**July 9th, 2019 LaFayette Town Board Meeting Minutes**

Minutes of the Town Board Meeting held by the LaFayette Town Board on July 9, 2019 at 6:30 p.m. in the Meeting Room of the LaFayette Commons Office Building at 2577 Route 11 in the Town of LaFayette.

 Present: Daniel Fitzpatrick, Supervisor

 Steve Zajac, Councilor

 Melanie Palmer, Councilor

 Carole Dwyer, Councilor

 William McConnell, Councilor

 Recording Secretary: Jackie Bush Roorda, Town Clerk

 Budget Officer: Tom Chartrand

 Attorney: Jeff Brown

 Others Present: John Greeley, Highway Superintendent

 Mark Chambers, Jeff Palin, C & S Companies

John Mueller, Herb & Rosemary Brodt, Robert Graves

Paul & Sue Eiholzer and Sean Doolittle

1. Supervisor Fitzpatrick called the meeting to order at 6:30 PM and welcomed all in attendance. Councilor Zajac led the pledge to the U.S. Flag.

2. The Town Clerk, Jackie Roorda took the Roll.

3. Town Board Minutes of June 11th, 2019 Regular Meeting.

R-85-19 Councilor Palmer moved and McConnell seconded the motion to accept the June 11th, 2019 regular Meeting Minutes as submitted by Town Clerk Jackie Roorda. Motion carried 5-0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

 Steve Zajac Councilor Voted Yes

4. COMMUNICATIONS

 A. C & S

 Mark Chambers gave an update on matters going on. On June 27, 2019 the received a letter from DASNY that we received a SAM grant the highway project. This grant was originally applied for back in 2014 and we are just getting notice now. This is for $50k. They are in the process of filling out the application now for the town’s approval. They will need to show the invoices for the money spent on the project. Budget Officer Tom Chartrand advised that this money would need to stay within the general fund, could not be used to buy new highway equipment.

R-86-19 Councilor McConnell moved and Dwyer seconded the motion to authorized Supervisor Fitzpatrick to sign the Dormitory Authority State of New York (DASNY) grant application. Motion carried 5 – 0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

 Steve Zajac Councilor Voted Yes

 Councilor McConnell advised that he went over to the Vinegar Hill Sport Complex with Mark Chambers, Steve Zajac and John Greeley after the June meeting and the highway crew took care of some of the safety issues and they met with Landscape architect Mike Ridley who will generate a plan with some options we can consider, i.e. Walking path, etc.… for $2,300. Councilor McConnell suggested that we start the grant process of getting the plan of options now as it can take a minimum of 2 years to get the process going. Mark is hoping to have something back from the landscape architect in the next few weeks.

R-87-19 Councilor McConnell moved and Palmer seconded the motion to approve the expenditure of $2300 for Landscape Architect Mike Ridley to devise a plan for the Vinegar Hill Sport Complex. Motion carried 5-0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

 Steve Zajac Councilor Voted Yes

B. Amendment/Handbook

R-88-19

**RESOLUTION OF THE TOWN OF LAFAYETTE TOWN BOARD**

**AMENDING THE EMPLOYEE HANDBOOK TO CLARIFY THE**

**MAXIMUM ACCRUAL OF SICK LEAVE FOR TOWN EMPLOYEES**

The Town Board of the Town of LaFayette in the County of Onondaga and State of New York met in regular session at the LaFayette Town Hall, 2577 U.S. Route 11, LaFayette, New York on July 9, 2019.

The following resolution was offered by Councilor Palmer, who moved its adoption, seconded by Dwyer, to-wit:

 **WHEREAS**, the Town Board of the Town of LaFayette approved an updated Town of LaFayette Employee Handbook on April 9, 2019 which included a section detailing the accrual of sick leave, and

**WHEREAS,** the maximum amount of accrued sick leave referenced in the handbook mistakenly referred to 180 hours, rather than 180 days which is current Town policy, and

**WHEREAS,** the Employee Handbook states that the policies contained therein may be added to, deleted or changed by the Town Board as necessary, and

**WHEREAS,** the Town Board hereby desires to amend the maximum amount of sick leave that can be accrued by Town employees to reflect existing policy.

**THEREFORE, BE IT**

**RESOLVED,** that the Employee Benefits/Time Off/Sick Time Pay section of the Town of LaFayette Employee Handbook as it relates to maximum accrual of sick leave for Town employees is hereby amended to reference 180 days as opposed to 180 hours.

The question of adoption of the foregoing Resolution was duly put to a vote which resulted as follows:

 Daniel Fitzpatrick Supervisor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

 Steve Zajac Councilor Voted Yes

The resolution was declared adopted. 5 - 0

 C. Letter of Intent/MS4 Mapping Project – Supervisor Fitzpatrick gave a brief summary of the Letter of Intent – Water Quality Improvement Project Grant Application –Final Urbanized Area MS4 Mapping Project and asked if there were any questions regarding. None were voiced.

R-89-19 Councilor Dwyer moved and Palmer seconded the motion to approving and authorizing Supervisor Fitzpatrick to sign the letter of Intent to participate in the “Final Urbanized Area MS4 Project addressed to Water Quality Improvement Project NYS DEC Division of Water. Motion carried 5-0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

 Steve Zajac Councilor Voted Yes

 D. Survey to subdivide the old Highway property from the softball fields – Supervisor Fitzpatrick advised that Ken Johnson approached the Town about leasing the old highway property to locate his Shed business there are zoning issues where his business is presently located. The idea is to subdivide separating the softball field portion of the property from the highway garage area, assuring the recreational softball continues. Things that need to be investigated: fair market value; developing a new map/survey; can the Town legally lease to a private entity; subject to permissive referendum, etc.

R-90-19 Councilor Zajac moved and Dwyer seconded the motion authorizing C & S Companies and Attorney Brown to move forward regarding the subdivision of the softball fields’ portion of land from the old highway garage property. Motion carried 5 - 0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Steve Zajac Councilor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

E. Request to Waive 30 day notification for a new annual liquor license application for the Orchards at Rocking Horse Farm. The Town of LaFayette has no authority over the licensing process.

R-91-19 Councilor McConnell moved and Palmer seconded the motion to approve the request to waive the 30-Day Advance Notification for a Liquor License with regard to The Orchards at Rocking Horse Farms, located at 3760 Apulia Road, Jamesville, NY, located in the Town of LaFayette. Motion carried 5 - 0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Steve Zajac Councilor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

F. Annual Shared Services Agreement with NYSDOT

R-92-19 Councilor McConnell moved and Zajac seconded the motion authorizing Highway Superintendent John Greeley to execute the 2019 Shared
 Services Agreement between New York State Dept. of Transportation and the Town of LaFayette, contingent on review and approval of Attorney Jeff Brown. Motion carried 5 – 0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Steve Zajac Councilor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

 E. Letter of resignation of Dr. Eileen Gilligan from the LaFayette Advisory Conservation Commission.

R-93-19 Councilor Dwyer moved and Palmer seconded the motion accepting the formal letter of resignation of Dr. Eileen Gilligan from the LaFayette Advisory Conservation Commission. Motion carried 5 - 0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Steve Zajac Councilor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

Supervisor Fitzpatrick thanked Dr. Gilligan for her service to the Town.

6. REPORTS

1. Departmental

 1. Town Supervisor

a. 1. Town Supervisor’s Monthly report was provided by Budget Officer Tom Chartrand. Tom went through the highlights of the June, 2019 report, advised that Court fees are at 42%, tower money is strong, interest is good, a highway check came in from the County, and other than that, it has been a quiet month.

 b. Tom Chartrand advised there are transfers necessary as follows:

 GENERAL FUND

To:

A1355.1 Assessor Personal Services $2,300.00

 TOTAL $2,300.00

From:

A1355.4 Assessor Contractual $2,300.00

 TOTAL $2,300.00

HIGHWAY FUND

To:

 DA5110.4 Repairs Personal Services $7,000.00

 TOTAL $7,000.00

From:

 DA9950.0 Transfer to Reserve Intrafund Transfer $7,000.00

 TOTAL $7,000.00

R-94-19 Councilor Dwyer moved and McConnell seconded the motion to approve the transfer of appropriations as listed above. Motion carried 5 - 0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Steve Zajac Councilor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

 2. Town Attorney

1. Millings Pile - Attorney Jeff Brown advised that he had a conversation with Reggie Parker at DEC regarding the unresolved issues regarding the question of Notice of Violation for Stormwater Permit, still evaluating any post construction Stormwater management when the pile is gone and the portable pug mill & asphalt plants. Attorney Brown will continue conversing with DEC.

b. I-81 Project future plans and the issue to join in on any litigation as some other Towns have resolutions against the possible I-81 grid. Supervisor Fitzpatrick advised that he Federal government has not reviewed this. There is a meeting at Grimshaw Elementary School on July 23, 2019 from 6-8pm for residents to give their opinions on this subject.

c. Cable Franchise Agreement Renewal – Attorney Brown advised that he has been in communication with Charter Communications/Spectrum and had put down in writing some of his concerns. To date he has not heard back from them. The existing contract is still in effect and prior to renewing a contract he wants to be sure the residents are protected. He has also been in contact with another person at Spectrum regarding the utility poles on Palmer Road.

d. McDonald’s application for signage – Attorney Brown advised that their representative, Lauren was absent from the Zoning Board of Affairs meeting last month. Town Clerk Jackie Roorda advised that Steven Owens from McDonald’s Corp. left a message for Code Enforcement advising that the reason Lauren was not present at the zoning meeting is that she had to take an unexpected leave of absence and now Steve Wilson will be handling the application.

e. Attorney Brown reported that the LaFayette Zoning Board of Appeals approved Cypress Solar Farms specific permit application at the June meeting and they will have a Public Hearing in July before the Planning Board regarding the site plan review.

3. Highway Superintendent

Roads: The department is currently paving and shimming roads. Surface treating will start Thursday, July 11, 2019 and John Greeley will collaborate with other towns to cut down on the cost for the surface treatment.

Equipment: The 2019 Ford F-550 has been delivered to Marietta Diesel. Waiting for dump box and central hydraulics to be installed.

Parks: Repaired some issues at the LaFayette Sports Complex. Still need to tear down “unsafe” Pavilion after roads are finished. Thanks to Town Board members Bill McConnell, Steve Zajac and C&S Engineering for all their professional input.

Greeley advised that the Winter Severity Rate increased from $12,932 to $24,802 due to the extremely hard winter last year.

 4. Town Clerk

a. Monthly Report for June and payment to Supervisor’s Account were in the packet for Town Board review*.*

b. Town Clerk Roorda advised that Comp Alliance will be at the Town Hall, Highway Garage and Library on July 18th, to do the annual walk through, liability inspection.

4. Building and Code Enforcement – Code Enforcement Officer Ralph Lamson submitted his written report for building permits, issued to date for 2019.

 6. Justice Court -

 a. Justices Monthly report for May 2019

 106 - Total cases for Judge Perrin; $9,470.00 was taken in for the month of May 2019.

 97 - Total cases for Judge Shute; $8,840.00 was taken in for the month of May 2019.

b. JCAP Grant Application – Budget Officer Tom Chartrand advised that the Justice Court needs a resolution in order to apply for the JCAP 2019-20 grant.

R-95-19 Councilor Dwyer moved and Palmer seconded the motion approving Court Clerk, Carleen LaRonde’ s formal request to participate in the Justice Court Assistance Program (JCAP) grant process for 2019-2020. Motion carried

5 - 0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Steve Zajac Councilor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

7. OPEN COMMUNICATIONS

 1) LaFayette Fire Department Shawn Doolittle advised that one person attended Tower Walk training and another person attended a half day training on how to effectively deal with fires, etc. when the home is occupied by a hoarder. He also commented that they were involved in the Route 81 incident involving hazardous material accident the day before the meeting from 4:00am – 12:00pm.

8. Motion to audit and pay bills.

General Fund 14586-14615 $ 27,789.46

 Highway Fund 14616-14625 $ 16,200.43

 Special District 14626-14627 $ 538.60

 Trust & Agency 14628-14628 $ 1,605.00

R-96-19 Councilor McConnell moved and Palmer seconded the motion to audit and pay the above listed bills. Motion carried 5 - 0.

Daniel Fitzpatrick Supervisor Voted Yes

 Steve Zajac Councilor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

9. Motion to adjourn.

R-97-19 Councilor Palmer moved McConnell and seconded the motion to adjourn the meeting. Motion carried 5 - 0.

 Daniel Fitzpatrick Supervisor Voted Yes

 Steve Zajac Councilor Voted Yes

 Melanie Palmer Councilor Voted Yes

 Carole Dwyer Councilor Voted Yes

 William McConnell Councilor Voted Yes

The Town Board Meeting was adjourned at 7:05 p.m.

Respectfully submitted,

Jacqueline G. Roorda, Town Clerk