - Waiting to hear from the vendor regarding the LED swap outs. Councilman Rizzo will follow up on this.
- Consulting attorney contracts - The Board is in possession of contracts for Costello, Cooney & Fearon, PLLC and Dominic Giacona who were already appointed on January 6, 2022. A motion is made by Councilman Wellauer to allow Supervisor Blair to sign the attorney contract for town counsel and ZBA counsel for Costello, Cooney & Fearon, PLLC, seconded by Councilman Gagliardi.

All in favor. 5 ayes 0 nays 0 absent, carried. As previously discussed, any projects outside the norm, such as side projects, etc., Mr. Giacona would propose to be paid an hourly rate, over and above the set flat fees currently in place. A motion is made by Councilman Edmunds to allow Supervisor Blair to sign the attorney contract as long as the agreement contains same verbiage as previously discussed for planning board counsel for Dominic Giacona, seconded by Councilman Rizzo. All in favor. 5 ayes 0 nays 0 absent, carried.

- Animal Control Officer contract - There are questions regarding fees and until we speak with Mr. Collier and he provides a monthly report, we will hold off on signing the contract until we speak with him.
- Consulting engineer contracts - MRB Group was appointed Town Board and Planning Board Engineers in January based on a fee schedule. Mr. Chatfield does not have a consulting agreement or letter of engagement. He only provides their fee schedule and that's what they use. Based on that, there is no further action needed.

NEW BUSINESS

- Town Hall capital needs - A list was provided by Deborah French with deferred maintenance items. As Councilman Rizzo is the liaison for the highway department, he and Supervisor Blair will go around Town Hall and see what maintenance needs to be done and will report back to the Board with recommendations.
- Town signage - the entrances to the town signs may need to be freshened up, as well as our front bulletin board (Town Clerk will be updating the Board). The "Entering the Town" signs are old and inexpensive, but they do the trick, they can be upgraded if the Board so decides at a later date.

SUPERVISOR CORRESPONDENCE/REPORT -

- DASNY - There is a dormitory grant for the park of \$75,000 and received approval on January 19, 2022. We have documents to sign and then we should receive the money within about six months. As there are already \$66,000 in costs (leaving \$9,000) and the previous board also approved another \$75,000 for the Park under the American Recovery Act.
- ZBA chair - The Chair could not return, so an alternate was moved up, leaving no alternates on the ZBA. The position will be advertised for a new member. As Patrick Leamy was nominated by Jeremy Bacon to be the Cayuga County Planning Board representative, Supervisor Blair requests the Town Board to confirm this at the Town Board and appoint Mr. Leamy the County Planning Board representative. A motion to appoint Mr. Leamy as the County Planning Board rep is made by Councilman Gagliardi and seconded by Councilman Edmunds. All in favor. 5 ayes 0 nays 0 absent, carried.
- ARPA Funds - The money from the ARPA funds will need to be spent by 2024. The capital projects we have discussed and are being undertaken qualify under the new guidelines.

- Website design - Information will need to be provided to Northshore Solutions for a website design and a logo.
- Meeting room AV has been completed. Remote capabilities, speakers, camera.
- All future meetings for ZBA and Planning Board will be virtual as well and recording online for public view.
- Social media and policy - There is a Facebook page - Town of Sennett NY. A policy may need to be adopted in the near future. Further discussion on liability.
- Municipal Finance seminar documents are available from the Supervisor.
- Association of Town's delegate will be Councilman Rizzo. A motion was made by Councilman Gagliardi and seconded by Supervisor Blair to appoint Councilman Rizzo. All in favor. 5 ayes 0 nays 0 absent, carried.
- Water District #7 - Notice was received from the Town of Skaneateles of their rate increase starting March 2022 from \$4.26 per 1,000 gallons to \$6.05 per 1,000 gallons. It is their first increase since 2010.
- AED Training - Councilman Wellauer is currently certified. Supervisor Blair will go to the upcoming training.
- NYMIR insurance renewals - premiums are due and the policy is available for the Board's review.
- Town Employee IDs for Kris and Erik will be provided by APD as they need to go into homes to replace water meters.
- Nameplates have been ordered.

EXECUTIVE SESSION (IF NECESSARY) - NONE

PAYMENT OF MONTHLY BILLS - The Board members have reviewed the vouchers. Motion made by Councilman Rizzo and seconded by Councilman Wellauer to pay the monthly bills. Roll call vote:

Councilman Richard Gagliardi	Yes
Councilman Michael Wellauer	Yes
Councilman Edward Rizzo	Yes
Councilman Robert Edmunds	Yes
Supervisor Thomas Blair	Yes

MOTION TO ADJOURN MEETING - Motion to adjourn was made by Councilman Edmunds, seconded by Councilman Gagliardi. All in favor.

Respectfully submitted,

Kathleen Salisbury, Town Clerk
Town of Sennett