

April 12th, 2022 LaFayette Town Board Meeting Minutes

Minutes of the Regular Town Board Meeting held by the LaFayette Town Board on April 12th, 2022 at 6:30 p.m. at LaFayette Town Hall and live on Facebook.

Present: William McConnell, Supervisor
Steve Zajac, Councilor
Melanie Palmer, Councilor
Jerry Marzo, Councilor
Carole Dwyer, Councilor

Recording Secretary: Jackie Bush Roorda Town Clerk

Attorney: Jeff Brown
Budget Officer: Tom Chartrand

Others Present: Mark Chambers, Jeff Palin, C & S Engineering
Dave Prince, Parks & Rec
Jessica Rice, Librarian
Dave Knapp, Onondaga County Legislator
D.J. Maher, Chris Baker & Katie Kautz, LCC
And several other residents

1. Supervisor McConnell called the meeting to order at 6:30 PM
2. Town Clerk, Jackie Bush Roorda took the Roll. All present
3. Pledge was led by Councilor Palmer. Supervisor McConnell congratulated Budget Officer Tom Chartrand on his daughter's marriage that took place over the weekend and thanked him for his 25-30 years of service to the Town. He named Tom and our Information Officer, Sue Marzo as unsung heroes and also thanked Sue for all her efforts with the power point presentations and numerous other technical tasks she has mastered.
4. Regular Meeting Minutes of March 8, 2022

R-62-22 Councilor Dwyer moved and Palmer seconded the motion to accept the regular meeting minutes of March 8th, 2022 as submitted by Town Clerk Jackie Bush Roorda. Motion carried 5-0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

5. Communications
 - A. Morgan Bice - Sr. Project "Mended Little Hearts" - Morgan explained to the audience and the Board that this was her Senior / Thesis project for the Big

Picture program. She needs to complete this for graduation and will be raising funds for this cause. She has paid the \$50 park deposit but was hoping to get the Board to waive the \$100 fee in support of this endeavor.

R-63-22 Councilor Zajac moved and Palmer seconded the motion to support Morgan Bice and her Sr. Project for "Mended Little Hearts" and waive the \$100 park rental fee. Motion carried 5-0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

B. Employee Handbook Changes

**TOWN OF LAFAYETTE
RESOLUTION OF THE TOWN OF LAFAYETTE TOWN BOARD
AMENDING THE EMPLOYEE HANDBOOK**

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 US Route 11, LaFayette, New York on April 12, 2022

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

WHEREAS, the Town Board of the Town of LaFayette approved an updated Town of LaFayette Employee Handbook on April 9, 2019, 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 Supervisor and Town Board have had discussions with Highway Department employees about various desired changes to the Employee Handbook, and

WHEREAS, the Town Board hereby desires to amend the Employee Handbook to be consistent with these discussions.

THEREFORE, BE IT RESOLVED, that the Town of LaFayette Employee Handbook is hereby amended pursuant to the attached red-lined changes to the following policies:

1. Attendance, Call-In Procedures, and Excessive Absenteeism
2. Overtime
3. Personal Protective equipment (PPE), including Prescription Safety Glasses
4. Travel and Expenses, including Travel for Training/ Seminars
5. Personal Days

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

The Resolution was declared adopted.

R-64-22 **Councilor Marzo moved and Dwyer seconded the motion to accept the five changes to revise the Employee Handbook, effective as of April 12, 2022 as submitted by Attorney Jeff Brown. Motion carried 5-0.**

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

Supervisor McConnell thanked Tom Chartrand and Jeff Brown for their work on this project.

C. Land for sale between Eager and Apulia Road

Councilor Dwyer confirmed with Town Clerk Jackie Roorda that the only bid received was from John Lemonades of Elly's Acres and recommended that we accept this bid of \$5,000.00. Attorney Jeff Brown advised that this will have to go to Permissive Referendum and he will get with Town Clerk Jackie Roorda to complete this.

R-65-22 **Councilor Palmer moved and Dwyer seconded the motion to accept bid in the amount of \$5,000.00 from John Lemonades of Elly's Acres for the 5.56 acres located between Eager & Apulia Road (Tax Map No. 007.-02-23.0). This resolution is adopted subject to Permissive Referendum. Motion carried 5-0.**

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

D. Request for support from LaFayette Athletic Booster Club

R-66-22 **Councilor Palmer moved and Marzo seconded the motion to support the LaFayette Athletic Booster Club in the amount of \$200.00 for the Saturday, May 13, 2022 "Stix It to Cancer Event to benefit Upstate Golisano Children's Hospital/Upstate Foundation. Motion carried 5-0.**

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes

Jerry Marzo
Carole Dwyer

Councilor
Councilor

Voted
Voted

Yes
Yes

E. B & L - Proposal for Proposal for Professional Services - Hamlet Area Development

F. C & S - Proposal for Professional Services - Hamlet Area Development

Supervisor McConnell advised that Barton & Lougiuce proposal for professional services and C & S Companies for design architectural professional services.

Councilor Zajac advised that he is totally against spending money on a building that he feels the majority of residents he has spoken to want the building to be demolished and does not want it revitalized. He suggested reaching out to the residents to get a good sense of their desires. Councilor Palmer advised that she is in support of Councilor Zajac's suggestion of getting feedback from the public before spending any more money for professional services. Councilor Dwyer and Marzo agreed that since the \$500,000 grant does not expire for two years, it is a good idea to slow down on this project and survey the residents to see if the majority want the old hotel building revitalized or taken down.

This could be a small park area. Information Officer Sue Marzo suggested a survey could be done online and Town Clerk Jackie Roorda advised to do one in the next newsletter that residents who are not on computers can participate.

G. Mass Gathering Permit for Craft Fair - Janice Meyers advised that she is organizing another Craft Fair similar to the one in 2021, however a little smaller. She will reach out to Havenline Casket Company with regard to parking; has one licensed food vendor lined up; thanked Dave Prince for mapping the lay-out for crafters last year and is going to do the same this year. She has submitted the Mass Gathering permit with required certificates of insurance, the facilities application for Stafford Park and paid the associated fees. Janice also advised that last year \$240.00 along with canned goods were donated to Outreach, which will be done again this year.

R-67-22 Councilor Palmer moved and Dwyer seconded the motion approving the Mass Gathering Permit for the Craft Fair to be held on June 11th, 2022 from 10 AM - 3 PM. Motion carried 5-0.

William McConnell
Steve Zajac
Melanie Palmer
Jerry Marzo
Carole Dwyer

Supervisor
Councilor
Councilor
Councilor
Councilor

Voted
Voted
Voted
Voted
Voted

Yes
Yes
Yes
Yes
Yes

H. 2022 Community Development Funding Information - 5-year plan -

Mark Chamber of C & S Companies advised that the Town received the initial paperwork last week and it is due on May 6, 2022. Once the 5-year plan is in place everything else is straight forward. Items included in this plan were: (1) \$150k Senior Center; (2) \$40k Bridge across the ravine which will connect the park; (3) Lean-To by the Pond; (4) Trees; (5) To Be Determined - maybe canvas the

community for ideas. Chambers informed that once the decisions are made C& S will do the same thing as last year using that as a template. Supervisor McConnell advised that we will need a Public Hearing.

R-68-22 Councilor Marzo moved and Palmer seconded the motion to set the Public Hearing to review the 5-year plan for Community Development plus any other items that come before the board for Tuesday, April 26, 2022 at 5pm. Motion carried 5-0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

- I. Cypress Creek - Noel Swanson spoke on behalf of the Solar projects requesting that the Town Board clarify the new solar regulations it enacted at the March meeting as it pertains to pending previously approved projects. Noel gave an overview of the projects in the last 3 years.

Attorney Brown advised prior to the renewed applications being submitted to the Town last August, the Town Board began (in June) the process of evaluating changes to our community solar ordinance with the assistance of the LaFayette Advisory Conservation Commission. That process concluded last month when the Town Board adopted a local law revising the ordinance and thereby impacting the viability of the projects as currently proposed. For example:

- *Chapter 290, Section 290-32(H)(5)(a)(3), which states that "solar farms shall not be installed in any location that contains soils identified as prime farmland or farmland of statewide importance..." - both projects overlap with such soils.*
- *Chapter 290, Section 290-32(H)(6)(f), which state that "in no event shall a solar farm be placed within one mile... of an existing solar farm..." - our pending application to the PB & ZBA is for two co-located projects that are located less than 0.15 miles from one another.*
- *Chapter 290, Section 290-32(H)(10), which states that "The applicant shall ensure that materials used in the solar farm be manufactured in the United States substantially all from articles, materials, or supplies mined, produced, or manufactured in the United States." - it is worth noting that this statute is tremendously difficult for any solar developer to meet, but speaking more specifically, it is even more challenging for our projects since we have already mobilized procurement efforts to support a summer 2022 build schedule.*

Case law holds that any changes made to a municipal code during the pendency of a zoning application are applicable to the application.

In short, the revisions made by the Town Board to the Town's solar law prohibit the projects as proposed.

J. B & L Application for funding for the Hotel Project - Supervisor McConnell advised that this is a funding application that is due this Friday, April 15, 2022 for \$1.5 million. Councilor Marzo stated that there is no harm in applying and confirmed that should we tear the hotel down these funds can be utilized for other projects.

R-69-22 Councilor Marzo moved and Zajac seconded the motion to continue to apply for Congressman Katko's earmarked funding on the Congressional level for 2023. Motion carried 5-0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

6. Communications from the Public - No comments were voiced.

11. REPORTS

A. Departmental:

1. Town Supervisor Report -

b. Budget Officer Tom Chartrand reported that in Receipts & Disbursements: (1) We received the 1st recovery from the damage to the Highway Garage (2) The court received a JCAP grant for \$5,830 (3) Reimbursement for Cardiff Water District engineering (4) Sale of older pick-up truck which will go back into the equipment line and (5) We received half of the snow and ice amount from the County.

The General Fund spending is at 22% without SOTS; revenue at 94%; Highway spending is at 29% and revenue at 86%. Tom handed out a sheet with the recap of the Bond refinance of the Highway garage - saving \$30,688.00 over the next 12 - 13 years and this will probably be the last opportunity to refinance.

GENERAL FUND

To:

A1110.2	Justices	Equipment	\$ 5,830.00
A5132.2	Garage	Equipment	<u>\$15,700.00</u>

TOTAL \$21,530.00

From:

A599	Surplus	J-Cap Grant	\$ 5,830.00
A599	Surplus	Insurance Recovery	<u>\$15,700.00</u>

TOTAL \$21,530.00

HIGHWAY FUND

To:	DA5130.2	Machinery	Equipment	<u>\$165,300.00</u>
			TOTAL	<u>\$165,300.00</u>
From:	A599	Surplus	Sale of Equipment	\$ 15,300.00
	DA9950.0	Transfer to Reserve	Intrafund Transfer	<u>\$150,000.00</u>
			TOTAL	<u>\$165,300.00</u>

R- 70-22 Councilor Palmer moved and Marzo seconded the motion to approve the transfer of appropriations as defined above in the general fund and highway fund. Motion carried 5 - 0

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

R- 71 -22 Supervisor Palmer moved and Dwyer seconded the motion that a positive audit of the March bank reconciliation of the Supervisor's account was completed and was appropriate. Motion carried 5 - 0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

2. Attorney - Jeff Brown recommended the Town Board reaffirm the adoption of the recently adopted Solar Local Law to ensure that everyone is advised of the changes and that the record is clear.

R- 72-22 Supervisor Marzo moved and Palmer seconded the motion reaffirming Local Law 1-2022 amending Chapter 290, Section 290-32 (H) (Solar Farms) of the Code of the Town of LaFayette, which was passed by the Town Board on March 8th, 2022. Motion carried 5 - 0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

3. Highway Superintendent - Steve Robson written report
Roads: Snow and Ice Operations were preformed 14 times since the last Town Board meeting. All trucks are operational now after some minor repairs.

Grants: Syracuse Metropolitan Transportation Council has released a new round of the 2022 (RAISE) Grant opportunities. I will be working with Deputy Don Skinner and Mark Chambers (C&S) to see which parts could benefit the Town of LaFayette's infrastructure.

Equipment: The Town of LaFayette has taken delivery of the new 2022 International CV515. I will be placing the 2013 Dodge on Auction International with a reserve of \$ 25,000.00 in the middle of April. The results of the auction will be in at the next Town Board meeting.

Training: I have reached out to the American Red Cross for CPR/AED and First Aid Training please see attached sheet to my report. I spoke with the Town Clerk and we have chosen May 18th and the 19th as an optional day.

Budget Officer Tom Chartrand advised that there is a service contract for the Board to approve regarding the emergency generator at the highway garage.

R- 73-22 Councilor Dwyer moved and Marzo seconded the motion to approve the Five -Year Sales and Service Contract with D&S Diesel, Inc. in the amount of \$6,334.70 for the emergency generator at the highway garage. Motion carried 5 - 0

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

Tom Chartrand also advised that he received word that the CHIPS funding, Pave NY and Extreme Recovery monies are coming in at the same level as last year. Steve Robson will have more information with regard to the 284 Agreement which may include additional roads.

4. Town Clerk

- a. Town Clerk Jackie Roorda advised that the March 2022 report was in the Board's meeting packet for their review.
- b. Roorda advised that it was brought to her attention by a resident that the address for Dump Days was not in the newsletter flyer and some residents do not know where to take their junk or about the Groth Road Landfill. Sue Marzo advised that the information is on the Events calendar, last page of the newsletter. Jackie also reminded everyone that on May 7th, 2022 from 9:00am to 12:00 (noon) the annual shredding, medication and torn/tattered flags drop off event will take place in the upper parking lot of the Town Hall.

5. Building and Zoning Code Enforcement - March report was available in packet.

Supervisor McConnell advised that he received the CNY Stormwater Coalition Invoice and representative forms to be completed. Tom will complete a voucher for payment.

6. Justice Court

a. February 2022 Justice Reports

Judge Perrin had 103 cases and turned over \$8,876.00 to the Town of LaFayette for February 2022.

Judge Shute had 128 cases and turned over \$10,700.00 to the Town of LaFayette for February 2022.

b. March 2022 Justice Reports

Judge Perrin had 104 cases and turned over \$9,915.00 to the Town of LaFayette for March 2022.

Judge Shute had 130 cases and turned over \$12,437.00 to the Town of LaFayette for March 2022.

7. Library Director - Jessica Rice's written report

Personnel -We hired Margaret (Em) Mong as a Youth Services coordinator and Alan Lewandoski as a cleaner. Both positions are part-time.

Financial/ Grants - The Library received a grant of \$1,720 from CLRC (the Central New York Library Resources Council) to digitize LaFayette High School yearbooks from 2002 to 2021. The digitization lab is apparently very backed up with other projects, so it will be some months before they can get to our project. Once I get the word that they are going to ready, I will start reaching out to find those yearbooks.

Physical Plant - The ports for the new circulation desk have not arrived yet. According to the company that installed the desk, it may be a while before the ports come due to supply chain issues. In the meantime, the new desk is working well for the staff. I am withholding payment until the desk is complete.

Programming - During March, the community room was used several times by Melody Scanlon from the Office of Family and Children's Services for MAT testing, which certifies people to administer medications.

On April 23, the Library is offering QPR suicide prevention training. The presenter is from Contact Community Services. We still have many open spots available.

Planning for Summer Reading Club continues, with programs being booked, etc. Em is planning to do more drop-in activities during the summer, and is looking at decorations and prizes.

Jessica advised that they are looking for a new library trustee member and asked if anyone has an interest or knows of someone interested, to please let them know.

8. LCC - Secretary Kim Tingley submitted a written report:

1. Introductions - We are a new Board, all volunteers; please be patient with us while we are adjusting and learning the ropes. Members: President: DJ Mahar, Vice President: Melissa Hogan, Secretary: Katie Kautz, Treasurer: Christine Baker, Recreation Clerk: Kim Tingley

2. Volleyball Summary - 3rd & 4th grade had approximately 26 participants; 5th & 6th grade had approximately 38 participants; All ages coached by Alyssa Armstrong; co-ed this year; Program ran for six weeks; no games/competitions

3. Basketball Summary - 2nd & 3rd grade coached by Sally Morel; approximately 25 participants; 4th - 6th grade coached by Eric Mangold & Nate Loughlin; approximately 30 participants; Each ran for six weeks (2nd & 3rd on Tuesday nights; 4th-6th on Thursday nights); The LCC Board ran into difficulties securing gym space; we had to wait until the conclusion of JV/Varsity school sports; Other local districts (ie: Tully, South Onondaga) run their basketball program immediately following their fall sports season; if we want to be able to scrimmage with them we would need to move up our basketball season as they were finishing up when we started

4. Tee / Base / Softball Update - We've had 109 kids in grades Pre-K through 6 registered; We have 10 teams total: 2 tee-ball teams, 2 Rookies teams (1st & 2nd grade coach pitch), 1 Minors Baseball, 1 Minors Softball, 1 Majors Baseball, 1 Majors Softball, and we will run a 3-week Pre-K instructional program.; Coaches are secured for all teams; Upper fields at Stafford Park will be having some work done by Ballard Sports.

5. Lacrosse - Registrations are currently underway until Wednesday 4/13; at that time the LCC Board will assess our numbers; possibility of registering a team/s with ULA if we have the numbers.

DJ and Dave Prince talked about Ballard Sports of which two residents are employed with approached LCC and Parks regarding in-kind work on the baseball fields which includes aerating the grass parts of the fields, dragging and reseeding (highway and parks will discard of the extra dirt) at no cost to the Town.

Resurfacing the dirt to fill in the holes and uneven areas with ball mix (10-20 tons) at \$80.00 per ton. Ballard would like to sponsor a team in exchange for their services. As shirts have already been ordered there is not time for new shirts advertising Ballard therefore DJ advised they are having a banner made to thank Ballard. Discussion regarding budget lines for the payment between LCC, Parks and the Town took place. Since all the members of LCC are new, they had many questions regarding their budget. Councilor Zajac commented that they are on a learning curve since they are all new and that the Board can work with them and their budget with items needed. Tom Chartrand will meet with them to answer any further questions they have.

They will be opening the concession stand on Friday evenings while softball leagues go on as a fund raiser.

Tom Chartrand asked them if they are interested in the Intermunicipal Agreement with Pompey for the swim program. They advised they wish to continue as LCC has done in the past. Tom advised the Board will need to approve the agreement.

R- 74-22 Councilor Palmer moved and Dwyer seconded the motion to authorize Supervisor McConnell to sign the Intermunicipal Agreement between the Town of Pompey and Town of LaFayette to the 2022 swim program. Motion carried 5 - 0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

9. Dog Control - Verbal Report from Ken Johnson advising there is nothing new.

B. Committee Reports -

1. Community Development Committee - By Supervisor McConnell

a. Hamlet Revitalization Update -

Discussions on how to survey residents regarding their wishes for the old hotel building and lot next to it took place. It was decided that on May 10th, 2022 at 5:30 before the Town Board meeting, C & S, Companies will present a video tour of the old hotel building and have drawings, etc., regarding whether to refurbish the building or take down the building and repurpose the lot. This will be informational for the residents and a survey will be conducted to determine what the majority wants done with the building and in the hamlet. Jeff Palin estimated the cost at \$1,000 - \$2,000 to completed this task.

R- 75-22 Councilor Marzo moved and Palmer seconded the motion to authorizing C & S, Companies to complete a video tour, and survey with regard to the old hotel building and adjacent lot for May 10th, 2022 at 5:30 PM at a cost of \$1,000 to \$2,000. Motion carried 5 - 0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

b. Cardiff Water District - Supervisor McConnell advised that he will have more information regarding this on Friday.

2. LACC -

These are the LACC activities between March 8 and April 7, 2022:

1. **Membership** - A new member has joined the LACC as an auxiliary member, Craig Archer. Also, Carole Dwyer's membership term ends this month and the LACC requests the Town Board to appoint her to another year (until April 2023).
 2. **Meetings** - A meeting was held on March 24.
 3. **Projects & Programs** - See attached status summary of projects requested by the Town Supervisor and programs selected to build a community conservation culture. Of note:
 - a. The LACC presented an overview of the Town's revised solar farm law (§290-32 (H)) at the March 8 Town Board meeting and wrote an article about it for the Town's newsletter. Since the revised law was approved, the LACC's solar farms project is now considered closed.
 - b. Our Senior Center project is on hold until the Town's decision on how to proceed given the high construction bids announced at the last Town Board meeting. In the meantime, the LACC received feedback from SUNY ESF that it could not find students to design the landscaping portion of the project. Working with the Optimists, the current plan is to ask local landscape companies to design the landscaping, of which preliminary response is positive.
 - c. As the Lead Party of Goal 2 (Preservation of Rural Character) of the 2021 Comprehensive Plan, the LACC started work on five of the 12 action items under that goal this year.
- b. Member Appointment - Supervisor McConnell advised that Councilor Carol Dwyer was appointed for a one-year term on their board and the LACC Board would like to reappoint her at this time.

R- 76-22 Councilor Marzo moved and Palmer seconded the motion to reappoint Carole Dwyer as a Member to the LACC Board. Motion carried 4 -1-0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor		Abstained

c. Kelly Wypych, Comprehensive Plan Implementation Committee (CPIC) Chair submitted the written report below: The CPIC members include Kelly Wypych (Chair), Mark Distler, Doug Anderson, Melanie Palmer, Jeanie Gleisner and Carole Dwyer.

The CPIC held our kickoff meeting on February 15, 2022 and our next meeting is planned for April 19, 2022. During our kickoff meeting we reviewed our roles interfacing with the Lead Parties responsible for the Comprehensive Plan actions:

- Mark Distler - work with the Community Development Committee (CDC) on Goal #1 action plans
- Mark Distler - work with LACC on Goal #2 action plans
- Carole Dwyer - work with the CDC for Goal #3. *Note: Carole has identified that she is not able to lead this. Kelly volunteers to work with Bill McConnell and the CDC to complete the detailed Goal #3 action plan.*
- Melanie Palmer - work with the Town Board for Goals #4 and #5 action plans.

To facilitate planning, each of the Goal actions were formatted into a Microsoft Word document where detailed steps, priorities, timeframes and participants can be added and edited. This useful format was first implemented by Mark and the LACC on Goal #2 actions and was adopted by our team for all the Goals. This format enables easy mapping of detailed activities onto a timeline and facilitates tracking status and progress.

A communication was sent out to the Lead Parties restating Lead Party responsibilities, assigned Goals, and requesting the first level of planning by 3/31/2022. The following summarizes the current status of these activities.

Goal	Lead Party	CPIC Lead	Plan status	Comments
#1 Hamlet Revitalization	CDC	Mark Distler	Draft 1 developed; assignments underway	<i>JG: suggest looking at the Hamlet of Jamesville Master Plan as a model</i>
#2 Rural Character	LACC	Mark Distler	Draft 1 developed; teams assigned	<i>JG: note informative reference links and comments</i>
#3 Economic Dev	CDC	Kelly Wypych	Draft 1 in process	<i>KW draft completed, needs to be reviewed with CDC. JG notes and reference links in draft</i>
#4 Community assets	Town Board	Melanie Palmer	Not started yet	<i>JG: notes in draft</i>
#5 Local gov't	Town Board	Melanie Palmer	Not started yet	

Status Summary: The planning goals for Goal #1 and #2 are on track and Goal #3 is in progress. The planning goals for Goals #4 and #5 are behind schedule.

Recommendation: I recommend to the Town Board that Lead Party responsibility for Goal #4 and #5 be delegated to a new or different entity. The Town Board already has a significant role in moving the Comprehensive Plan forward and the additional role of being a Lead Party for two major Goals may not be the most effective option. Lead Party Responsibilities are as defined in the Comprehensive Plan:

Lead Party Responsibilities:

- Develop the top-level plan for actions in each goal and provide the plan to the Town Board for approval.
- Ensure detailed plans for each action are developed, either by the lead party or by appropriate delegates. Provide plans to the Town Board for approval.
- Ensure cost proposals for each action are developed, either by the lead party or by appropriate delegates. Identify potential funding sources. Present proposals to the Town Board for review and approval.
- Monitor implementation of actions as approved by the Town Board.
- Provide monthly reports to the CPIP for consolidation in the Town Board monthly report

9. NEW BUSINESS

A. Landscape quote for Town Hall and Community Center

Supervisor McConnell advised that our previous landscaper is not going to continue caring for the Town Hall and Community Center and he reached out for quotes and met with Josh Groth of JG Lawn & Snow who is also a resident. No other quotes were received. Josh will also be checking on the box lacrosse fields to see what can be done to improve them as well.

R- 77-22 Councilor Marzo moved and Palmer seconded the motion to authorize Supervisor McConnell to sign the Estimate/Quote for Landscaping at the Town Hall and Community Center as submitted by JG Lawn & Snow, LLC. in the amount of \$3,000.00. Motion carried 5 - 0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

B. County Legislator Dave Knapp advised that he met with Mark Chambers at Stafford Park and laid out the Dog Park design. They made a couple minor changes and everything is working out really well and with the changes are in line with the budget. Supervisor McConnell thanked Dave and Mark for all their efforts on this project.

C. Supervisor McConnell gave an update and slide show presentation on the proposed hotel building and adjacent property. At this time, the Town Board has

decided to put this on hold until the survey of residents is completed determining if the majority wish to refurbish the building or demolish it.

10. Motion to audit & pay bills

General Fund	19088-19125	\$ 60,164.07
Highway Fund	19126-19142	\$ 66,134.52
Special District	19143-19146	\$122,639.48
Capital Develop. Fund	19147-19149	\$ 8,239.50

R- 78-22 Councilor Marzo moved and Zajac seconded the motion to audit and pay the above listed bills. Motion carried 5 - 0.

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

11. Motion to adjourn.

R-79-22 Councilor Dwyer moved and Palmer seconded the motion to adjourn Motion carried 5-0

William McConnell	Supervisor	Voted	Yes
Steve Zajac	Councilor	Voted	Yes
Melanie Palmer	Councilor	Voted	Yes
Jerry Marzo	Councilor	Voted	Yes
Carole Dwyer	Councilor	Voted	Yes

The Town Board Meeting was adjourned at 8:10 p.m.

Respectfully submitted,

Jackie Roorda
Town Clerk