

Minutes of the Town of Sennett Town Board Meeting Held on Tuesday, August 20, 2024, (rescheduled from August 15) 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
Cheri Major, Bookkeeper
Harold Gilfus, Code Enforcement Officer
Kathleen Salisbury, Town Clerk

Residents: Bill Feocco, John Botti

Remotely: Emilio Moran, MRB
Guest
Tom Gray
315-604-0935

CALL TO ORDER - The meeting is called to Order at 6:32 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 August 20, 2024 are reviewed by the Board. A motion to approve the minutes is made by Councilman Rizzo and seconded by Councilman Vivenzio. 5 ayes 0 absent 0 nays. Carried.

PUBLIC HEARING - None.

SCHEDULED SPEAKERS

1. 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 Subdivision Ad Hoc Committee, Auburn and Cayuga County water and the water rates study.

PUBLIC BE HEARD - Motion is made by Councilman LaPointe to open the Public Be Heard Period, seconded by Councilman Wellauer at 6:49 pm. All in favor. 5 ayes 0 nays 0 absent, carried.

With no public comments, a motion to close is made by Councilman LaPointe and seconded by Councilman Wellauer at 6:49 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.

Bookkeeper – Bookkeeper Major advised ARPA money remains and all funds need to have a signed contract in place, and to be spent by 2026. Budget worksheets have been handed out. Tentative Budget to Town Clerk by 9/30. 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. The new payroll system was up and running for testing by the employees. In addition, tablets will need to be put in for the highway employees and water employees. Town Clerk will follow up with IT department. Additional handbook revisions are being discussed. Budget workshop dates will need to be scheduled.

- b. Planning Board** – Councilman Rizzo advised, on behalf of Chairman Edmunds, that Jeremy Bacon and Lewis O’Hare have applied for a subdivision. Ken and Diane Sroka have applied for an amendment to their PDD re a pole barn. The Pizza Hut application was incomplete.
- c. Codes/Fire Marshal** – Code Enforcement Officer Gilfus advised his report was in the Board’s packet. Issued 10 permits, 46 year to date through end of July. 12 inquiries, 7 Certificates of Compliance, 1 violation, 11 final inspections. He has been following up on previously issued permits. Has done 25 site visit inspections, 1 fire/safety inspection, 1 pool inspection.
- d. Zoning Enforcement Officer** – Supervisor Blair advised he spoke with Zoning Officer Vevone who advised that someone is looking to put a professional office on County Line Road. He continues to take calls.
- e. Assessor** – Councilman LaPointe read the report of Assessor Lowe who advised that building permit info was entered into the RPS software, STAR exemptions were verified by NYS and some removed from Final Roll, transfers and sales were reviewed for inventory correctness in the RPS software.
- f. Fire Dept.** – Councilman Wellauer read the report of the Fire Department provided by Assistant Chief Holmes. The Department responded to 62 alarms in July and 384 this year. Code Enforcement Officer Gilfus cited Sennett Meadows pursuant to nuisance law.
- g. Highway Dept.** – Acting Highway Superintendent Bill Perkins advised his report was in the Board’s packet. The alarm system at the Town has an issue and Herrtronic has recommended a radio control and repaired the bad module. Brush pickup continues, roadside mowing and chip sealing was done on Wards, Paige, Healy & Beech. The two new speed signs have arrived and need a location. The millings pile and old 6 wheeler are on Auctions International. The new truck is in Syracuse and will go to Marathon to put the box on. Right of Way policy for public safety is discussed. Superintendent Perkins advises an overhead door is being requested to replace the overhead door. Additional quotes will be obtained.
- h. Water Dept.** – Councilman Wellauer read the report on behalf of Water Superintendent LaPointe that water reports were completed, dig requests were completed, and continues to install meter head replacements.
- i. Town Clerk** – Town Clerk Salisbury advised the July 2024 monthly report was in the Board’s meeting packet for their review. Fees received of \$7,085.90 for 25 dog licenses, 8 building permits, 18 death certificates, 1 birth certificate, 1 subdivision, and 1 decal, with the amounts disbursed to the Supervisor in the amount of \$7,035.28, \$27.00 to the NYS Animal Population Control Program, \$23.62 for decals.
- j. Dog Control Officer** – Councilman Vivencio read the report of Fingerlakes Dog Protection Agency regarding a stray dog found in horrible condition.
- k. Committees**
 - *Parks & Rec* – Councilman Rizzo advised there was no meeting in August and the committee continues to search for affordable restrooms. Working on water and electric for the park as well as dog park fencing.
 - *Veteran Affairs* – Looking for a new chairman. There was no August meeting.

- *Sennett Seniors* – Kathy Gray advised the recent luncheon at The Lodge was attended by 101 people. The next meeting will be on September 18th at Yawgerbrook. The garage sale at the Sennett Firehouse was successful and table rental proceeds were donated to the Fire Department and the 50-50 raffle share was given to a nonprofit group.
- *Historians* – Jim Vivenzio advised he and Scott Longtin completed indexing file records. Received 5 binders from Sennett Federated Church, working on historical sites and signs.

OLD BUSINESS

- Town Records Project grant award and status – waiting for final approval from the State.
- Handbook updates – discussed earlier – being worked on to consolidate and simplify.
- Ambulance Services – Supervisor Blair and Councilman LaPointe continue to work on this need. Discussions continue throughout the County.
- Galehead solar developers – They are looking for solar farm on Gates Road near Route 5.

A discussion is held regarding the solar farm. After discussion, a motion is made by Councilman Wellauer, seconded by Councilman LaPointe to authorize the Supervisor to advised that the location requested by Galehead Solar Developers is not a good location and therefore the Town Board will not authorize.

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

- 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 – ADA doors are needed in conference room.
- Town branding & marketing project (Jim Vivenzio) – continue to review
- Vehicle and Traffic Safety Signs status & results – discussed earlier – locations will be determined.
- Possible updates to Subdivision Law re: water/wells – discussed earlier
- Civil Service updates (Michael Wellauer) – continuing to update and correct
- 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 – court clerk positions have been filled

NEW BUSINESS

Sennett Meadows - Councilman LaPointe advised that Roger Brandt of Sennett Meadows advised a fence will be put up in the area between Sennett Meadows and Quincy Hill some time in the Fall.

SUPERVISOR CORRESPONDENCE/REPORT -

Inserro & Company - Auditors Inserro & Company advised \$45,000 to complete audit and single audit for USDA loan (\$25,000). Finding another municipal auditor is proving difficult and more costly.

TrafficLogix - A quote has been received by TrafficLogix for the cloud service for the four speed signs purchased last year expires on 9/01/2024. Supervisor Blair advises the 3 year renewal option is a 30% savings at a cost of \$350 per sign for a total of \$1,050.

After discussion, a motion is made by Supervisor Blair, seconded by Councilman LaPointe to authorize Supervisor to enter into contract with TrafficLogix for a 3 year renewal of the cloud renewal for the traffic sign services at \$350.00 per sign, which is a 30% savings and is the most popular choice.

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

Cintas - provided a rental service agreement for a five year term. Supervisor Blair modified to a three year term.

After discussion, a motion is made by Councilman Wellauer, seconded by Councilman Vivenzio to authorize Supervisor to enter into contract with Cintas as revised by Supervisor Blair for a 36 month term.

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

SCAT Van - Supervisor Blair has a new 2025 contract. Discussion is held.

A motion is made by Councilman LaPointe, seconded by Councilman Wellauer to authorize Supervisor Blair to sign the 2025 contract for SCAT Van for a total of \$1,000. 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

Williamson Law Book – Supervisor Blair has two contracts for renewal for the Accounting and Water and Sewer Programs from Williamson Law Book. Accounting is \$1,829 for annual software support and Water & Sewer is \$1,407 for annual software support.

After discussion, a motion is made by Councilman LaPointe, seconded by Councilman Rizzo to authorize Supervisor Blair to sign the two contracts for accounting and water and sewer from Williamson Law Book. 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

PILOT Fingerlakes Railway Corp – expires June 30, 2025 and returning to tax rolls. We didn't receive any tax money credit, so there is no benefit or loss to the Town.

EXECUTIVE SESSION (IF NECESSARY) –

Motion by Councilman Rizzo, seconded by Councilman Wellauer to enter into Executive Session for contract negotiations at 8:24 p.m.

Motion by Councilman Wellauer, seconded by Councilman Vivenzio to return from Executive Session at 9:08 p.m.

No action was taken in Executive Session.

NEW BUSINESS – (cont'd)

Herrtronic – Highway Superintendent provided the Board with a 3 year contract for alarm monitoring from Herrtronic. A motion is made by Councilman Wellauer, seconded by Councilman Vivenzio to authorize Supervisor Blair to sign the Herrtronic contract for alarm system monitoring for the added radio signal for an annual cost of (\$480 - \$120 per quarter). 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

All in Favor. 5 Ayes 0 Nays 0 Absent, carried.

PAYMENT OF MONTHLY BILLS – Vouchers – Motion by Councilman Wellauer, seconded by Councilman Rizzo 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 Vivenzio, seconded by Councilman LaPointe. All in favor. 9:16 p.m.

Next regular meeting: September 19, 2024

Respectfully submitted,

Kathleen Salisbury, Town Clerk
Town of Sennett