

May 21, 2018

The Town Board of the Town of Onondaga met at a regular meeting at 5:00 p.m. on Monday, May 21, 2018 at Town Hall, 5020 Ball Road, Syracuse, New York.

Present:	Supervisor	Thomas P. Andino, Jr.
	Councilman	Charles Petrie
	Councilman	Donald Hamilton
	Councilwoman	Mary K. Ryan
	Deputy Town Clerk	Cheryl Hammond
	Town Attorney	Kevin Gilligan
	Town Engineer	William Perrine
Excused:	Councilwoman	Suzanne Belle

1. Library Director’s Report

Director of the Onondaga Free Library, Ms. Susan Morgan was present. Ms. Morgan distributed the summer schedule for library events to the Town Board. She also highlighted the following happenings:

- Senior Center Art Class Exhibit will be held the entire month of June with a reception to be held on June 7th from 4 to 5 p.m.
- The Summer Reading Program is June 18th – August 16th. This is for all ages.
- Empire Passes are no available at the library.
- “Library of Things” Collection during Tuesday afternoon Techtorials to preview the new tech gadgets.
- Split Rock Explosion Presentation will be given on Saturday, June 9th at 1 p.m. The guest speaker is Dr. Laurel Saiz from OCC.
- They will be hatching baby chicks at the library. The eggs will arrive the week of July 9th and are expected to hatch the week of July 30th.

Ms. Morgan stated that the library continues to appreciate the support of the town and the community. Enrollment of the programs is up and the library is always busy.

2. Discussion – Reposting of Securities – Hallinan Meadow Subdivision

The Town Attorney stated that his office has received everything from the developer that they need. The Town Engineer explained that in his letter dated May 15, 2018, he reported that the Hallinan Meadow Subdivision has been constructed in general conformance with the Town standards, and a suggested reposting of construction securities along with a punch list of required items was given. He also noted that the Final Plat Approval was given on May 14, 2018 from the Planning Board. The proposed boundary for the 100-year storm elevation has been submitted to FEMA, and the map shows a cross hatching of the old boundary to come off once FEMA adopts the new boundary. FEMA allows for a sixty working days review period. The application was submitted to FEMA on April 5, 2018.

TOWN BOARD RESOLUTION

**Accepting Revised and Reposted Security
Under the Alternate Highway, Sewer and Drainage
Construction and Maintenance Agreement
(Hallinan Meadow Subdivision)**

The following motion was made by Supervisor Andino, who moved its adoption, seconded by Councilman Hamilton,

RESOLVED to accept the amount of Seventy-Nine Thousand Eight Hundred Fifty and 00/100 Dollars (\$79,850.00) as revised and reposted security pursuant to Article 9(A) of the Alternate Highway, Sewer and Drainage Construction and Maintenance Agreement (hereinafter the “Agreement”) dated April 25, 2017 between **Howlett Hill Associates, LLC** and the **Town of Onondaga**, and authorizing the commencement of construction, all subject to the following conditions:

1. receipt of a fully executed Affidavit of No Liens;
2. receipt of a fully executed Interim Certificate of Completion;
3. receipt of fully executed Grant of Right-of-Way and Easement;
4. receipt of fully executed Warranty Deed;
5. payment of all outstanding fees associated with the development; and
6. satisfactory completion of any outstanding real estate items identified by the Town’s attorneys.

The question of the adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----

Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

3. Highway Superintendent's Report

Highway Superintendent, Mr. John Wheatley was present. Mr. Wheatley reported that residents of Crown Point have concerns about the Parade of Homes that will be held in that subdivision. Mr. Wheatley reviewed the area. He agrees that there should be a stop sign at the intersection of Providence Road and Parapet Road. The developer has agreed to pay for the stop sign.

TOWN BOARD RESOLUTION

The following resolution was offered by Councilwoman Ryan, who moved its adoption, seconded by Councilman Petrie, to wit:

**AN ORDER DESIGNATING A STOP SIGN
AT THE INTERSECTION OF
PROVIDENCE ROAD AND PARAPET DRIVE**

SECTION 1. LEGISLATIVE INTENT & SEQR

By adoption of this Order, the Town Board of the Town of Onondaga, pursuant to the authority of Section 1660 of the Vehicle and Traffic Law of the State of New York, and Town of Onondaga Code, Section 270-38, declares its intent to designate the intersection listed below in Section 3 as two-way stop intersection. This is a Type II action under SEQR.

SECTION 2. TWO-WAY STOP INTERSECTION DESIGNATED

The intersection of Providence Road and Parapet Drive is hereby designated as two-way stop intersection for traffic proceeding through said intersection.

SECTION 3. SECTION 270-38 OF TOWN CODE. SCHEDULE IX: STOP INTERSECTIONS

Schedule IX of Section 270-38 is hereby revised by adding thereto, the following schedule:

Stop Sign On	Direction of Travel	At Intersection Of
Providence Road	Northerly	Parapet Drive

SECTION 4. WHEN EFFECTIVE

This Order shall take effect upon the erection, at the intersections affected by this Order, of signs of the size and design and at the locations prescribed in the State Manual and Specifications prepared by the State Traffic Commission, as required by the Vehicle and Traffic Law of the State of New York, as amended.

The question of the adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Mr. Wheatley reported that he has completed the preliminary road work project list for this season. The list was given to the Board. It is subject to change, but he is hoping to get a lot accomplished. All will be done under Onondaga County Contract No. 0010073.

4. Parks & Recreation Director's Report

The Parks and Recreation Director, Ms. Charry Lawson was present. She submitted to the Board a listing of summer employee payroll additions.

TOWN BOARD RESOLUTION

The following motion was made by Supervisor Andino, who moved its adoption, seconded by Councilman Hamilton,

RESOLVED, that the Board approve the addition of the following seasonal employees to the payroll of the Parks and Recreation Department:

<u>Name</u>	<u>Address</u>	<u>Hourly Salary</u>
David Scoones	6360 Smith Road, Vernon	\$11.00
Brooke DeMarco	600 Ulster Street, Syracuse	\$14.00
Robert Morey	3911 Stetson Circle	\$12.70
Abigail Wood	4564 Terry Heights Road	\$12.40
Madelyn Sherlock	4329 Kelsey Drive	\$13.40

The question of the adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Ms. Lawson also reported that the contractors have all been contacted for the Community Development projects that are going to be taking place at the Senior Center. They are scheduled to begin June 23, 2018.

5. Codes Officer's Report

Code Enforcement Officer, Mr. Ben Vincent was present. He had nothing additional to report.

6. Discussion – Phase II Annual Report

Town Engineer, Mr. Bill Perrine was present. Mr. Perrine reported that that the Town of Onondaga is a registered MS4 and we are required by the Stormwater Coalition with the Regional Planning and Development Board to monitor and document public outreach. This report is worked on every year with the assistance of the Codes, Highway, and Parks and Recreation Departments. The requirements are to document all of the municipal related record keeping, street and utility maintenance, stormwater management compliance, and public outreach. The report period is from March 9th to March 9th every year and is due on June 1st. The requirement is to present this report to the Board. A public hearing is not required. The report was presented and discussed with the Board. There were no questions or concerns from the Board or the public.

7. Engineer's Report

Mr. Perrine reported that the binder course for Skyland Meadows, Section 5 was put in place in December, 2014. It is starting to show signs of wear. He created a punch list for that subdivision and sent it to the developer. The developer is following the traditional highway agreement. He is at the 25 percent with securities (\$58,000). Once the top course is put down and the punch list items are addressed, the Town can reduce securities to 10 percent and move into the one-year warranty period.

Mr. Perrine also updated the Board on the Town Hall rooftop unit replacement project. He stated that the shop drawing review is complete. He is waiting on insurance review from the attorney's office and the execution of the contract documents.

8. Attorney's Report

Town Attorney, Mr. Kevin Gilligan was present. Mr. Gilligan had nothing additional to report.

9. Committee Reports

TOWN BOARD RESOLUTION

The following motion was made by Councilman Petrie, who moved its adoption, seconded by Councilwoman Ryan,

RESOLVED, that the Town Board approve the addition of Maxwell Skruth and Isaac Crane to the membership of the Howlett Hill Fire Department.

The question of the adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Councilwoman Ryan reported that the Onondaga Free Library will be closed on Memorial Day. She also reported that there will be a Senior Fair on Wednesday, June 30th from 1 to 3 p.m. There will also be a Memorial Day Parade in Navarino and a chicken barbecue beginning at noon at the Navarino Fire Department.

Supervisor Andino reported that he has received a letter from Syracuse-Onondaga County Planning Agency regarding the Hazard Mitigation Plan Update. The Supervisor explained that in 2012 the Town was part of the five-year plan. The points of contact for the Town at that time were Mr. Ryan and the Highway Superintendent. Mr. Vincent and Mr. Wheatley are currently the points of contact. A letter of intent needs to be sent to the Syracuse-Onondaga County Planning Agency indicating the Town's commitment in participating and the points of contact. The Supervisor recommends that the Primary Point of Contact remains as Mr. Vincent, the Secondary Point of Contact remains as Mr. Wheatley, and Mr. Vincent remains the Municipal Floodplain Administrator.

TOWN BOARD RESOLUTION

The following motion was made by Councilman Petrie, who moved its adoption, seconded by Councilwoman Ryan,

RESOLVED, that the Town Board authorize the Town Supervisor to sign and send the Onondaga County Multi-Jurisdictional Hazard Mitigation Plan Update Letter of Intent to Participate to the Onondaga County Hazard Mitigation Plan Steering Committee c/o Syracuse-Onondaga County Planning Agency as follows:

Town of Onondaga is committed to participating in the regulatory 5-year update of the Onondaga County Multi-Jurisdictional Hazard Mitigation Plan (HMP) Update project. By way of this letter, the Town of Onondaga:

1. Authorizes Onondaga County, specifically the County Hazard Mitigation Steering Committee, to guide and direct this planning process, perform certain parts of the planning process, and prepare certain parts of the plan documents on our behalf.
2. Agrees to meet the minimum requirements of municipal participation (a.k.a. the Planning Partner Expectations), specifically:
 - Execute and return this "Letter of Intent" to the Syracuse-Onondaga Planning Agency.
 - Provide representation at Planning Partnership meetings (~ 3 meetings over 12 months, including mandatory Kick-Off Meeting and Mitigation Strategy Workshop).
 - Provide information about the assets (facilities, plans/ordinances, hazard events/damages, new development, etc.) within the municipality as requested by the project team.
 - Prepare and submit a Jurisdictional Annex. Templates and instructions to aid in the compilation of this information will be provided. Each partner will be expected to complete their templates in a timely manner and according to the timeline specified by the Steering Committee. SOCPA will assure that technical and administrative resources are available to assist with the preparation and completion of the annexes; however, SOCPA is not responsible for assisting jurisdictions that do not attend required Planning Partnership meetings.
 - Support public outreach efforts in your community which may include posting of notices and plan links on websites and in local media sources, advertising and supporting public meetings, and supporting outreach to National Flood Insurance Program (NFIP) Repetitive Loss and Severe Repetitive Loss property owners in our community, as applicable.
 - Assist with the identification of stakeholders within your community that should be informed and potentially involved with the planning process.
 - Identify specific mitigation actions to address each of the natural hazards posing risk to our community.
 - Involve your local NFIP Floodplain Administrator in the planning process.
 - Review draft Plan sections when requested and provide comment and input as appropriate.
 - Adopt the Plan by resolution of our governing body after FEMA conditional approval.
 - Provide information regarding progress on identified initiatives as requested by the County Hazard Mitigation Planning Coordinator.
3. Assigns the following persons to be the Points of Contact for our jurisdiction. We understand that these POCs are responsible for assuring municipal representation at municipal Planning Committee meetings and assuring that the other minimum requirements of jurisdictional participation, as detailed in the Planning Partner Expectations above, are met.

PRIMARY POINT OF CONTACT

Name: Benjamin Vincent	Position/Department: Codes Enforcement Officer
Phone Number: (315)469-3144	Email Address: bvincent@townofonondaga.com

ALTERNATE / SECONDARY POINT OF CONTACT

Name: John Wheatley	Position/Department: Highway Superintendent
Phone Number: (315)469-1664	Email Address: jwheatley@townofonondaga.com

4. Our designated local Floodplain Administrator (FPA) under the National Flood Insurance Program (NFIP) is:

MUNICIPAL FLOODPLAIN ADMINISTRATOR

Name of NFIP FPA: Benjamin Vincent	Position/Department: Codes Enforcement Officer
Phone Number: (315)469-3144	Email Address: bv Vincent@townofonondaga.com

5. Recognizes that failure to meet the minimum participation expectations and deadlines, as determined by the Steering Committee, will result in our municipality being excluded from the planning process.

The question of the adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

The following accounts were audited and approved for payment on this date, May 21, 2018:

- All General Fund Accounts on Abstract No. 10, numbers 463 through 517 inclusive, totaling \$41,066.46.
- All Highway Fund Accounts, Abstract No. 10, numbers 220 through 244 inclusive, totaling \$11,716.41.
- All Parks Accounts on Abstract No. 10, numbers 63 through 68 inclusive, totaling \$4,036.02.
- All Sewer Accounts on Abstract No. 9, numbers 56 through 60 inclusive, totaling \$342.16.
- All Consolidated Drainage Accounts on Abstract 9, numbers 29 through 34 inclusive, totaling \$791.57.
- All Trust and Agency Accounts on Abstract No. 5, numbers 24 through 31 inclusive, totaling \$10,032.82.

10. Meeting Minutes

TOWN BOARD RESOLUTION

The following resolution was made by Councilman Hamilton, who moved its adoption, and it was seconded by Councilwoman Ryan,

RESOLVED, that the Town Board accept the meeting minutes of the Town Board Meeting held May 7, 2018 as prepared by the Town Clerk.

The question of the adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

11. Public Hearing – Local Law A-2018 – Reduce Speed Limit on Tanner Road to 45 mph

Supervisor Andino introduced proposed Local Law A-2018 – A Local Law to Amend Chapter 270 of the Code of the Town of Onondaga to Establish a Uniform Speed Limit on Tanner Road for its Entire Length at 45 Miles Per Hour. The Supervisor placed on file the Proof of Publication and the Affidavit of Posting regarding the Public Hearing. The Supervisor declared the Public Hearing to be open. Councilwoman Ryan stated that she thinks the reduction in the speed limit is necessary. There was no one else present to speak in favor of or in opposition to the proposed local law. Supervisor Andino declared the public hearing closed.

TOWN BOARD RESOLUTION

The following resolution was offered by Councilwoman Ryan, who moved its adoption, seconded by Supervisor Andino, to wit:

WHEREAS, pursuant to the provisions of the Municipal Home Rule Law, a proposed local law entitled Local Law No. A-2018 entitled "A Local Law Amending Chapter 270 of the Code of the Town of Onondaga to Establish a Uniform Speed Limit on Tanner Road for its Entire Length at 45 miles per hour" in the Town of Onondaga, was presented and introduced at a regular meeting of the Town Board of the Town of Onondaga held on May 7, 2018 and was determined to be a Type II action for purposes of SEQR; and

WHEREAS, a public hearing was held on such proposed local law on the 21st day of May, 2018 by the Town Board of the Town of Onondaga and proof of publication of notice of such public hearing, as required by law, having been submitted and filed, and all persons desiring to be heard in connection with said proposed local law having been heard, and said proposed local law having been in the possession of the members of the Town Board of the Town of Onondaga in its final form in the manner required by Section 20 of the Municipal Home Rule of the State of New York; and

WHEREAS, it is in the public interest to enact said Proposed Local Law No. A-2018.

NOW, THEREFORE, it is

RESOLVED, that the Town Board of the Town of Onondaga, Onondaga County, New York, does hereby enact Proposed Local Law No. A-2018 as Local Law No. 2 of 2018 as follows:

**TOWN OF ONONDAGA
PROPOSED LOCAL LAW NO. 2-2018**

**A Local Law Amending Chapter 270 of the Code of the
Town of Onondaga to Establish a Uniform Speed Limit on
Tanner Road for its Entire Length at 45 Miles Per Hour**

Be it enacted by the Town of Onondaga, as follows:

Section I

In accordance with Section 270-5 of the Town of Onondaga Code, Section 270-31 of the Code titled "Schedule II: Speed Limits" is hereby amended to include a speed limit on Tanner Road as follows:

<u>Name of Street</u>	<u>Speed Limit (mph)</u>	<u>Location</u>
Tanner Road	45	Entire Length

Section II

This Local Law shall take effect upon its filing with the New York Secretary of State.

The question of the adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Supervisor Andino reported that the Board has received a memo from the Receiver of Taxes indicating that both her and her assistant will be out of the office June 1 through June 14, 2018. She asked if Shelly Meyer could cover her office while they are away. Ms. Meyer is a previous employee of the Receiver's Office and is currently temporarily filling in for the clerk in the Assessor's Office.

TOWN BOARD RESOLUTION

The following resolution was made by Councilman Hamilton, who moved its adoption, and it was seconded by Supervisor Andino,

RESOLVED, that the Town Board approve the temporary employment of Shelly Meyer in the Receiver of Taxes Office from June 1, 2018 through June 14, 2018 for four hours per day on Monday, Wednesday and Friday.

The question of the adoption of the foregoing resolution was duly put to a vote and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes

Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

TOWN BOARD RESOLUTION

The following resolution was made by Councilwoman Ryan, who moved its adoption, and it was seconded by Councilman Petrie,

RESOLVED, that there being no further business to come before the Town Board, the Town Board meeting be adjourned.

The question of the adoption of the foregoing resolution was duly put to a vote, and the vote was as follows:

Councilman	Petrie	Voted	Yes
Councilman	Hamilton	Voted	Yes
Councilwoman	Belle	Excused	----
Councilwoman	Ryan	Voted	Yes
Supervisor	Andino	Voted	Yes

The foregoing resolution was thereupon declared duly adopted.

Town Board meeting adjourned at 5:40 p.m.

Transcribed and Submitted by Lisa M. Goodwin, Town Clerk