

Minutes of the Town of Sennett Town Board Meeting Held on Thursday, June 20, 2024, at 6:30 PM at the Sennett Town Office Building.

Members Present: Thomas Blair, Supervisor  
James Vivenzio, Councilman  
Michael Wellauer, Councilman  
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  
Jeff Lowe, Assessor  
Kathleen Salisbury, Town Clerk

Residents: Bill Feocco, Jim Jeffers, Amy Rose, Gretchen Haynes, Jason Greene

Remotely: Emilio Moran, MRB

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

**PLEDGE OF ALLEGIENCE** - 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 Wellauer, Councilman Rizzo, Councilman LaPointe, and Supervisor Blair are present.

**APPROVAL OF MEETING MINUTES** - Meeting Minutes for May 16, 2024 are reviewed by the Board. A motion to approve the minutes is made by Councilman LaPointe and seconded by Councilman Vivenzio. 5 ayes 0 absent 0 nays. Carried.

**PUBLIC HEARING** - None.

**SCHEDULED SPEAKERS**

1. KFA - Vince Ryan, Town Park (Phase I design +funding; Master Plan status; Grant and fundraising) - Not in attendance

2. MRB - Engineering items - (PER for possible water district; GIS mapping; infrastructure studies). The report from MRB was in the Board’s packet. Emilio Moran of MRB went over the monthly status report regarding the grant process, subdivision moratorium PER.

After discussion, a motion is made by Councilman Wellauer, seconded by Councilman Rizzo to authorize the Supervisor to sign the revised MRB PER Subdivision Proposal for professional services related to Town Code updates on subdivision regulations, in an amount not to exceed \$12,275.00.

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

Roll call vote:

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

Motion carried. 5 ayes 0 nays 0 absent

Supervisor Blair signed the letter to USDA RD for the closeout of the WD 1&3 project.

**PUBLIC BE HEARD** - Motion is made by Councilman LaPointe to open the Public Be Heard Period, seconded by Councilman Vivenzio at 6:41 pm. All in favor. 5 ayes 0 nays 0 absent, carried.

Amy Rose - Ms. Rose voiced concerns with drainage on Wegman Street and a neighbor parking on the roadway alongside her lawn and making it difficult to mow her lawn when there is a vehicle. Supervisor Blair advised additional research will be done relative to the parking on rights-of-way.

With no further public comments, a motion to close is made by Councilman LaPointe and seconded by Councilman Rizzo at 6:48 pm. All in favor. 5 ayes 0 nays 0 absent, carried.

### **DEPARTMENT REPORTS**

- a. **Attorney** - No attendance by Mr. Andino as all is good.
- b. **Bookkeeper** - Bookkeeper Major provided the Board with account interest income updates. There is a bill to be paid to Vitale for the repairs at Auburn Community Hospital and requests that the cost be taken out of the repair reserve account. Water Superintendent LaPointe advised this was ok. Auditors will be in office July 8<sup>th</sup>. In addition, when Jerry Eades passed away, a few donations were made in memory of Jerry to the Park and those amounts will be transferred accordingly.
- c. **Planning Board** - Councilman Rizzo advised, on behalf of Chairman Edmunds, that the PB did not meet in June and will meet again on July 11. Supervisor Blair advised A&M is interested in a new location in the Town and there was a solar company interested in a property in the Town.
- d. **Codes/Fire Marshal** - Code Enforcement Officer Gilfus advised his report was in the Board's packet. Issued 11 permits, 22 year to date through end of May. 10 inquiries, 9 Certificates of Compliance, 9 final inspections. He has been following up on previously issued permits. Has done 35 site visit inspections, 1 fire/safety inspection.
- e. **Zoning Enforcement Officer** - Councilman Wellauer read the report of Zoning Officer Vevone advising he has been working on subdivision discussions, zoning issue, discussions with Planning Board Chairman, and several phone calls from real estate agents regarding various properties.
- f. **Assessor** - Assessor Lowe advised his report was in the Board's packet. In addition, NYS has set the equalization rate for the town at 70%. There was one in person grievance and one mail in grievance with requested info sent in.
- g. **Fire Dept.** - Captain Jason Green read the report of the Fire Department. In addition, he advised of the need for ambulance services in the Town.
- h. **Highway Dept.** - Acting Highway Superintendent Bill Perkins advised his report was in the Board's packet. In addition, he advised the new playground equipment has been installed and inspected and a few adjustments will need to be made, an ADA sidewalk will need to be installed from the pavilion to the playground area.
- i. **Water Dept.** - Water Superintendent Kristopher L. LaPointe's report was in the Board's meeting packet for their review. He recently attended the water conference. Meter replacement installation continues.
- j. **Town Clerk** - Town Clerk Salisbury advised the May 2024 monthly report was in the Board's meeting packet for their review. Fees received of \$4,547.00 for 2 dog licenses, 10 building permits, 1 dog release, 1 death certificate and 2 decals, with the amounts disbursed to the Supervisor in the amount of \$4,533.56, \$4.00 to the NYS Animal Population Control Program, \$9.44 for decals.
- k. **Dog Control Officer** - Councilman Vivenzio read the report of Fingerlakes Dog Protection Agency of one stray dog being picked up and later released.

## **I. Committees**

- *Parks & Rec* - Councilman Rizzo advised the park equipment has been installed. Highway Department dug all the holes, many volunteers assisted and all went well.
- *Veteran Affairs* - None
- *Sennett Seniors* - None
- *Historians* - Jim Vivenzio advised he and Scott Longtin continue to index and file records.

## **OLD BUSINESS**

- Town Records Project grant status - update provided earlier by MRB
- MUNICON - Supervisor and Councilman LaPointe have attended meetings regarding ambulance services needed in the Town.
- E-Code 360 codification project status - working on gathering documents.
- Water & Sewer Rate studies - continuing evaluation
- Town Hall capital needs - sidewalks, etc. - continue to review and update
- Town branding & marketing project (Jim Vivenzio) - motto search will be in the upcoming newsletter
- Vehicle and Traffic Safety Signs status & results - all in place - will adjust signs for flashing speeds and obtain a quote for two additional speed signs and an additional mobile trailer.
- Possible updates to Subdivision Law re: water/wells - discussed earlier
- Civil Service updates (Michael Wellauer) - continuing to update
- AED purchases/replacements (Michael Wellauer) - need to register with Regional EMS for public access site
- Employee retirements and positions to fill - Supervisor Blair advised Court Clerk French is retiring August 3rd. The openings for Court Clerk and Deputy Court Clerk will be put on the County Civil Service Website, the Town's website and in the newsletter.

## **NEW BUSINESS**

- LNB resolution for new credit card through LNB - A discussion is held regarding obtaining a new credit card through Lyons National Bank with a credit amount limit in the amount of \$10,000.  
Motion by Councilman LaPointe, seconded by Councilman Wellauer to switch credit card companies from FNBO to Lyons National Bank. With no further discussion, a roll call vote is taken:  
Roll call vote:

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

Motion carried. 5 ayes 0 nays 0 absent
- Costa Grande 30 Day Advance Notice Liquor License - no objections by the Board.

**SUPERVISOR CORRESPONDENCE/REPORT** - Supervisor Blair advised he has received a request from Auburn WIIA grant support letter. After discussion, a motion is made by Councilman LaPointe, seconded by Councilman Rizzo to authorize Supervisor Blair to sign the letter of support. All in favor.

Supervisor Blair advised a concerned citizen contacted the Town regarding the Franklin Street Road/County Line Road/Clapp Road 5-way intersection and the dangers of same. Supervisor Blair advised that the Town has made a previous request to NYS DOT for speed reduction and NYS DOT denied the request.

**EXECUTIVE SESSION (IF NECESSARY) -**

Motion by Councilman LaPointe, seconded by Councilman Rizzo to enter into Executive Session at 7:54 p.m.

Motion by Councilman Rizzo, seconded by Councilman Vivenzio to return from Executive Session at 8:24 p.m.

**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	Yes
Councilman Rizzo	Yes
Councilman LaPointe	Yes
Supervisor Blair	Yes

Motion carried. 5 ayes 0 nays 0 absent

**MOTION TO ADJOURN MEETING** - Motion to adjourn was made by Councilman Wellauer, seconded by Councilman LaPointe. All in favor. 8:25 p.m.

Next regular meeting: July 18, 2024.

Respectfully submitted,

[Kathleen Salisbury](#), Town Clerk  
Town of Sennett