

## July 14<sup>th</sup>, 2020 LaFayette Town Board Meeting Minutes

Minutes of the Regular Town Board Meeting held by the LaFayette Town Board on July 14, 2020 at 6:30 p.m. in the Meeting Room of the LaFayette Commons Office Building at 2577 Route 11 in the Town of LaFayette and Facebook live.

Present        Daniel Fitzpatrick, Supervisor  
                   Steve Zajac, Councilor  
                   William McConnell, Councilor  
                   Melanie Palmer, Councilor  
                   Carole Dwyer, Councilor  
                   Jackie Bush Roorda, Town Clerk

                  Attorney Jeff Brown  
                   Budget Officer Tom Chartrand  
                   Bldg. & Code Enforcer, Ralph Lamson  
                   Information Officer, Sue Marzo  
                   Residents: Herb & Rosemary Brodt;  
                   Barb Lasky

1. Supervisor Fitzpatrick called the meeting to order at 6:30 PM and welcomed all in attendance. Councilor McConnell took a moment prior to leading the Pledge of Allegiance to reflect on the last 6 words of the Pledge "with liberty and justice for all".
2. The Town Clerk, Jackie Roorda took the Roll. All Town Board Members were present.
3. Town Board Meeting of June 9, 2020 Regular Meeting Minutes

**R-55-2020** Councilor Palmer moved and McConnell seconded the motion to accept the June 9, 2020 regular meeting minutes as submitted by Town Clerk Jackie Roorda. 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

4. PUBLIC HEARING – Amending the Zoning Code

**R-56-2020** Councilor McConnell moved and Zajac seconded the motion to Open the Public Hearing with regard to adopting Local Law No. 1 of 2020 which enables the Town to move toward the next step of codifying all of the LaFayette Local Laws and Zoning Code. 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

Attorney Jeff Brown explained that a committee was formed which reviewed and completed in 2017 rewriting and updating of the original zoning ordinances of 1970 including the multiple amendments. The Local Law needs to be passed before moving forward to the codification process, that this is not the Codification when that comes up in a few months. There will be another opportunity for residents to voice their concerns at that time. The major change in the code is that we are splitting out the current Ag/ Residential District to Residential District (R1 District) and Agriculture District; Both districts will maintain the same dimensional requirements that they currently have. Attorney Brown advised that he has spent several months reviewing the rewritten Zoning Ordinance and made some legal and structure tweaks to make it easier to read.

No residents spoke in person for or against the local law.

**R-57-2020** Councilor McConnell moved and Zajac seconded the motion to Close the Public Hearing with regard to amending the Town of LaFayette Zoning Codes. 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

## *Local Law Filing*

---

Town of \_\_\_\_\_ LaFayette \_\_\_\_\_

Local Law No. \_\_\_\_\_ 1 \_\_\_\_\_ of the year 2020.

**A local law** \_\_\_\_\_ to adopt a revised zoning code for the Town of LaFayette and amend the zoning maps \_\_\_\_\_  
(Insert Title)  
 \_\_\_\_\_ referenced in Article 1, Section C of the Town of LaFayette 1970 Zoning Ordinance to  
 add \_\_\_\_\_  
 \_\_\_\_\_ a new R1 district \_\_\_\_\_

Be it enacted by the \_\_\_\_\_ Town Board \_\_\_\_\_ of the

Town of LaFayette as follows:

**Section 1.** The Town of LaFayette 1970 Zoning Ordinance and all amendments thereto are hereby repealed and replaced by the Zoning Code of the Town of LaFayette dated October 28, 2017 and last revised on March 22, 2020 attached hereto.

**Section 2.** The Zoning Map(s) of the Town of LaFayette referenced in Article 1, Section C of the Town of LaFayette 1970 Zoning Ordinance are hereby amended as follows:

- a. The zoning classification of all parcels designated R1 on the attached Town of LaFayette Zoning Map dated December 2016 are changed from their current designation of Agricultural-Residential (AR) to Residential (R1).
- b. The zoning classification of all parcels designated AG on the attached Town of LaFayette Zoning Map dated December 2016 are changed from their current designation of Agricultural-Residential (AR) to Agricultural (AG).

**Section 3.** Severability. If any clause, sentence, paragraph, subdivision, or part of this Local Law or the application thereof to any person, firm or corporation, or circumstance, shall be adjusted by any court of competent jurisdiction to be invalid or unconstitutional, such order or judgment shall not affect, impair, or invalidate the remainder thereof, but shall be confined in its operation to the clause, sentence, paragraph, subdivision, or part of this Local Law or in its application to the person, individual, firm or corporation or circumstance, directly involved in the controversy in which such judgment or order shall be rendered.

**Section 4.** This Local Law is effective upon filing with the Secretary of State.

Attorney Brown, recommended a motion stating that for the purposes of SEQR that the Town Board would be the lead agency and the intent is to improve the environment and how things are done within the Town and passing the code will have no significant adverse environmental impact to the Town.

*(The Full Environment Assessment Form Part 1 – Project & Setting, Part 2 – Identification of Potential Project Impacts and Part 3- Evaluation of the magnitude and importance of project impacts and determination of significant is on file in the Town Clerk’s office)*

**R-58-2020** Councilor McConnell moved and Palmer seconded the motion, for the purpose of SEQR, naming the Town Board as lead agency and stating the local law amending the zoning code and map will have no significant adverse environmental impact to the Town. 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

**R-59-2020** Councilor Dwyer moved and McConnell seconded the motion to adopt the Local Law adopting a revised Zoning Code and Zoning Maps for 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

5. COMMUNICATIONS

**A. Resolution regarding the Health Protections for the Town Office reopening due to Covid-19.**

**WHEREAS**, the Town of LaFayette recognizes the unique threat posed by the COVID-19 pandemic to Town employees, contractors and visitors; and

**WHEREAS**, the Governor of the State of New York has issued a series of Executive Orders restricting a number of activities to preserve the health and welfare of the citizens of the State of New York; and

**WHEREAS**, the Town of LaFayette desires to comply with all Executive Orders of the Governor and in recognition of the Governor’s requirements to reopen municipal government and also to help lower the risks of spreading the COVID-19 virus, the Town Board of the Town of LaFayette hereby formalizes in this resolution those protocols which have been in effect in the Town since March 19, 2020. They include:

**ON-THE-JOB PROTOCOLS AND PROCEDURES TO PREVENT TRANSMISSION OF THE COVID-19 VIRUS**, including hand washing, use of sanitizers, cleaning procedures, social distancing and use of web hosting technology, among others.

**PROTOCOLS AND PROCEDURES REGARDING SICK WORKERS**, including zero tolerance for ill employees reporting to work, having employees self-certify their health condition prior to each shift and immediately sending home any employee who feels ill, among others.

**PROTOCOLS AND PROCEDURES REGARDING THE AVAILABILITY AND USE OF FACE MASKS**, including the required use of face coverings at work unless otherwise notified by a direct supervisor and the installation of a plexiglass barrier in the main office of Town Hall separating visitors from office staff, among others.

A copy of said resolution will be posted in the Board minutes and is also available for public inspection in the Town Office.

**R-60-2020** Councilor McConnell moved and Palmer seconded the motion to accept the above Resolution regarding the Health Protections taken in response to Covid-19 Pandemic for the Town Hall reopening. 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

B. Carol Watson Greenhouse Estimate for 2020 Season.

**R-61-2020** Councilor McConnell moved and Dwyer seconded the motion to accept the quote from Carol Watson Greenhouse for \$1,137.50 for Spring Clean-up and Maintenance at Town Offices and Community Center. 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

C. Omni Navitas Solar Project proposed PILOT from Onondaga County Industrial Development Agency

This is to allow OCIDA (Onondaga County Industrial Development Agency) to negotiate and execute the PILOT (Payment in Lieu of Taxes) agreement on behalf of the Town of LaFayette. This is a twenty-five (25) year agreement that is adjusted per annum of 0.375% per year. Councilor McConnell questioned the renewability of this program after the 25 years. Attorney Brown advised that the Solar Farm's ability to operate is only valid for that period of time, so they would need to re-negotiate.

**R-62-2020** Councilor Dwyer moved and McConnell seconded the motion accepting and allowing Onondaga County Industrial Development Agency (OCIDA) to negotiate and enter into the 25-year PILOT agreement for the Omni Navitas Solar Project at Sentinel Height Road 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

D. Proposal for upgrade of Eastern/Sonitrol Security System in Town Hall Building. Supervisor Fitzpatrick explained that he wanted the Board to review this for future security for the Town Court, Town Clerk, Assessor, Tax Collector, Supervisor and Code office. He plans to review our procurement policy and would like to review this contract and see if this is a unique bid that will meet our software or if there are other vendors we should look at. We will table this matter for now and look at it closer to budget time.

## 6. REPORTS

### A. Departmental

#### 1. Town Supervisor Report

a. Budget Officer Tom Chartrand submitted the Monthly Financial Report, and gave a brief verbal report for the month of June, but reported that spending is very low so we are in good shape. Our interest on NYCLASS at the beginning of the year was 1.51% and we are now at 0.31%. General spending is at 28% and Highway spending is at 35%.

b. Transfer of appropriations.

**R-63-2020** Councilor Palmer moved and McConnell seconded the motion to approve the transfers as listed below. 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

### GENERAL FUND

To:

A1620.2	Buildings	Equipment	<u>\$6,000.00</u>
---------	-----------	-----------	-------------------

TOTAL	<u>\$6,000.00</u>
-------	-------------------

From:

A1620.4	Buildings	Contractual	<u>\$6,000.00</u>
---------	-----------	-------------	-------------------

TOTAL	<u>\$6,000.00</u>
-------	-------------------

Budget Officer Tom Chartrand advised that he will be sending out his budgeting worksheets on the week of August 25<sup>th</sup> requesting them back by the week of September 14<sup>th</sup>. Discussion as to the availability for members to begin the budget

process and schedule the first budget workshop resulted with choosing September 22<sup>nd</sup> at 5:00 pm.

**R-64-2020** Councilor Palmer moved and McConnell seconded the motion to set the first 2021 budget workshop meeting for the year and scheduling the special meeting for September 22, 2020 at 5:00 pm. Town Clerk Jackie Roorda will send the proper notifications per Open Meetings Law. 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. Highway Superintendent – written report by John Greeley

• **Equipment:** Greeley asked for the Town Board to approve the surplus of 1962 Yellow Tractor –Plate# AG9889 vin # 88A4839311 as the vehicle has become obsolete and would like to sell it on Auctions International, hopefully can get \$500.00

• **Roads:** All Town Surface treating is complete. The highway crew is cutting shoulders, performing ditching operation and mowing roadside will continue. Repair work will be performed on Cascade Creek bridge which was flagged again. Approximate cost will be \$21,500.00. The Highway Department will do work to save on costs. C&S engineering is working with Highway Department and providing details for the necessary repairs. They will be getting 3 quotes for sandblasting and paint restoration.

**R-65-2020** Councilor Zajac moved and McConnell seconded the motion approving the 1962 Yellow Tractor, plate # AG9889, vin # 88A4839311 be declared surplus and approving it be listed for sale on Auctions International. 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

3. Town Clerk – Advised that her June report is in the packet for the Board's review. That we have a new DEC program and as in the past the new systems are full of glitches and is not running correctly. This happens every time a new company takes over the DECALS program until the problems are ironed out,

hopefully before August 1<sup>st</sup> when the 2020-21 hunting licenses go up for sale. Other than that, things are running as normal as possible, despite COVID-19.

4. Building and Zoning Code Enforcement – Code Enforcement Officer Ralph Lamson submitted his June building permit report to the Board and stated that his office is open for business.

#### 5. Justice Court

Justices Reports Records were included for review by the members of the Town Board

A. Judge Shute had turned over \$1,185.00 (11 cases) to the Town of LaFayette for May; and turned over \$6,546.00 (70 cases) for June.

B. Judge Perrin had turned over \$1,757.00 (15 cases) to the Town of LaFayette for May; and turned over \$3,659.00 (42 cases) for June.

#### 6. Parks, Library & LCC: David Prince submitted the below written report

##### **Parks**

- Mowing and other parks maintenance continues
- Have hired a temporary helper for the summer: Brandon Benjamin (just completed his Junior year at LaFayette Jr./Sr. High School
- Issue regarding purchase of Flex-Wing mower resolved: NY state (OGS) granted “approved” status for Town of LaFayette for state contract purchases and issued number, which was provided to John Deere Corporate
- Tennis courts resurfaced by outside contractor
- Stafford Park playgrounds reopened June 19
- Stafford Park bathrooms were opened July 3 – per CDC guidelines, the bathrooms are cleaned at least daily, with more frequent cleaning of “touch surfaces”
  - o Notice posted informing park users of bathroom cleaning protocols and reminding them to continue to practice personal hygiene regarding use of park facilities (playgrounds, bathrooms)

##### **Library**

- Curbside service for loaning materials began June 1 and proceeded smoothly
- Physical library opened July 13 – patrons are granted access to use computers or browse for books by appointment only. Social distancing practices are in place for computers, etc. Curbside service will continue to be offered as an option.

-

##### **Community Council**

- LCC spring and summer programs started July 6 following state’s guidelines for youth sports and recreation activities – policies and procedures developed.
  - o Tee Ball – coed, grades K & 1
  - o Baseball/softball: two coed groups - Grades 2 & 3, and grades 4-6
  - o Lacrosse: two coed groups – Grades K-2, and grades 3-6



- LCC Winter programs (volleyball and grades 2-4 basketball) that were interrupted in March will resume next month
- Adult Coed softball league associated with LCC has begun playing games
- Other adult LCC programs (senior exercise and yoga) remain on hold for the time being

7. New Business. No new business was discussed.

7. OPEN COMMUNICATION FROM THE PUBLIC –

No comments were voiced from those attending in person. Via Facebook Live, Resident Dennis Earle forwarded his comments with regard to the proposed zoning ordinance updates which comments have been distributed to the Town Board members and are on file in the Town Clerk’s office.

8. Motion to audit and pay bills.

General Fund	16200-13232	\$248,775.64
Highway Fund	16233-16254	\$ 57,638.86
Special District	16255-16257	\$ 952.60
Trust & Agency	16258	\$ 1,615.00

**R-66-2020** Councilor McConnell moved and Dwyer 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-67-2020** Councilor McConnell moved and Palmer seconded the motion to adjourn. 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 6:56 p.m.

Respectfully submitted,

Jacqueline G. Roorda  
Town Clerk