

Minutes of the Town of Sennett Town Board Meeting Held on Thursday May 19, 2022, at 6:30 PM at the Sennett Town Office Building.

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

Also Present: Kathleen Salisbury, Town Clerk
Kristopher LaPointe, Highway Superintendent
Kristopher LaPointe, Water & Sewer Superintendent
Jeff Lowe, Assessor
Bill Feocco
Dave Morris
Remotely: Jerry VeVone, Jim Jeffers

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

PLEDGE OF ALLEGIANCE - 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 (absent), Councilman Wellauer, Councilman Rizzo, Supervisor Blair and Councilman Edmunds are present.

APPROVAL OF MEETING MINUTES - Meeting Minutes for April 21, 2022, April 28, 2022, and May 11, 2022, are reviewed by the Board. Motion is made by Councilman Wellauer to approve the April 21, 2022, April 28, 2022, and May 11, 2022 minutes, seconded by Councilman Rizzo. All in favor. 4 ayes 0 nays 1 absent, carried.

PUBLIC HEARING - NONE

SCHEDULED SPEAKERS

Paul Chatfield from MRB Group provided a written report that was read by Supervisor Blair. In that report, MRB continues the Town evaluates water rates, updating various maps and there are not updates regarding Sennett pit and sending bids out for WD 1&3 and working with Planning Board on Chipotle.

PUBLIC BE HEARD - Motion is made by Councilman Edmunds to open the Public Be Heard Period, seconded by Councilman Wellauer. All in favor. 4 ayes 0 nays 1 absent, carried. With nothing from the Public, a Motion to close Public Be Heard was made by Councilman Edmunds, seconded by Councilman Rizzo. All in favor. 4 ayes 0 nays 1 absent, carried.

DEPARTMENT REPORTS

- a. Town Clerk - Town Clerk Salisbury advised that the April 2022 monthly report was in the Board's meeting packet for their review.
- b. Bookkeeper - Bookkeeper Major is out of the office. Supervisor Blair advises that the auditors have finished and the report will be available in a couple of months. In the meantime, we can check in with them in June. Checking on interest rates and possibilities for renegotiating. Working on Deferred Comp set up and general duties.
- c. Town Assessor - Assessor Jeff Lowe gave his report to the Board members and advised that the tentative roll has been filed with the County, grievance date has been set for May 31st and he received one complaint from BJ's. Arlie Howell is unavailable for the BAR session this year. Jeff has spoken with Michael Cuddy with regard to the opening on the BAR. A discussion was held regarding appointing Michael Cuddy, pending the final interview by Councilman Edmunds. It was stated that Mr. Cuddy would do his online training no later than May 31st. As the date is fast approaching, a motion is made by Councilman Rizzo to appoint Michael Cuddy as a Board of Assessment Review member to fill the remaining unexpired term of Russell Harkins ending 2024, seconded by Councilman Wellauer. All in favor. 4 ayes 0 nays 1 absent, carried.
- d. Fire District - David Morris provides the report from the Sennett Fire Department who reported to 33 alarms in April, bringing the total to 121 for the year. Annual Mother's Day chicken bbq sold 750 dinners. There was a molten glass spill at Owens Illinois. Supervisor Blair thanks the Department for all their hard work.
- e. Highway Dept. - Highway Superintendent Kristopher L. LaPointe's report was in the Board's meeting packet for their review. Monthly brush pick up has started. In addition, the department has started ditching some roadsides, helped the County chip seal, sanded and painted plows to put away for the summer, mowed the field trails around the park, as well as mowed the park and cemetery and installed brackets and wiring for the security system. The new plow truck has been delivered and just needs to be lettered. Mulch will be available as soon as the grinder company is available.
- f. Water Dept. - Water Superintendent Kristopher A. LaPointe's report was in the Board's meeting packet for their review. The quarterly samples were taken. The annual water quality report was submitted to the Department of Health and it was approved and it is on file in the Clerk's Office. The Vulnerability/Emergency Response Plan has been submitted to the Department of Health for approval. There were two water main breaks at Capital Street Extension and Eastern Parkway within about 4 feet from each other and within a matter of days of each other. The homeowner has put in a claim to our carrier and our carrier has indicated they may deny the claim, including jeep and blacktop driveway as it was not the Town's fault. Our carrier rep will be contacting the resident. Supervisor Blair and Water

Superintendent LaPointe will follow up with the carrier. The meter head request was sent to Ferguson to replace the non-working meter heads. He and Erik will be assisting the Highway Department with Dump Days. Superintendent LaPointe spoke with Chief Holmes with regard to the fire hydrant Storz connections and an additional 75 are needed. The total would be \$18,500. Supervisor Blair asks Mr. Morris to discuss with the Fire Department to waive the Sennett Senior Committee fees in return for the Town Water Department installing the connections. After discussion, a motion is made by Supervisor Blair to purchase the additional 75 Storz connection units for an amount not to exceed \$18,500 contingent upon the ARPA funds being available, seconded by Councilman Wellauer.

Roll call vote:

Councilman Wellauer	Yes
Councilman Rizzo	Yes
Councilman Edmunds	Yes
Supervisor Blair	Yes
Councilman Gagliardi	Absent

Motion carries 4 Ayes 0 Nays 1 Absent

Supervisor Blair thanks Mr. LaPointe and Mr. Withey for all their hard work.

- g. Attorney - A written report was provided by Attorney Rich Andino and read by Supervisor Blair. Mr. Andino attended the ZBA meeting regarding a fence issue and is still working on the Panna easement.
- h. Codes/Zoning Enforcement Officer - Councilman Wellauer provides a status report by Codes Officer Passarello. Six new permits were issued, some potholes were filled at BJ's Plaza, Chipotle meets with the ZBA next week,; and Sennett Meadows is progressing on schedule, with ongoing inspections and there is an interested party to fix and reopen the Route 20 Grill. Zoning Officer/Fire Marshall VeVone advised he worked with a company revaluing the storage and car shop, he attended the ZBA meeting on the fence issue, and there is an interested party regarding the Rt 20 Grill property, Chipotle submitted variance applications for signage, and the Log Cabin had a zoning question and completed a deck inspection.
- i. Planning Board - Supervisor Blair advises that MRB was present for the Chipotle site plan, there have been a couple calls for new businesses.
- j. Dog Control Officer - No report was received. Town Clerk Salisbury will email FLDPA for a status for the next meeting.
- k. Committees - Supervisor Blair advises the Veterans Affairs Committee is up and running. It adopted a mission statement and is looking forward to making needed improvements to the memorial park as well as Americanizing the Town Hall. Supervisor Blair advised that he attended the Sennett Seniors luncheon and that Kathy Gray does a great job with the program. We are still looking for volunteers for the various committees we are looking to fill.

OLD BUSINESS

- Water Rate Increases - The City of Auburn is increasing their rates and Water Superintendent LaPointe, Councilmen Rizzo and Edmunds will attend that meeting.
- WDs 1&3 Project - Councilman Rizzo advises he met with Mr. Panna three times and verbally agreed to the contract with changes that were relayed to Attorney Andino and he will meet with Mr. Panna again to sign and finalize the deal.
- Town Park & Grant - Supervisor Blair advises that DASNY's reimbursement should be coming soon.
- Website progress - Supervisor Blair advises the Town Clerk is working with Northshore and the website is up and running. www.sennettny.org.
- Town Hall security camera project - Highway Superintendent LaPointe advises that the security cameras installation starts tomorrow and over the next week or two.
- Town Lighting replacements - Councilman Edmunds advises that the LED street light documents have been completed and will follow up for confirmation.
- Town Hall capital needs - Highway Superintendent LaPointe advises that he has received quotes for the paving of the parking lots. Discussions are held regarding estimated costs. The Highway Department would replace the sidewalks after the lots are done. Supervisor Blair has a quote for Town Hall improvements from Case Construction for breakroom, veterans/historian room, and main entrance security. Councilman Rizzo advises the painting quotes will need to be resubmitted with prevailing wage. Highway Superintendent LaPointe has reached out to Rich Meyers for quotes for completion of the windows. Electric vehicle charging stations to be discussed at next month's meeting.
- Town branding and signage projects - tabled till later date.
- Town Employee Handbook - Councilman Rizzo advises he and Councilman Gagliardi will meet with the Highway Superintendent upon Mr. Gagliardi's return.
- BAR recommendation/appointment - that was discussed earlier.
- Deferred Compensation Eligibility for Town Employees/Officers - Supervisor Blair advises that the Town has implemented a Deferred Compensation Plan and information is available for those interested. A remote meeting will be held at a later date for signing up.

NEW BUSINESS

- Highway Department 284 Agreement - Highway Superintendent LaPointe provides the 284 Agreement to the Board for review and signature. After reviewing, a motion is made by Councilman Edmunds

to accept the 284 Agreement as written and sign, seconded by Councilman Wellauer.

Roll call vote:

Councilman Wellauer	Yes
Councilman Rizzo	Yes
Councilman Edmunds	Yes
Supervisor Blair	Yes
Councilman Gagliardi	Absent

Motion carries 4 Ayes 0 Nays 1 Absent

- Debt service refinancing - Supervisor Blair is in touch with Fiscal Advisors.
- Project introductions - this was discussed earlier
- Possible Building Maintenance position - Supervisor Blair asks about a part-time position (as needed, no more than 20 hours, no benefits) for building and grounds upkeep so that the Highway Department is not taken away from their duties and a discussion is held regarding same.

SUPERVISOR CORRESPONDENCE/REPORT - Supervisor Blair has information regarding vehicle charging stations and has duly drafted Councilman Gagliardi to spearhead this task.

American Legions returned the check for the meeting room furniture and request that it be used toward the Veterans Affairs Office.

Supervisor Blair advises that a resolution has been presented to him from Bookkeeper Major to adjust the incorrect amounts to be deposited into the employees Lifetime Benefit Solutions account and to accurately reflect the amounts of \$14,000 for family and \$7,000 for single. The Town's responsibility was incorrectly reported to Lifetime as \$10,000 and \$5,000. A motion is made by Councilman Wellauer and seconded by Councilman Rizzo to correct an error made by the previous Board and amend the HRA rollover provisions from \$5,000 to \$7,000 and \$10,000 to \$14,000 and sign the Amended Resolution.

Roll call vote:

Councilman Wellauer	Yes
Councilman Rizzo	Yes
Councilman Edmunds	Yes
Supervisor Blair	Yes
Councilman Gagliardi	Absent

Motion carries 4 Ayes 0 Nays 1 Absent

EXECUTIVE SESSION (IF NECESSARY) - Motion is made by Councilman Rizzo, seconded by Councilman Edmunds to enter executive session. All in favor. 4 Ayes 0 Nays 1 Absent. The parties enter executive session. Motion is made by Councilman Edmunds, seconded by Councilman Rizzo to return from executive

session. All in favor. 4 Ayes 0 Nays 1 Absent. No action was taken in executive session.

PAYMENT OF MONTHLY BILLS - Vouchers - Motion by Councilman Rizzo, seconded by Councilman Wellauer to pay the monthly vouchers with three or more signatures.

Roll call vote:

Councilman Wellauer	Yes
Councilman Rizzo	Yes
Councilman Edmunds	Yes
Supervisor Blair	Yes
Councilman Gagliardi	Absent
Motion carries 4 Ayes 0 Nays 1 Absent	

Next meeting is June 16, 2022

MOTION TO ADJOURN MEETING - Motion to adjourn was made by Councilman Rizzo, seconded by Councilman Edmunds. All in favor. 4 Ayes 0 Nays 1 Absent

Meeting ended at 8:44 p.m.

Respectfully submitted,
Kathleen Salisbury, Town Clerk
Town of Sennett