

Minutes of the Town of Sennett Town Board Meeting Held on Thursday, July 20, 2023, 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: Kristopher LaPointe, Highway Superintendent
Kristopher LaPointe, Water & Sewer Superintendent
Cheri Major, Bookkeeper
Harold Gilfus, Code Enforcement Officer
Kathleen Salisbury, Town Clerk
Adam Jenks, Jim Vivenzio, Ed Magdziak (in at 7:12pm), residents
Vincent Ryan, Keplinger Freeman
Remotely:
Rich Andino (Atty)

CALL TO ORDER - The meeting is called to Order at 6:30 pm.

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

APPROVAL OF MEETING MINUTES - Meeting Minutes for July 20, 2023 are reviewed and approved by the Board, motion made by Councilman Edmunds and seconded by Councilman Wellauer; 5 Ayes 0 Absent 0 Nays. Carried.

PUBLIC HEARING(S) - No Scheduled Public Hearing

SCHEDULED SPEAKERS

- Adam Jenks - Mr. Jenks is the Town's new Veterans Service Officer. He will begin working at the Town after completion of the room and ribbon cutting ceremony in mid September.

- MRB Group (WD #s 1 & 3) - No member from MRB was present. Supervisor Blair went over MRB's submitted report. The report discussed water and sewer rate evaluation is still on hold, the copies of water, sewer and zoning maps are completed. Review of WD #2 and SD#1 existing conditions are still being reviewed with Water Superintendent LaPointe. With regard to WDs #1 & #3, Morsch has completed installation of pipe along all roads, except Depot Road. Pressure tests and health sampling are being done on

Mutton Hill and County House. Next progress meeting is on August 22nd. MRB continues to work with the Planning Board as needed. With regard to the Hospitality Lodging Overlay District, MRB has completed its initial report and submitted a brief summary of funding options to the Town.

- Kari Terwilliger - Was unable to attend, however, Councilman Edmunds advised the Committee has been meeting and they are steadily working on proposed zoning amendments. The next meeting is August 22nd.

- Vincent Ryan of Keplinger Freeman - Mr. Ryan went over the Master Plan of the Park completed by Keplinger Freeman. Keplinger Freeman is also working on the Memorial Park layout.

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

With no comments from the public, a motion to close Public Be Heard is made by Councilman Rizzo and seconded by Councilman Edmunds. All in favor. 5 Ayes 0 Nays 0 Absent, carried.

DEPARTMENT REPORTS

- a. **Attorney** - Attorney Andino advised he has prepared draft user agreements with regard to the Vitale out-of-district water and sewer matter. Attorney Andino will insert the number for escrow.

Motion is made by Supervisor Blair, seconded by Councilman Rizzo to approve the out of district agreements for water and sewer with 125% being the fee for utilities and including the escrow adjustment for O&M and non-payment reimbursement, subject to the final review by Supervisor Blair, legal counsel and Water & Sewer Superintendent LaPointe. With no further discussion, a roll call vote is taken.

Roll call vote:

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

Motion carried 5 Ayes 0 Nays 0 Absent

Mr. Vitale has deposited \$10,000 into escrow for expenses incurred by the Town's attorneys and/or engineers.

Attorney Andino discusses the proposed local laws for Firefighter Exemption and the Senior Citizen Exemption.

A motion is made by Councilman Wellauer, seconded by Councilman Gagliardi to authorize Attorney Andino to prepare the Firefighter Exemption Local Law and the Senior Citizen Exemption Local Law. With no further discussion, a roll call vote is taken.

Roll call vote:

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

Motion carried 5 Ayes 0 Nays 0 Absent

- b. **Bookkeeper** - Bookkeeper Major advised the Vitale money has been received. Bookkeeper Major is requesting a budget adjustment in the amount of \$17,690.00 for the ECode360 Project.

A motion is made by Councilman Edmunds and seconded by Councilman Wellauer to authorize the budget adjustment in the amount of \$17,690.00 for the ECode360 Project. With no further discussion, a roll call vote is taken.

Roll call vote:

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

Motion carried 5 Ayes 0 Nays 0 Absent

The second quarter sales tax has been received in the amount of \$389,897.77. A transfer out of the project money has been transferred to pay the first 2 Pay Apps from Morsch Pipeline in the amount of \$883,411.32, which are reimbursable by the grant. The NYClass transfer in the amount of \$800,000 has been completed. MaryBeth continues to work on the AUD for 2020. Once is it completed, it will be submitted to the State for review, once the State has cleared that year, the work on the 2021 AUD will start.

- c. **Planning Board** - _____ Councilman Rizzo advised, on behalf of Chairman Leamy, that the PB has a lot line adjustment for 6763 County Line on the agenda for July. Auburn Auto Group will be looking to do more upgrades in the Fall. One Member is still needed for the Planning Board.
- d. **Codes/Fire Marshal** - Code Enforcement Officer Gilfus advised his report was in the Board's packet. Issued 16 permits. 20 inquiries. He has been following up on previously issued permits. Has done 30 site visit inspections, 5 fire/safety inspections.
- e. **Zoning Enforcement Officer** - Councilman Wellauer read the report of Zoning Officer Vevone who advised Mr. Vevone has been busy working on the Vitale Wegman Street matter, a proposed subdivision, answering zoning questions, communicating with G. Perry regarding subdivision and campgrounds, Barrington Road mowing issue, lot line adjustment review, attending the Ad Hoc

Committee meeting, various calls, attending zoning board meeting, working with Planning Board on new forms.

- f. **Assessor** – Councilman Rizzo read the report of Assessor Lowe who advised the final roll is done and the required notice has been published, has entered building permit info and attended training.
- g. **Fire Department** – A report was provided by Fire Chief Holmes. The Department responded to 41 alarms in the month of June, with total alarms of 221 year to date.
- h. **Highway Dept.** - Highway Superintendent Kristopher L. LaPointe advised his report was in the Board’s packet. Superintendent LaPointe advised that the Town received \$13,000 from Auctions International for the grindings, he is in the process of obtaining quotes for paving the park, the speed signs have arrived, training will need to be held at a later date, a stationary sign for Franklin Street can go on a NYSEG pole at a cost of \$19/year. Withey Sealing will no longer be able to seal and stripe the Town parking lot. Kris will obtain additional quotes. The salt barn claim has been approved by NYMIR.

A discussion is held by the Board regarding the safety and security of the salt barn from the recent damages to same by Marshall Exteriors during a delivery and written evidence from Fort Orange Claims that the building is unsafe and in need of immediate repairs.

A motion is made by Councilman Wellauer and seconded by Councilman Gagliardi to approve an amount not to exceed \$125,970 to repair the damages to the salt barn and to include Tyvek, for repairs to outside of the salt barn, with \$55,676 to be reimbursed by NYMIR and contingent upon further agreement on where the \$70,294 funds come from, i.e., ARPA or the Building Reserve Fund, and the contract received from Marshall Exteriors/Fingerlakes Construction, and the adequate insurance requirements. With no further discussion, a roll call vote is taken.

Roll call vote:

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

Motion carried 5 Ayes 0 Nays 0 Absent

- i. **Water Dept.** - Water Superintendent Kristopher L. LaPointe’s report was in the Board’s meeting packet for their review. Water reports were completed, water samples completed, painted fire hydrants, attended progress meeting for waterline project. Superintendent LaPointe advised the Board that the tank on Pine Ridge was struck by lightning during a recent storm and it has had to run in manual mode and will need to be replaced.
- j. **Town Clerk** - Town Clerk Salisbury advised that the June 2023 monthly report was in the Board’s meeting packet for their review. Fees of \$7,973.50 received, amounts disbursed were \$7,934.16 to the Supervisor, \$28.34 to NYS DEC for Decals and \$11.00 to NYS Animal Population Control.

k. **Dog Control Officer** – Councilman Edmunds read the report of the FLDPA that there had been no activity to date. Still looking for a replacement.

l. Committees –

Parks & Rec – Councilman Rizzo advised Mr. Ryan from Keplinger Freeman appeared earlier in the meeting and went over the concept plan. The Committee will meet in August.

Veteran Affairs – The committee will meet again in September. Adam Jenks spoke earlier in the meeting and introduced himself as he has accepted the position of Veteran Service Officer.

OLD BUSINESS

- E-Code 360 codification project status – 1st installment paid – Received a letter from E-Code 360 to get project moving. Supervisor Blair is working on that.
- Local Law re: Solar Energy Moratorium and Updated Law – Supervisor Blair advised that the Solar Moratorium expires in November and he is working on an amended Solar Law.
- Veteran Affairs/Historian Office project update and VSO intro – covered earlier in meeting
- Highway Superintendent local law – Public referendum during General Election in November
- Water & Sewer Rate studies – discussed earlier in meeting, tabled until after the new meters are installed.
- Animal Control – Looking for replacement – covered earlier in meeting
- Salt Barn insurance settlement and possible new work – NYMIR has agreed to pay the claim in the amount of \$55,676 for damages by Marshall Exteriors to the salt barn. The amount of \$69,000 for the roof and siding is an additional cost. Supervisor Blair and Bookkeeper Major will meeting to discuss the funding for same.
- Town Hall capital needs – Supervisor Blair and Councilman Rizzo will review and update as needed
- Town branding & marketing project – will do a contest for public input in next newsletter for new motto.
- Town Employee Handbook review – Councilman Gagliardi advised he spoke with HROne and they submitted a proposal in the amount of \$1,200 for revisions to the Employee Handbook.

A motion is made by Councilman Gagliardi and seconded by Councilman Rizzo to pay \$1,200.00 to HROne for the handbook revisions contract. With no further discussion, a roll call vote is taken.

Roll call vote:

Councilman Gagliardi	Yes
Councilman Wellauer	Yes
Councilman Rizzo	Yes
Councilman Edmunds	Yes

Supervisor Blair Yes
Motion carried 5 Ayes 0 Nays 0 Absent

- Planning and Zoning Board alternates - will advertise in newsletter.
- Vehicle and Traffic Safety Signs status - discussed earlier
- Video Conference Meetings Local Law status - filed with DOS
- Cemetery mowing - **Sennett Rural Cemetery** - completed
- Mr. Tauro Water Complaint - W&S Superintendent LaPointe will schedule a meeting.

NEW BUSINESS

- Out of district Water and Sewer Agreement Owasco property - covered earlier in meeting.

SUPERVISOR CORRESPONDENCE/REPORT - Need to update cyber security and be sure we have all IT info from our provider.

EXECUTIVE SESSION - A motion is made by Councilman Rizzo, seconded by Councilman Edmunds to enter into executive session at 8:33 p.m. A motion is made by Councilman Edmunds, seconded by Councilman Rizzo to return from executive session at 8:50 p.m. No action was taken in executive session.

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

Roll call vote:

Councilman Gagliardi	Yes
Councilman Wellauer	Yes
Councilman Rizzo	Yes
Councilman Edmunds	Yes
Supervisor Blair	Yes
Motion carried	5 Ayes 0 Nays 0 Absent

MOTION TO ADJOURN MEETING - Motion to adjourn was made by Supervisor Blair, seconded by Councilman Wellauer. 8:51 p.m.

Next meeting is August 17, 2023.

Respectfully submitted,
Kathleen Salisbury, Town Clerk
Town of Sennett