

Minutes of the Town of Sennett Town Board Meeting Held on Thursday, July 18, 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
Harold Gilfus, Code Enforcement Officer
Deborah French, Court Clerk
Richard Timian, Justice
Kathleen Salisbury, Town Clerk

Residents: Bill Feocco, Ron Dennis, Ed Magdziak, Julie and Candler Kimsey,
Lee Fordock, Ken and Diane Sroka

Others: Joe Durand, TDK

Remotely: Emilio Moran, MRB
Kyle Murphy, Galehead
Tom Gray
315-604-0935

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 Wellauer, Councilman Rizzo, Councilman LaPointe, and Supervisor Blair are present.

APPROVAL OF MEETING MINUTES - Meeting Minutes for June 20, 2024 are reviewed by the Board. A motion to approve the minutes is made by Councilman LaPointe and seconded by Councilman Rizzo. 5 ayes 0 absent 0 nays. Carried.

PUBLIC HEARING - None.

SCHEDULED SPEAKERS

1. Sroka PDD Amended Application - Joe Durand of TDK appeared on behalf of the Sroka regarding an amendment to the Sroka PDD and gave an overview of same.
2. Galehead Solar Developers - Kyle Murphy appeared remotely on behalf of Galehead Solar and went over the solar panel concept plan for the area Galehead is interested in located on Gates Road.
3. Court Clerk and Justices - Deborah French provided the Board with a packet containing information and the need for two clerks for the Judges due to the number of Vehicle and Traffic violations, the increasing number of criminal charges, and the numerous charges that come out of the jail that is located in the Town. Richard Timian also spoke on behalf of the Court to indicate the need for two full time court clerks with the amount of traffic tickets and general workload.

4. 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 digitization grant award the Town received, extension of subdivision moratorium and subdivision PER.

PUBLIC BE HEARD - Motion is made by Councilman Rizzo to open the Public Be Heard Period, seconded by Councilman Wellauer at 7:23 pm. All in favor. 5 ayes 0 nays 0 absent, carried.

Julie Kimsey, Highland Street Extension - Voiced concerns with a neighbor putting grass in the roadway near the two parties' property line and making it difficult for her son to park near the end of their driveway.

With no further public comments, a motion to close is made by Councilman Rizzo and seconded by Councilman LaPointe at 7:39 pm. All in favor. 5 ayes 0 nays 0 absent, carried.

DEPARTMENT REPORTS

- a. **Attorney** - No attendance by Mr. Andino. Supervisor Blair did speak with him regarding the moratorium update or extension.
- b. **Bookkeeper** - Supervisor Blair advises Bookkeeper Major was on vacation and advised the new payroll system information input the info by the payroll company and training will be held in early August. In addition, a tablet will need to be put in for the highway employees. Our auditors, Inserro, have advised that a full Single Audit is needed based on the fact that USDA funds were used for the Capital Water Project. They advised it would be at a cost of \$25,000.
- c. **Planning Board** - Councilman Rizzo advised, on behalf of Chairman Edmunds, that Ken and Diane Sroka have applied for an amendment to their PDD, Lewis O'Hare has applied for a subdivision and Crane Storage completed required tasks for site plan approval.
- d. **Codes/Fire Marshal** - Code Enforcement Officer Gilfus advised his report was in the Board's packet. Issued 6 permits, 28 year to date through end of June. 8 inquiries, 1 Certificate of Compliance, 2 final inspections. He has been following up on previously issued permits. Has done 9 site visit inspections, 2 fire/safety inspection.
- e. **Zoning Enforcement Officer** - Councilman Wellauer read the report of Zoning Officer Vevone advising he has been working on home business inquiry, A&M Graphics moving and requirements, possible new location for Pizza Hut, lot merger on County Line Road, subdivision discussions on 8 acre lot on Grant Ave, zoning on Turnpike Road for new home, and several inquiry phone calls.
- f. **Assessor** - Councilman LaPointe read the report of Assessor Lowe who advised that Mr. Lowe completed the final assessment and filed same, property transfers were entered in the Real Property Software and building permit info was also entered into the software.
- g. **Fire Dept.** - Supervisor Blair read the report of the Fire Department provided by Assistant Chief Holmes. The Department responded to 46 alarms in June and 322 this year.
- h. **Highway Dept.** - Acting Highway Superintendent Bill Perkins advised his report was in the Board's packet. Brush pickup continues, paving on Highland, Depew, Walnut and Ross Street Ext. turned out well. Stoning will be done on Beech, Healy, Wards and Page, Beech Rd draining at the end of the road was completed. The Highland Street/Wegman Street dispute between neighbors continues. Some folks put yard waste in the road, while others do not. A policy may need to be put in place.
- i. **Water Dept.** - There was no report from the water department.
- j. **Town Clerk** - Town Clerk Salisbury advised the June 2024 monthly report was in the Board's meeting packet for their review. Fees received of \$6,575.50 for 3 dog licenses, 7 building permits, 1 death certificate, 1 marriage certificate, 1 ZBA variance, and

1 decal, with the amounts disbursed to the Supervisor in the amount of \$6,563.06, \$3.00 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 regarding dogs running loose and harassing neighbors.

l. Committees

- *Parks & Rec* - Councilman Rizzo advised there will be no meeting held in July. They continue to search for affordable restrooms.
- *Veteran Affairs* - Ed Magdziak has resigned as Chairman of the committee effective 7/18/2024, but he will stay on as a member.

Councilman LaPointe makes a motion to accept the resignation of Ed Magdziak as Chairman of the Veterans Affairs Committee, seconded by Councilman Vivenzio. All in favor. Carried.

- *Sennett Seniors* - Kathy Gray advised the recent luncheon at The Lodge was attended by 95 people. The next meeting will be on August 21st. The Cortland Repertoire play was successful with 46 attendees.
- *Historians* - Jim Vivenzio advised he and Scott Longtin continue to index and file records.

Franklin Street Road/County Line Road intersection - Councilman LaPointe advises he spoke with Mr. Soper of Cayuga County who advised Skaneateles (the Town the road is on) will not be putting stop lines up and the Onondaga County highway will have to be the deciding factor as the stop signs are on Onondaga County property.

Sennett Meadows - Councilman Rizzo inquires about the status of the fencing or landscaping of the area between Sennett Meadows and the nearby neighborhood. Councilman LaPointe will follow up on that.

OLD BUSINESS

- Town Records Project grant award and status - update provided earlier by MRB who advised the grant was awarded to the Town.
- Ambulance Services - Supervisor Blair and Councilman LaPointe continue to work on this need.
- E-Code 360 codification project status - waiting for Locals Laws prior to 1998 from the State to be sure we have all of the laws on file with the State.
- 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 was sent out in the newsletter
- Vehicle and Traffic Safety Signs status & results - all in place.

A quote has been received by TrafficLogix for the purchase of two new speed signs (\$3,345 each) and one trailer (\$3,983) in the amount of \$10,673.00.

After discussion, a motion is made by Councilman Wellauer to purchase two additional speed signs and one additional trailer in an amount not to exceed \$10,673.00 as per the quote provided, seconded by Councilman Vivenzio.

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

- Possible updates to Subdivision Law re: water/wells – discussed earlier
- Civil Service updates (Michael Wellauer) – continuing to update
- AED purchases/replacements (Michael Wellauer) – Councilman Wellauer continues to work on this to register with Regional EMS for public access site
- Employee positions to fill – resumes have been received. Melissa Perkins has been hired for the full time Court Clerk position on recommendation of the Judges and started to shadow Deb French this week. Another candidate has been interviewed.

NEW BUSINESS

Supervisor Blair advises that Melissa Perkins is a court clerk candidate. The Judges have recommended her. After discussion, a motion is made by Councilman Wellauer, seconded by Councilman Vivenzio to authorize the hiring of Melissa Perkins, the court clerk candidate, effective July 22, 2024 at a salary of \$43,002 for the full time court clerk position and at an hourly rate of \$24.00 per hour retroactively to July 15, 2024 for the hours she has shadowed and continues to shadow Deb French from July 15, 2024 – July 22, 2024, subject to a successful criminal background check.

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

A discussion is held regarding unused vacation time for Deb French and her request for payment of same.

After discussion, a motion is made by Councilman LaPointe, seconded by Councilman Rizzo to authorize the payment of three weeks unused vacation to Deborah French, unless she uses the vacation and extends her .

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

A discussion is held regarding Acting Highway Superintendent Perkins. Following the discussion and based upon the performance evaluation of Mr. Perkins, a motion is made by Councilman LaPointe, seconded by Councilman Wellauer to authorize a fifty cent (\$.50) hourly increase in the salary of Mr. Perkins, starting next pay period.

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

After discussion, a motion is made by Councilman Wellauer, seconded by Councilman Vivenzio to authorize payment to retiring court clerk Deborah French in the amount of \$50.00 per hour as an independent contractor consultant, on an as-needed basis and approved by the Judges to mentor and train the new clerks, effective August 3, 2024 - August 15, 2024, subject to renewal. This will be as an independent contractor basis and the issuance of a 1099 at the end of the year.

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 CORRESPONDENCE/REPORT -

Supervisor Blair presents a Resolution on behalf of Greater Tompkins Insurance for the Town's signature and approval of changes to the agreement that add and delete participants in the Plan. Following a brief discussion, a motion is made by Councilman LaPointe, seconded by Councilman Wellauer to authorize the Supervisor to sign the Greater Tompkins Resolution as presented. All in favor. Carried.

Budget season is coming up in the near future.

A candidate was interviewed for the Judge position who also shadowed Judge Timian. Judge Timian and Judge Riley are up for retirement in the near future.

EXECUTIVE SESSION (IF NECESSARY) -

Motion by Councilman LaPointe, seconded by Councilman Rizzo to enter into Executive Session at 8:31 p.m.

Motion by Councilman Rizzo, seconded by Councilman Wellauer to return from Executive Session at 9:48 p.m.

No action was taken in Executive Session.

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. 9:55 p.m.

Next regular meeting: August 15, 2024

Respectfully submitted,

Kathleen Salisbury, Town Clerk
Town of Sennett