

**VILLAGE BOARD MEETING MINUTES**  
**October 12, 2023**  
**7:00 P.M.**

**PRESENT:** Mayor Sennett, Trustees Evans, Lynn, Richards and Zapata, DMO Posella, CEO Crompt, Police Chief Heggelke, SVFD Chief Buehler, WWTP Operator Twitchell\* and Village Attorney Pavlus

<b>Others:</b>	Jason Gabak*	Skaneateles PRESS Editor
	Clark Maher	2 W. Lake St.
	John Rooney	3415 E. Lake Rd.

\*Attended via Microsoft Teams

**Public Hearing - Local Law #9 of 2023 - Occupancy Tax**

Mayor Sennett noted that we began to pursue this after doing some research and with the understanding that we have a substantial amount of tourism. This money goes into the General Fund and can help with various projects in the Village that we aren't typically able to plan for in the budget.

**Resolution #2023-297:** On the motion of Trustee Evans seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to open the public hearing at 7:04 pm. Mayor Sennett asked for comments from the floor.

Clark Maher (2 W. Lake St.) said that Onondaga Co. collects based on their quarters. 4/20 for the 1st quarter - Jan 1-March 31. NY State collects March 20. He is wondering what time period is collected for each quarter and what the collection dates will be.

Attorney Pavlus said that 2/28 is the first collection. Then quarterly after that following the Village fiscal calendar which runs from June 1 through May 31. The regular 1st quarter will be Dec, Jan, Feb. He also said the tax is due on the date the return is filed.

**Resolution #2023-298:** On the motion of Trustee Lynn, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to close the public hearing at 7:10 pm. Atty Pavlus read through the resolution.

**Resolution #2023-299:** On the motion of Trustee Evans, seconded by Trustee Zapata, it was resolved and carried (5-0 in favor) to adopt the following resolution regarding local law #9 of 2023.

WHEREAS, New York State Tax Law Section 1202-hhh authorizes the Village of Skaneateles to adopt a local law implementing an occupancy tax in the Village; and

WHEREAS, the Village Board of the Village of Skaneateles adopted a resolution on September 14, 2023 scheduling a public hearing to consider Local Law # 9 of 2023 – Hotel Occupancy Tax (the “Local Law”); and

WHEREAS, the purpose of the Local Law is to implement a tax of five percent (5%) of the per diem rental rate for each rented room in the Village of Skaneateles, as defined in the Local Law, except with regard to exempt organizations set forth in §195-39 of the Local Law; and

WHEREAS, following publication of notice in accordance with all legal requirements, the Village held a public hearing concerning the Local Law on October 12, 2023 at 7:00 p.m. in

satisfaction of the requirements of the New York Village Law and the New York Public Officers Law; and

WHEREAS, the Village Board desires to comply with the requirements of the State Environmental Quality Review Act ("SEQRA") and its implementing regulations set forth at 6 NYCRR Part 617 (the "Regulations"), with respect to the adoption of the Local Law.

NOW, THEREFORE, BE IT RESOLVED, that the Village Board hereby classifies the Local Law as a Type II Action under SEQRA involving the "adoption of regulations, policies, procedures and local legislative decisions" as set forth in Section 617.5(c)(33) of the Regulations; and

BE IT FURTHER RESOLVED, that the Village Board hereby adopts the Local Law, and that henceforth it will be designated as Local Law # 9 of 2023; and

BE IT FURTHER RESOLVED that the Local Law shall take effect immediately upon its adoption.

WHEREFORE, the foregoing Resolution was put to a vote and approved by the members of the Board of Trustees of the Village of Skaneateles on October 12, 2023.

**Consider the Winterfest 2024 plan as proposed by John Rooney.**

Mayor Sennett thanks Mr. Rooney for the event map he provided to the Board. Mr. Rooney said the activities are known and pretty much identical to the past 10 years. If anything new comes up they will come back to the Board.

**Resolution #2023-300:** On the motion of Trustee Lynn, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to approve the 2024 Winterfest plans as proposed by John Rooney.

**Minutes** – **Resolution #2023-301:** On the motion of Trustee Evans, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to approve the Regular Meeting Minutes of September 28, 2023, as presented.

**Correspondence & Announcements** – Mayor Sennett noted the following:

- Receipt of letter from SMTC (Syracuse Metropolitan Transportation Council) regarding the availability of funding.

Trustee Evans noted some areas in which sidewalks could be installed.

- Receipt of Skaneateles Education Program October Updates from Cornell Cooperative Extension of Onondaga County.

**Police Department** – Upon request by Mayor Sennett, Chief Heggelke said they are continuing their stolen vehicle investigations. The DA's office is going to help look at some video. Please lock your cars and do not leave your keys in them. Cameras on homeowners' houses are very helpful. It is encouraged that homeowners install them. The department is also going through training with Tasers. Chief Heggelke also wanted to announce that the solicitors from Spectrum were in for a brief presentation and explanation of our laws. They were also given a yellow ID to identify them as registered with the Village. They are registered to go until December 3rd. The police department has also been doing "Faith in Blue." He also reported the following: **Incident Types:** 222 Calls for Service; **Criminal:** 5 Larcenies; 2 Domestic; 2 Harassments; **Non-Criminal:** 2 Vehicle Lockouts; 2 Property Checks; 20 Ambulance Calls; 4 Fire Calls; 4 Alarms; 7 Recovered/Found Property; **Traffic:** 31 Total Traffic Stops; 9 Traffic Tickets Issued; 14 Total Parking Tickets; 445 Courtesy Cards; **Motor Vehicle Accidents:** 3 Property Damage; 1 Personal Injury; **Arrests:** 0.

**Codes Enforcement** – Upon Mayor Sennett’s request, CEO Crompton thanked DMO Posella for relinquishing the office space in the back building. Mayor Sennett acknowledged that Codes Enforcement Officer Crompton submitted his report which included 3 Footer Inspections; 1 Foundation Inspection; 7 Framing Inspections; 2 Insulation Inspections; 6 Final Inspections; 12 Fire Inspections; 18 Building Permits; 1 Demolition Permit; 1 Meeting with the Mayor; 5 Meetings with Property Owners; 3 Meetings with Contractors; 4 Meetings with Architects; 2 Meetings with Chairman.

**Operations** – Upon Mayor Sennett’s request, DMO Posella highlighted that they did a sweep through the commercial district. Brush pick-up is now over. The last day to put out brush was this past Monday. The team will do 1 final pass tomorrow which is above and beyond since they already did the final sweep. Trustee Zapata added that this final sweep is above and beyond and that she questions the continued viability of the service offered by our already limited resources, especially given the complaints. DMO Posella has also reached out for an evaluation of one of our circuits and the substation. The Seawall project is ready to mobilize and so is the WWTP project. He also attended the NYMPA and MEUA meetings this week and walked away feeling good about them. They are also working on the Lakeview Circle project.

**WWTP** – In response to Mayor Sennett, WWTP Operator Twitchell said things are going really well at the plant. It’s running well and there are no issues so they are trying to get ahead on the maintenance now that he has an additional person. He highlighted the satisfactory inspection that they received and that this is the best you can get. The project at the plant shouldn’t interrupt services. In August, they treated 14.0 million gallons of wastewater; average flow per day was .47 MGD; total rainfall was 1.67 inches; and hauled 48,250 gallons of sludge to the Auburn wastewater treatment plant. They performed all of the monthly maintenance on equipment; passed all of the monthly tests; successfully filled out and submitted the monthly DMR to the DEC and attended the Municipal Board Meeting. They thoroughly cleaned the clarifier room, and RBCs #3 and 4. They pumped the south clarifier down to pressure wash. Operators Twitchell and Hawker attended the American Water Works Association annual operator symposium in Buffalo.

**Fire** – In response to Mayor Sennett, Chief Buehler read his report which included: Kevin Mead has been recertified as an EMT; Firefighters Tom Evans and Cameron Hertzendorf completed BEFO and IFO-129 hours of training; All apparatus had their annual maintenance and pump test completed; Hurst Tools passed their annual testing and had their annual maintenance done; there will be a Fire Prevention Open House on October 13, 2023 from 7-9 pm; Crew Protects have been installed in E-11, 12, TR-1 and will be installed in R-1, Station 1 (which was donated). WR-2 will be taken out of the lake sometime soon. The 12th Annual Casino Night and High Stakes Money Drawing will be scheduled for September 2024.

**Calls for the month of December:** 39 Total Alarms; 2 Structure Fires; 1 Vegetation Fire; 11 EMS; 1 Rescue; 6 Motor Vehicle Accidents; 1 Extrication; 4 Hazardous Condition; 1 Service Call; 10 False Alarms; 3 Canceled Enroute; 7 Mutual Aid Given; 15 Mutual Aid Received; 12.2 Avg. Personnel; 1:45 Avg. Enroute time; 5:05 Avg. On-scene Time; 1 Meeting; 3 Drills; 10 Trainings; 13 Miscellaneous; 3397.4 member hours.

**Upcoming Trainings:** 10/16 - Live Fire at 18:30; 10/23 - Hunter Extrication at 19:00; 10/30 Auto Extrication at 19:00; and 10/31 is Halloween.

Mayor Sennett also highlighted that there is a voucher to be paid for \$8,000 for turnout gear and that it's worth noting that the turnout gear has a 10 year shelf life and even though it isn't worn every day, we have to replace the gear, helmets, gloves, boots, etc.

### **New Business**

**Consider subscribing to accounting software “Sage 50” at a cost of up to \$3,018/year from account A1680.4 (Maint & Lease Computer & Software) as recommended by Treasurer Hanno.**

After speaking with Treasurer Hanno, Mayor Sennett said that Sage may do more than we were even looking for.

**Resolution #2023-302:** On the motion of Trustee Zapata, seconded by Trustee Evans, it was resolved and unanimously carried (5-0 in favor) to approve subscribing to accounting software “Sage 50” at a cost of up to \$3,018/year from account A1680.4 (Maint & Lease Computer & Software) as recommended by Treasurer Hanno.

**Consider approving the closure of all of Leitch Ave and Academy Street from State to Leitch on Halloween from 4pm to 9pm for “local traffic only.”**

Trustee Zapata said that a few years ago we asked that Academy Street be shut down to traffic on Halloween and a few years later, we added Leitch. These streets are narrow, and they are the hot streets in the Village.

**Resolution #2023-303:** On the motion of Trustee Zapata, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to approve the closure of all of Leitch Ave and Academy Street from State to Leitch on Halloween from 4pm to 9pm for “local traffic only.”

**Consider approving the resolution as presented to approve the amended 2023 MCA with the Greater Tompkins County Municipal Health Insurance Consortium.**

**Resolution #2023-304:** On the motion of Trustee Lynn, seconded by Trustee Evans, it was resolved and unanimously carried (5-0 in favor) to approve the resolution as presented to approve the amended 2023 MCA with the Greater Tompkins County Municipal Health Insurance Consortium.

**Consider the option to contract with TechMD to connect the DPW building to the Village network for a cost not to exceed \$3,313.00 out of account A1680.2 (New Software/Hardware).**

Mayor Sennett stated that this item will connect our DPW building to the Village network which is something we need to do.

**Resolution #2023-305:** On the motion of Trustee Evans, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to approve the option to contract with TechMD to connect the DPW building to the Village network for a cost not to exceed \$3,313.00 out of account A1680.2 (New Software/Hardware).


**Public Comment** – Mayor Sennett asked for public comment:

Trustee Lynn said that a number of the Board members attended the Citizen of the Year awards ceremony last night which was a great event, and congratulations to the award recipients. Mayor Sennett added that the room was filled with great people who give to the community.

**Approval of Bills** – **Resolution #2023-306:** On the motion of Trustee Zapata, seconded by Trustee Evans, it was resolved and unanimously carried (5-0 in favor) to pay the bills.

General Fund	Vouchers #338-382	Checks#26827-26872	\$53,483.91
Sewer Fund	Vouchers #62-70	Checks#7039-7047	\$11,482.96
Electric Fund	Vouchers #77-85	Checks#8206-8214	\$ 2,284.31
Water Fund	Vouchers #50-55	Checks #5233-5238	\$ 4,187.38

**Adjournment** – **Resolution #2023-307:** On the motion of Mayor Sennett, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 7:53 p.m.

  
Laurie A. Walter, Village Administrator/Clerk