

**2017 ORGANIZATIONAL
TOWN BOARD MEETING**

--DRAFT--

January 5, 2017

The Town Board of the Town of Spafford assembled at the Spafford Town Hall, 1984 Route 174, Skaneateles, New York.

PRESENT: Councilor Christine Fesko, Councilor Dave Venezia, Councilor Luke DeWitt, and Councilor Cherry Randall.

ABSENT: Supervisor Christopher Kozub

ALSO PRESENT: Highway Superintendent Eric Fordock, Town Clerk Lisa Valletta, Code Officer Howard Tanner, Accountant Thomas Chartrand and Town Attorney James Gascon.

Due to Supervisor Kozub 's absence, Councilor Chris Fesko, as Deputy Town Supervisor, called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

RESOLUTION 1-2017

Organizational Items

On a motion by Councilor Randall, seconded by Councilor Dewitt the following resolution was PASSED.

AYES – 4

Fesko, Venezia, Dewitt, Randall

NAYS – 0

Resolved as follows:

- The 2017 Town Board meetings will be held at the Spafford Town Hall, 1984 State Route 174, on the second Thursday of each month beginning at 7 p.m. unless otherwise noted and published in accordance with NYS Open Meetings Law.
- Councilor DeWitt will audit the 2016 financial records of the Town Clerk.
- Councilor Fesko will audit the 2016 financial records of the Town Justice.
- Councilor Venezia will audit the 2106 financial records of the Tax Collector.
- The Town of Spafford will continue to follow current Procurement, Investment, Equal Opportunity Employment, Sexual Harassment, Internet Usage, and all other policies listed in the Town of Spafford Handbook.
- All officers and employees are required to attend annual Safety Training.
- The official newspaper for Town notices will be the Skaneateles Press. Town Board authorization is required for additional advertisement of notices. *(Note: the Skaneateles Press is not cover the entire town for distribution.)*
- The Town Supervisor is allowed 60 days from January 1 of this year to file the annual financial report for the Town with the Office of the NYS Comptroller and with the Town Clerk. The report will be prepared by the Town Accountant.
- NBT Bank, NA will be the Official Town Repository and the initial repository of collected moneys by the Town Clerk, Tax Collector, and Town Justice.
- The Town Supervisor is authorized to invest idle funds into interest bearing accounts at NBT Bank, NA.
- Authorize the salaries for the following elected officials as set forth in the 2017 Town of Spafford budget:

Town Supervisor Christopher Kozub
Town Councilors: Christine Fesko, David
Venezia, Luke DeWitt, Cherry Randall
Town Justice Jeffrey Prego

Town Clerk Lisa Valletta
Tax Collector Alison Barron
Highway Superintendent Eric Fordock

- Authorize the pay scale at \$19.91/hour for full-time Highway employees
- Highway employees to contribute 7% of their health insurance premium
- Allow the Town Supervisor to purchase postage as needed for Town correspondence, payment of invoices, and postage for the Tax Collector
- Telephone and electric bills to be paid by the Town Supervisor as received and in advance of claim
- Health insurance bills to be paid by the Town Supervisor as received and in advance of claim
- NYS Retirement System standard for part-time employees is a 6 hour work day.
- Spafford Town Hall to serve as Polling Site for Election District #1 & Election District #2.

RESOLUTION 2-2017

Annual Appointments

On a motion by Councilor Venezia, seconded by Councilor Dewitt the following resolution was PASSED. AYES – 4 Fesko, Venezia, Dewitt, Randall
NAYS – 0

Resolved as follows:

- Appoint the following individuals to the designated office for the Town of Spafford:

Deputy Town Supervisor – Christine Fesko	ZBA Chair – Geoffrey Barron
Town Accountant – Thomas Chartrand	ZBA Secretary – Kimberly Read
Court Clerk – Christina Castle	Planning Board Secretary – Kimberly Read
Codes Enforcement Officer – Howard Tanner	Dog Control Officer – William Burns
Codes Clerk – Kimberly Read	Town Historian – Charles Woeller
Town Attorney - James Gascon of Costello, Cooney & Fearon	Ethics Committee Chair – Councilor DeWitt
ZBA Member – Geoffrey Barron	Ethics Committee Members – Charles Woeller & Sandra Weigel
	Town Hall Custodian – Kimberly Read
- Await appointing a Chairperson for the Planning Board until the February 9, 2017 meeting
- The office of Marriage Officer will be left vacant.

RESOLUTION 3-2017

Stipends, Reimbursement Procedures, Fees

On a motion by Councilor Fesko, seconded by Councilor Dewitt the following resolution was PASSED. AYES – 4 Fesko, Venezia, Dewitt, Randall
NAYS – 0

Resolved as follows:

- Planning Board members to receive a stipend of \$25.00 per person per Planning Board meeting attended.
- Zoning Board of Appeals members to receive a stipend of \$25.00 per person per ZBA meeting attended.
- Planning Board Chair to receive a stipend of \$50.00 per Planning Board meeting attended.
- Zoning Board of Appeals Chair to receive a stipend of \$50.00 per ZBA meeting attended.
- Board of Assessment Review members to receive a stipend of \$40.00 per person per day attended for Board of Assessment Review session (*Grievance Day & deliberation days*).

- Town Board authorization is required prior to attendance when seeking reimbursement of costs associated with classes, meetings, seminars, etc. outside of Onondaga County.
- Mileage rate set at \$0.535 per mile for Town employees/officials traveling to meetings, training and/or workshops.
- Town employees/officials may be reimbursed for meal expenses associated with attending meetings, training and/or workshops.
- Annual Transfer Station Permit fee is \$30.00.
- Returned check fee is \$25.00.
- Authorize payment of \$300 to Earl Shoemaker for mowing of the Bell Site. (*The "Bell Site is the Town-owned 80' x 120' parcel that abuts the Shoemaker property.*)

TOWN BOARD MEETING

Councilor Chris Fesko, as Deputy Town Supervisor, called the regular meeting of the Spafford Town Board to order at 7:30 p.m.

MINUTES

A motion to accept the minutes of the December 8, 2016 Town Board meetings as submitted was made by Councilor DeWitt, seconded by Councilor Randall. The motion PASSED: AYES- 4, NAYS- 0.

RESOLUTION 4-2017

Abstract #1 – General & Highway Funds

On a motion by Councilor Venezia, seconded by Councilor DeWitt the following resolution was PASSED.

AYES – 4	Fesko, Venezia, Dewitt, Randall
NAYS – 0	

General Fund Abstract #1 and Highway Fund Abstract #1 are approved. (Audited abstract totals will be reflected in the February 2107 Town Board meeting minutes.)

ABSTRACT #12 – DECEMBER 8, 2016

Audited bills for Abstract #12 were as follows:

General Fund	vouchers 341 – 388	\$ 26,814.73
Highway Fund	vouchers 152 – 163	\$ 17,375.73

RESOLUTION 5-2017

2017 Attorney Contract

On a motion by Councilor DeWitt, seconded by Councilor Randall the following resolution was PASSED.

AYES – 4	Fesko, Venezia, Dewitt, Randall
NAYS – 0	

Resolved Town Supervisor Kozub is authorized to sign the 2017 contract as presented with Attorney James Gascon of Costello, Cooney & Fearon, LLC.

TOWN SUPERVISOR 'S STATEMENT

The Town Supervisor 's Statement for December 2016 was read by Accountant Thomas Chartrand and filed. A motion to accept the Town Supervisor 's Statement for December 2016 was made by Councilor DeWitt, seconded by Councilor Randall. The motion PASSED. AYES – 4, NAYS – 0.

RESOLUTION 6-2017

December 2016 Bank Reconciliation

On a motion by Councilor Fesko, seconded by Councilor DeWitt the following resolution was PASSED.

AYES – 4

Fesko, Venezia, DeWitt, Randall

NAYS – 0

Resolved to find a positive audit of the December 2016 bank statement as presented before the Town Board.

HIGHWAY REPORT

- Accumulated refrigerators, air conditioners, etc., with Freon properly removed, were sold as scrap metal and realized \$508.46 for the Town.
- The 2017 plan for expenditure of Highway Funds includes paving all of Willow Hill Road and chip seal on the paved section of Becker Road. The Board will discuss the agreement for the expenditure of Highway Funds at the February 9, 2017 meeting.

TOWN CLERK 'S REPORT

The Town Clerk 's Cash Report for December 2016 was reviewed.

CODE OFFICER 'S REPORT

Mr. Tanner 's reported on the following activity for March/April 2016:

- Permits Issued
 - 1687 Littlehales Lane – demolition of residence
 - 1687 Littlehales Lane – new residence - PENDING
- Other Items
 - Certificate of Occupancy issued for remodel at 1861 East Lake Road.
- 2016 REVIEW
 - 7 new residences
 - 6 major alterations
 - 21 repairs/alterations
 - 11 residential demolitions
 - 87 Total permit issued

RESOLUTION 7-2017

Advertising for ZBA, Planning Board & Cemetery Superintendent Applicants

On a motion by Councilor Venezia, amended by Councilor Fesko, seconded by Councilor Randall the following resolution was

PASSED.

AYES – 4

Fesko, Venezia, DeWitt, Randall

NAYS – 0

Resolved the Town Clerk is authorized to place one advertisement in the Skaneateles Press for interested persons to serve as: ZBA member; Planning Board member; and Cemetery Superintendent. Further, the Town Clerk is authorized to advertise additionally to ensure notice reaches all areas of the Town.

ZONING BOARD OF APPEALS (ZBA) REPORT

Geoff Barron, ZBA Chair, reported the ZBA lacked a quorum for their December 2016 meeting. Their agenda was advanced to January 2017.

PLANNING BOARD REPORT

Kim Brayman, Planning Board member, reported their December meeting was cancelled due to the weather. Their agenda was advanced to January 2017.

WRIGHT-BEARD FUNERAL HOME

In response to the Town Clerk ' s telephone call, Sean Whittin of Wright-Beard Funeral Home, Inc. (W-BFH) submitted a letter expressing the decedent ' s family ' s financial limitations. Mr. Whittin further stated Town of Spafford ' s Cemetery Supt. James Clark indicated the fee was \$500. Mr. Whitten has corrected the price in W-BFH records for any future activity. *(The burial fee of \$575 was adopted by the Town Board in 2014.)*

The Town Clerk is directed to deposit the \$500 check from W-BFH and to post a letter to Mr. Clark requesting clarification of the transaction.

RESOLUTION #8-2017

Memorializing the Intent of the Town Board of the Town of Spafford, County of Onondaga, Regarding the Need to Maintain the Existing Alignment of Interstate 81 Through Syracuse

WHEREAS, for the last 50 years, Interstate 81 has served as a vital backbone for the economy of the Central New York, connecting commuters, businesses, tourists, visitors, and through travelers alike; and

WHEREAS, among its important functions, Interstate 81 provides vital links with access to downtown Syracuse, all of our hospitals, Syracuse University, Destiny USA, present and future businesses and residents along 81 corridor, to business and residents within the Town of Spafford; and

WHEREAS, turning Interstate 81 to Route 481 leaves no alternative north-south Route for national defense, national disaster, and general maintenance and repairs; and

WHEREAS, although there are a variety of ways to deal with I-81's aging infrastructure, the existing "Interstate " function and designation must be preserved, because any solution which would remove I-81 ' s vital function from its present alignment would irreparably harm the regional economy and corresponding employment dependent upon the highway network in addition to negatively impacting local neighborhoods and quality of life; and

WHEREAS, redirecting Interstate 81 to Route 481 is not smart environmental policy because the distance traveled for through traffic and further stop and go intercity commuting traffic is increased. This is polluting, inefficient, requires the use of greater amounts of petroleum based fuels, hurts the regional economy, and is detrimental to social welfare and the environment; and

WHEREAS, the future of I-81 presents one of the greatest planning decisions to face New York State in decades and the outcome will impact our region for the next 100 years; and

WHEREAS, it is the consensus of the Spafford Town Board that any decision reached by the NYS DOT should satisfy function first, and should be closely tailored to satisfy that function; and

WHEREAS, we support smart growth and the creation of a new and welcoming entrance to Syracuse, and the integration of the hospitals and university areas with the rest of downtown, we believe it must not be accomplished by compromising one of the most significant advantages of living, working, doing business and visiting Onondaga County;

WHEREAS, the Spafford Town Board supports a balanced, comprehensive approach, a regional transportation plan is necessary to ensure smart choices are made, a plan that can provide environmental, social and economic benefits to all of Central New York, one that promotes alternative and mass transit options including alternate fuels, electric vehicles, and a light rail system; for out suburban communities are in dire need of a traffic diet as well; and,

WHEREAS, if Interstate 81 is not retained as an interstate highway through Syracuse, truck traffic will become a greatly increased burden for communities to the west of Syracuse;

WHEREAS, the Almond Street “boulevard ” and parallel streets in Syracuse would bear the burden of scores of thousands of additional vehicles each day, displaced by the removal of the elevated highway;

WHEREAS, additionally, if Interstate 81 is not retained as an interstate highway, trucks headed north through Syracuse to Interstate 690 or the New York Thruway would encounter a boulevard laced with 14 signalized intersections, then have to make a right turn onto Erie Boulevard, travel east two blocks, make a left turn to pass under I-690, and then another left turn onto a westbound I-690 ramp. It is very unlikely that trucks traveling north on I-81 with a destination to the west would travel this route, nor would they divert miles out of the way to the east of Syracuse and pay increased tolls on the Thruway to reach their goal. The result would be communities west of Syracuse experiencing a greatly increased burden of truck traffic, with many of the trucks carrying hazardous wastes;

WHEREAS, the Town of Spafford is primarily a rural and residential community with farming as one of the Town's primary industries; and

WHEREAS, the elimination of Interstate 81 as it currently exists would force westbound traffic to be channeled through western communities such as Spafford and said additional traffic would jeopardize the health, safety and welfare of the resident and in particular interfere with farm equipment traveling on said roads thereby causing additional safety concerns,

NOW, THEREFORE BE IT RESOLVED, that the Spafford Town Board memorializes its determination that the existing Interstate 81 alignment through Syracuse and Central New York must remain and its function and designation as an interstate highway must not be removed or impaired; and, be it further

RESOLVED, that the Supervisor of the Town of Spafford is hereby directed to cause a copy of this resolution to be transmitted to the New York State Department of Transportation, to the Syracuse Metropolitan Transportation Council, and to the various legislative members representing Onondaga County at the state level.

Adopted 4 Ayes 0 Nays 1 Absent

AOTSNY ANNUAL CONFERENCE

The Association of Towns of the State of New York will hold their annual meeting and training conference at the New York Marriott Marquis, New York City. The sessions are scheduled for February 19-22, 2017. This training is for town officials; reimbursement for attending requires approval from the Town Board prior to attendance.

RESOLUTION 9-2017

AOTSNY Conference Attendance

On a motion by Councilor Fesko, seconded by Councilor Randall the following resolution was

PASSED. AYES – 4 Fesko, Venezia, Dewitt, Randall

NAYS – 0

Resolved Supervisor Kozub is authorized to attend the 2017 AOTSNY conference and if attending, is designated as the delegate for Spafford.

CEMETERY CONTRACTOR

The prior contractor for burials in the Town ’ s cemeteries has declined to continue the service for 2017. Town Board members will seek quotes for the opening and closing of graves.

RESOLUTION 10-2017

Dog Shelter Services Contract

On a motion by Councilor Venezia, seconded by Councilor DeWitt the following resolution was

TOWN BOARD MEETING

January 5, 2017

PASSED. AYES – 4 Fesko, Venezia, Dewitt, Randall
 NAYS – 0

Resolved Supervisor Kozub is authorized to sign the 2017 contract with Country Acres Pet Services for dog shelter services as submitted.

RESOLUTION 11-2017

1997 Gradall Bill of Sale

On a motion by Councilor Fesko, seconded by Councilor DeWitt the following resolution was

PASSED. AYES – 4 Fesko, Venezia, Dewitt, Randall
 NAYS – 0

Resolved Supervisor Kozub is authorized to sign the Bill of Sale between Liberty Mutual and the Town of Spafford in the amount of \$29,500 for the Town of Spafford 's 1997 Gradall.

PROPOSED LOCAL LAW A-2017

Mr. Gascon reviewed proposed local law A-2017 which will amend Local Law 4-2016, Regulating the Short Term Rental of Homes. The proposed law will be formally introduced at the February 9, 2017 Town Board meeting.

ADJOURNMENT

A motion to adjourn the meeting at 8:35 p.m. was made by Councilor DeWitt, seconded by Councilor Venezia. The motion was carried unanimously.

Respectfully submitted by,

Next meeting to be held
Thursday, February 9, 2017 @ 7 p.m.
@ Spafford Town Hall

Lisa M. Valletta
Town Clerk
Town of Spafford