

Minutes of the Town of Sennett Town Board Meeting Held on Thursday, February 15, 2024, at 6:30 PM at the Sennett Town Office Building.

Members Present: Thomas Blair, Supervisor
James Vivenzio, Councilman
Michael Wellauer, Councilman (Excused)
Edward Rizzo, Councilman
Kristopher LaPointe, Councilman

Also Present: Bill Perkins, Acting Highway Superintendent
Kristopher LaPointe, Water & Sewer Superintendent
Cheri Major, Bookkeeper
Harold Gilfus, Code Enforcement Officer
Kathleen Salisbury, Town Clerk

Residents: Bill Feocco, Hayden Hares, Brandon LaSagna, Jim Jeffers,
Jerry & Cathy Sankey, Tim & Kathy Major
Kari Terwilliger, Cayuga County Planning Department

Remotely: Richard J. Andino, Esq.
Greg Hotaling, MRB
JB - Guest

CALL TO ORDER - The meeting is called to Order at 6:30 p.m. by Supervisor Blair.

PLEDGE OF ALLEGIANCE - The meeting is opened with the pledge to the flag, followed by a prayer by Supervisor Blair.

ROLL CALL - Town Clerk Salisbury opens the meeting with a Roll Call, Councilman Vivenzio, Councilman LaPointe, Councilman Rizzo, and Supervisor Blair are present. Councilman Wellauer is excused.

APPROVAL OF MEETING MINUTES - Meeting Minutes for January 18, 2024 are reviewed and approved by the Board, motion made by Councilman Rizzo and seconded by Councilman Vivenzio; 3 ayes 0 nays 1 absent 1 abstain (did not review). Carried.

PUBLIC HEARING - NONE

SCHEDULED SPEAKERS

1. Kari Terwilliger, County Planning - Ms. Terwilliger advised the Board that the Local Law A-2024 Introductory Resolution and SEQR for the Adoption of Zoning Amendments to the Town of Sennett Zoning Law, Initiation of the SEQRA Process, and Referral to the Cayuga County GML 239- L, M & N Review Committee was in their packets and gave a summary of the documents. Local Law A Introductory Resolution is included at the end of the minutes. A motion is made by Councilman Rizzo, seconded by Councilman LaPointe to introduce Local Law A-2024.

4 ayes 0 nays 1 absent. Carried.

Ms. Terwilliger will submit the GML 239 Referral to the County.

2. Vince Ryan, Keplinger Freeman – Town Park – Not present.
3. Greg Hotaling, MRB – Mr. Hotaling went over the GIS Mapping proposal. After discussion, a motion is made by Councilman Rizzo, seconded by Councilman LaPointe to accept the GIS Mapping Services proposal in an amount not to exceed \$46,830.00 to be paid out of the WD #1&3 capital project expenses.

With no further discussion, a roll call vote is taken:

Roll call vote:

Councilman Vivenzio	Yes
Councilman Wellauer	Absent
Councilman Rizzo	Yes
Councilman LaPointe	Yes
Supervisor Blair	Yes

Motion carried. 4 ayes 0 nays 1 absent

Supervisor Blair advises the Hospitality Water District Preliminary Engineering Report will be discussed at a future date as more information is needed.

PUBLIC BE HEARD – Motion is made by Councilman Vivenzio to open the Public Be Heard Period, seconded by Councilman LaPointe. 6:52pm All in favor. 4 ayes 0 nays 1 absent, carried.

Jim Jeffers advised through personal observations, that the Board should consider that the park bathrooms be locked at certain hours and monitored due to potential past drug activity in the area. In addition, additional research should be conducted regarding the dog park and potential liability if an incident occurs. With regard to the Highway Superintendent position, will the position be up for election in November of this year? Supervisor Blair advises that it will be on the ballot in November.

With no further public comments, a motion to close is made by Councilman LaPointe and seconded by Councilman Rizzo. 6:57pm All in favor. 4 ayes 0 nays 1 absent, carried.

DEPARTMENT REPORTS

- a. **Attorney** – Attorney Andino advises the proposed solar law – Local Law B-2024, A Local Law to Amend the Zoning Law of the Town of Sennett with Regard to Existing Article XI-A (Solar Energy Systems) and to Add a New Article XI-B (Solar Energy System Overlay District) Regulating Solar Power and Energy Systems in the Town, is in the Board’s packet.

A motion is made by Councilman LaPointe, seconded by Councilman Vivenzio. 4 ayes 0 nays 1 absent. Carried.

Local Law B Introductory Resolution is included at the end of the minutes.

He continues to conduct research with regard to the Sennett Meadows resident age limit.

- b. **Bookkeeper** - Bookkeeper Major advised that the 4th quarter sales tax was received. The 2022 audit is now complete. The 2023 audit will be a review.
- c. **Planning Board** - Councilman Rizzo advised, on behalf of Chairman Edmunds, that at the PB February meeting, they have been working on a site plan review for Crane Storage on Route 5, site plan review for County House Road kennel, proposed Honda Relocation at 346 Grant Avenue Road.
- d. **Codes/Fire Marshal** - Code Enforcement Officer Gilfus advised his January report was in the Board's packet. Issued 2 permits, 2 year to date. 3 inquiries. 2 Certificates of Compliance. He has been following up on previously issued permits. The restaurant, At Long Last, is officially open for business. Mr. Gilfus advised Phase 1 (slabs) of the Digester Project is complete, equipment is next phase. A discussion is held regarding whether the Digester is complying with all Sennett regulations, as the property is owned by an "agency." Mr. Gilfus advises they are.
- e. **Zoning Enforcement Officer** - Councilman Vivenzio read the report of Zoning Officer Vevone.
- f. **Assessor** - Councilman LaPointe read the report of Assessor Lowe who has been working on processing exemptions, renewals, meeting with residents regarding same and mailing out additional reminder letters. Recent property transfer listings have been reviewed for inventory accuracy.
- g. **Fire Dept.** - There was no report from the Fire Department. Supervisor Blair advised he continues to work with the fire department regarding ambulance services.
- h. **Highway Dept.** - Acting Highway Superintendent Bill Perkins advised his report was in the Board's packet. The gutters and down spouts were installed on the salt barn. They have been busy plowing, salting, and continuing storm brush cleanup. The brush pile has been ground. Mr. Perkins presented the Board with bids for a new 2024 John Deere Loader 10-wheeler (sell the forklift) and a new 2025 Western Star Dump Truck with a 16 ft body package. Supervisor Blair advises the Board will need to review the documents and put on the agenda for next month.
- i. **Water Dept.** - Water Superintendent Kristopher A. LaPointe's report was in the Board's meeting packet for their review. In addition, Mutton Hill is complete and all nine residents are on public water. A draft RFP was provided by Seth Jensen with regard to water and sewer rate studies.
- j. **Town Clerk** - Town Clerk Salisbury advised the January 2024 monthly report was in the Board's meeting packet for their review. Fees received of \$7,412.50 for 5 dog licenses, 3 building permits, 2 death certificate copies, and 2 site plan reviews, with the amounts disbursed to the Supervisor in the amount of \$7,407.50 and \$5.00 to the NYS Animal Population Control Program.
- k. **Dog Control Officer** - There was no report from the dog control officer.
- l. **Committees**
 - *Parks & Rec* - Councilman Rizzo advised the Park Committee recently met with the architects regarding the restrooms. Also, he would like to order the equipment from Parkitects in the amount of \$75,186.00 and use the funds

from the money previously allocated by the prior board. There is only one weekend available in June for installation, June 14-16.

- *Veteran Affairs* - The office is complete. A ribbon cutting will be scheduled for a later date. The quotes for the memorial flags and pole will be in shortly.
- *Historian* - The office is complete, and work has begun.

OLD BUSINESS

- Town Records Project update - Supervisor Blair read the Resolution prepared by MRB to be included with the records digitization grant they are working on for the Town. Resolution is included at the end of the minutes. A motion is made by Councilman LaPointe, seconded by Councilman Vivenzio to authorize the signing of the Resolution allowing MRB to file the grant application.
- E-Code 360 codification project status - meeting to be scheduled at a later date to move forward
- Veteran Affairs/Historian Office project update (ribbon cutting) - Ribbon Cutting ceremony will take place on March 19, 2024 from 10am-11am. A Press Release will be sent to the newspaper.
- Water & Sewer Rate studies - covered earlier
- Salt Barn (final closeout status) - covered earlier, final payment will be made and a lien release will be requested.
- Town Hall capital needs (Ed Rizzo) - in progress
- Town branding & marketing project (Jim Vivenzio) - discuss later and will put in newsletter asking for Town input
- Town Employee Handbook review (Kris LaPointe) - Councilman LaPointe provided an update.
- Vehicle and Traffic Safety Signs status (roll out status) - All four traffic signs are out and running. It was discussed to relocate the mobile signs every two months to different areas of the Town.
- Out of district Water and Sewer User Agreement - Vitale - Complete on our end. Agreements have been sent for filing with the County. Ok to remove from future agendas.
- New Insurance Plans for Town Retirees, 65 and older - the new Plan for retirees is in effect. Supervisor Blair will contact Mr. Chamberlain to inquire whether Mr. Feocco can stay on the current retiree MVP Plan.
- Possible updates to Subdivision Law re: water/wells - Supervisor Blair will speak with Ms. Terwilliger regarding this at a later time.
- Civil Service updates (Michael Wellauer) - Supervisor Blair advises that he, Councilman Wellauer, Water Superintendent LaPointe and Bookkeeper Major recently had a meeting to update the Town's roster and current and

outdated positions.

- AED purchases/replacements (Michael Wellauer) – Supervisor Blair advises Councilman Wellauer has presented an estimate from Stryker for replacing the AED for the Town. In order to proceed with this estimate, the prior resolution will need to be rescinded.

A motion is made by Supervisor Blair, seconded by Councilman Rizzo to rescind the previous resolution in the amount of \$1,568.00 and to authorize the purchase of a new LifePak CR2 AED and case from Stryker in an amount not to exceed \$2,783.54.

With no further discussion, a roll call vote is taken:

Roll call vote:

Councilman Vivenzio	Yes
Councilman Wellauer	Absent
Councilman Rizzo	Yes
Councilman LaPointe	Yes
Supervisor Blair	Yes

Motion carried. 4 ayes 0 nays 1 absent

NEW BUSINESS - NONE

SUPERVISOR CORRESPONDENCE/REPORT -

EXECUTIVE SESSION (IF NECESSARY) - NONE

PAYMENT OF MONTHLY BILLS - Vouchers – Motion by Councilman Rizzo, seconded by Councilman LaPointe to pay the vouchers with three or more signatures. With no further discussion, a roll call vote is taken:

Roll call vote:

Councilman Vivenzio	Yes
Councilman Wellauer	Absent
Councilman Rizzo	Yes
Councilman LaPointe	Yes
Supervisor Blair	Yes

Motion carried. 4 ayes 0 nays 1 absent

MOTION TO ADJOURN MEETING – Motion to adjourn was made by Councilman LaPointe, seconded by Councilman Vivenzio. All in favor. 8:21 p.m.

Respectfully submitted,

Kathleen Salisbury, Town Clerk
Town of Sennett

RESOLUTION #001-2-15-2024:

A Local Law to Amend the Zoning Law of the Town of Sennett Relative to Updating and Creation of New Regulation within the Hospitality-Lodging Overlay District in the Town.” Said Local Law, if enacted, will repeal the entirety of Town of Sennett Local Law No. 2-2017 (“A Local Law to Amend the Zoning Law of the Town of Sennett (Local Law No. 7-2014) to Amend Article V, Section 504, Section 505, and Add a New Section 506 (“Hospitality-Tourism District Design Standards

DECLARATION OF INTENT THAT THE TOWN BOARD OF THE TOWN OF SENNETT BE LEAD AGENCY FOR ENVIRONMENTAL REVIEW OF LOCAL LAW #A OF 2024 ADOPTION OF ZONING AMENDMENTS TO THE TOWN OF SENNETT ZONING LAW, INITIATION OF THE SEQRA PROCESS, AND REFERRAL TO THE CAYUGA COUNTY GML 239- l, m & n REVIEW COMMITTEE

WHEREAS, the Town Board of the Town of Sennett (“Town”) tasked an Ad-Hoc Committee (“Committee”), with the assistance of the Cayuga County Department of Planning and Economic Development (“CCPED”), to review and prepare amendments to the Village of Aurora Zoning Law (“Law”) to better align the purpose of and uses within the overlay district with the community’s goals and future land use vision for this specific area of the Town; and

WHEREAS, these new zoning amendments will be adopted by the Town as a Local Law (“the Law”) and the Town wishes to consider adoption of the Law; and

WHEREAS, the Town, in considering adoption of the Law, is required to comply with the requirements of Article 8 of the New York State Environmental Conservation Law, known as the State Environmental Quality Review Act, and regulations at 6 NYCRR Part 617 adopted thereunder (collectively, "SEQRA"); and

WHEREAS, the adoption of a Local Law is a Type I Action under SEQRA and as provided in 6 NYCRR §617.4(b)(1), which requires the preparation of Part 1 of a Full Environmental Assessment Form (“Full EAF”) and a coordinated environmental review among all Involved Agencies; and

WHEREAS, the Town is the only Involved Agency under SEQRA for adoption of the Law; and

WHEREAS, SEQRA requires that a Lead Agency be designated to conduct the environmental review for adoption of the Law; and

WHEREAS, the Town has prepared a Full EAF Part 1; and

WHEREAS, the Town, in adopting the Law, must refer the proposed amendments to Cayuga County for review of countywide or intermunicipal impacts pursuant to §239-l and §239-m of New York State General Municipal Law; now therefore, be it

RESOLVED, by the Town Board of the Town of Sennett as follows:

1. The Town Board declares its intent to be Lead Agency under SEQRA for the purpose of environmental review of adoption of the Law;
2. The Town Supervisor is authorized and directed to sign the verification on page 13 of the Full EAF Part 1, thereby completing Part 1;
3. The Town Clerk is authorized and directed to deliver a true copy of the proposed Law to the Cayuga County Department of Planning and Economic Development for referral in accordance with General Municipal Law §239-l, m & n;
4. This resolution shall take effect immediately.

I HEREBY CERTIFY, THAT I HAVE COMPARED THE FOREGOING COPY OF A RESOLUTION DULY PASSED AND ADOPTED BY THE TOWN OF SENNETT TOWN BOARD AT A MEETING HELD ON THE 15TH DAY OF FEBRUARY 2024 WITH THE ORIGINAL RESOLUTION, AND THAT THE SAME IS A TRUE AND CORRECT COPY AND TRANSCRIPT THEREOF, AND THE WHOLE THEREOF.

/s Kathleen Salisbury

Clerk, Town of Sennett

DATED: February 15, 2024

RESOLUTION #002-2-15-2024:

A Local Law to Amend the Zoning Law of the Town of Sennett with Regard to Existing Article XI-A (Solar Energy Systems) and to Add a New Article XI-B (Solar Energy System Overlay District) Regulating Solar Power and Energy Systems in the Town

**TOWN OF SENNETT
TOWN BOARD RESOLUTION**

February 15, 2024

LOCAL LAW NO. B-2024

(“A Local Law to Amend the Zoning Law of the Town of Sennett with Regard to Existing Article XI-A (Solar Energy Systems) and to Add a New Article XI-B (Solar Energy System Overlay District) Regulating Solar Power and Energy Systems in the Town”)

Councilor LaPointe introduced proposed Local Law No. B-2024, titled “A Local Law to Amend the Zoning Law of the Town of Sennett with Regard to Existing Article XI-A (Solar Energy Systems) and to Add a New Article XI-B (Solar Energy System Overlay District) Regulating Solar Power and Energy Systems in the Town,” and made the following motion, which was seconded by Councilor Vivenzio:

WHEREAS, proposed Local Law No. B-2024 has been introduced and will be considered for enactment pursuant to the provisions of the Municipal Home Rule Law and Town Law; and

WHEREAS, Volume 6 N.Y.C.R.R., Section 617 of the Regulations relating to Article 8 of the New York State Environmental Conservation Law, requires that as early as possible in the consideration of a proposed action, an involved agency shall make a determination whether the action is subject to the aforementioned law; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of a local law in the Town of Sennett, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQR) with respect to the proposed enactment of said Local Law, with the result that the Town Board shall act as lead agency in this matter; and

WHEREAS, the adoption to said Local Law is a Type I Action for purposes of environmental review under SEQR; and

WHEREAS, the Town Board has determined that a Full Environmental Assessment Form (EAF) shall be required in connection with this matter; and

WHEREAS, the said EAF has been prepared and has been reviewed by the Town Board; and

WHEREAS, the Town Board has considered the adoption of said Local Law, has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may be reasonably expected to result from the adoption of said Local Law against said criteria.

NOW, THEREFORE, it is

RESOLVED AND DETERMINED that the enactment of proposed Local Law No. B-2024 is a Type I action, there are no other involved agencies and this Board shall act as Lead Agency in this matter for purposes of SEQRA review; and it is further

RESOLVED AND DETERMINED that after a careful review of Part II of the Full Environmental Assessment Form submitted in this matter, the Town Board has determined this action shall have no adverse impact on the environment; that accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQRA; and it is further

RESOLVED AND DETERMINED that the reasons supporting the foregoing Negative Declaration are as follows:

1. If adopted, proposed Local Law No. B-2024 will provide additional amended regulations to permit and further regulate the construction of solar energy systems in the Town of Sennett in a manner that preserves the health, safety and welfare of the Town while also facilitating the production of renewable energy;
2. In reviewing and regulating the placement and use of solar energy systems, the Town has recognized that a carefully coordinated land use approval process will be undertaken by the Town prior to any approval of a solar energy system and includes the requirement of a Solar Energy System Overlay District zone change in the discretion of the Town Board followed by site plan and special use permit approval from the Planning Board for larger solar energy systems;
3. In regulating the placement and use of solar energy systems, the Town proposed regulations are designed to minimize the impact of such uses on the environment and surrounding properties while encouraging appropriate placement of those solar energy systems in the proper circumstances;
4. The regulations are designed to lessen impacts of solar energy systems on environmental resources, such as important agricultural lands, forests, wildlife, wetlands and other protected resources;
5. While it is recognized solar energy systems may be perceived to be aesthetically detrimental to surrounding properties in some instances, especially residential neighbors, the proposed regulations provide for aesthetic impacts to be considered in the review process and further provide for tools available to the permitting board to mitigate impacts;
6. This local law seeks to accommodate public demand for solar energy systems, while minimizing potential adverse impacts upon neighboring uses;
7. Aesthetic impacts will be reduced as a result of this Local Law which imposes various site requirements upon these facilities, including screening, height limitations, separations, design, proliferation, landscaping, lighting, utility services, setbacks, visibility and others;
8. The proposed regulations also require the preparation and submission of an Operations and Maintenance Plan and a Decommissioning Plan with appropriate security for larger solar energy systems;
9. Enactment of proposed Local Law No. B-2024 will be more protective of the environment than the absence of such regulations on the solar energy systems;
10. Proposed Local Law No. B-2024 seeks to minimize aesthetic and other impacts of such uses on their neighbors, and as such, its adoption will have no significant effect on land use, air or water quality, traffic, solid waste production, drainage, animal or vegetation life; will not attract numbers of

people to the Town; will not create any conflict with the Town’s plans or goals; will not impair the character of any community or neighborhood resource; will not create any health hazard; will not result in any change in energy use; and will not create any demand for other action which would result in the above consequences; and it is further

RESOLVED AND DETERMINED that this Board adopts the Negative Declaration incorporated herein and instructs counsel to make the required filing and publication of same; and it is further

RESOLVED AND DETERMINED, that the Town Board shall conduct a public hearing as to the enactment of proposed Local Law No. B-2024 at the Town Hall located at 6931 Cherry Street Road, Auburn, New York 13021 on March 21, 2024 at 6:30 p.m., or as soon thereafter as the matter can be heard, at which time all persons interested in the subject shall be heard.

The question of the adoption of the foregoing resolution was duly put to a vote and upon roll call, the vote was as follows:

Thomas Blair	Supervisor	Voted	Yes
Kris LaPointe	Councilor	Voted	Yes
Ed Rizzo	Councilor	Voted	Yes
Jim Vivenzio	Councilor	Voted	Yes
Michael Wellauer	Councilor	Voted	Absent

The foregoing resolution was thereupon declared duly adopted.

DATED: February 15, 2024

CERTIFICATE

STATE OF NEW YORK)

COUNTY OF CAYUGA)

I, the undersigned Town Clerk of the Town of Sennett, Cayuga County, New York, **DO HEREBY CERTIFY:**

That I have compared the foregoing Resolution with the original thereof on file in the Office of the Town Clerk of the Town of Sennett, and that the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Board had due notice of said meeting and that, pursuant to Section 103 of the Public Officers Law, said meeting was open to the general public.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Town on February 15, 2024.

/s/ Kathleen Salisbury

KATHLEEN SALISBURY
Town Clerk

(SEAL)

RESOLUTION #003-2-15-2024:

**TOWN OF SENNETT
TOWN BOARD RESOLUTION**

February 15, 2024

RESOLUTION SUPPORTING A TOWN GRANT APPLICATION TO THE NEW YORK STATE ARCHIVES 2024-2025 LOCAL GOVERNMENT RECORDS MANAGEMENT IMPROVEMENT FUND PROGRAM FOR DOCUMENT CONVERSION AND ACCESS OF BUILDING AND CODES DEPARTMENT RECORDS.

WHEREAS, the Sennett Town Board fully supports the submission of a 2024-2025 Local Government Records Management Improvement Fund grant application to New York State Archives through the category of Document Conversion and Access for improved management of Town Building and Codes Department records; and

WHEREAS, this competitive grant program provides funds to help local governments enhance records management programs, a priority for the Town of Sennett, which will assume primary responsibility for the ongoing implementation of the improved records management program on a long-term continuing basis, and

WHEREAS, the Town of Sennett recognizes and maintains Kate Salisbury as the Records Management Officer and Records Access Officer, as resolved at the January 4, 2024 Organizational Town Board Meeting, and

WHEREAS, the Town of Sennett utilizes and formally adopted the Records Retention and Disposition Schedule LGS-1 on September 17, 2020 and

WHEREAS, the Town will contract with a consultant to perform a scanning and indexing of paper records and integration of those records into the new electronic content management system.

THEREFORE BE IT RESOLVED, that the Town Supervisor is hereby authorized and directed to file an application with New York State Archives for a 2024-2025 Local Government Records Management Improvement Fund grant, is directed to fulfill agency requirements with the State, implement the records management improvement project, and maintain the results of the grant project over the long term by allocating Town resources for continued comprehensive management of such records, and

BE IT FURTHER RESOLVED, that the Consultant will provide document preparation, scanning, and indexing of large format map and plan documents,

BE IT FURTHER RESOLVED, that the Town Board recognizes and fully supports the submission of a 2024-2025 Local Government Records Management Improvement Fund grant application.

Motion by: Councilman LaPointe

Seconded by: Councilman Vivenzio

The question of the adoption of the foregoing resolution was duly put to a vote, the vote was as follows:

James Vivenzio	Councilor	Voted	Yes
Edward Rizzo	Councilor	Voted	Yes
Councilman LaPointe	Councilor	Voted	Yes
Thomas Blair	Supervisor	Voted	Yes
Michael Wellauer	Councilor	Absent	Absent

The foregoing resolution was thereupon declared duly adopted.

DATED: February 15, 2024

DRAFT

CERTIFICATE

STATE OF NEW YORK)
COUNTY OF CAYUGA)

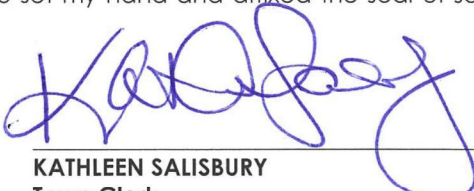
I, the undersigned Town Clerk of the Town of Sennett, Cayuga County, New York,

DO HEREBY CERTIFY:

That I have compared the foregoing Resolution with the original thereof on file in the Office of the Town Clerk of the Town of Sennett, and that the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that all members of said Board had due notice of said meeting and that, pursuant to Section 103 of the Public Officers Law, said meeting was open to the general public.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of said Town on February 15, 2024.



KATHLEEN SALISBURY
Town Clerk

