

## June 14, 2022 LaFayette Town Board Meeting Minutes

Minutes of the Regular Town Board Meeting held by the LaFayette Town Board on June 14<sup>th</sup>, 2022 at 6:30 p.m. at LaFayette Town Hall and live on Facebook.

Present: Mark Distler, Deputy Town Supervisor  
Melanie Palmer, Councilor  
Jerry Marzo, Councilor  
Carole Dwyer, Councilor

Absent: William McConnell, Supervisor  
Steve Zajac, Councilor

Recording Secretary: Jackie Bush Roorda, Town Clerk

Attorney: Jeff Brown  
Budget Officer: Tom Chartrand

Others Present: Kristin Shute Colburn, Deputy Town Clerk  
Steve Robson, Hwy Superintendent  
Ralph Lamson, Bldg. & Codes  
Jessica Rice, Librarian  
Grace DeSantis, Barton & Loguidice  
Amanda Schiavuli, Onondaga County Library Member Services  
And several other residents

1. Deputy Supervisor Distler called the meeting to order at 6:30 PM
2. Town Clerk, Jackie Bush Roorda took the Roll. Supervisor McConnell & Councilor Zajac Absent
3. Pledge led by Councilor Marzo
4. Regular Meeting Minutes of May 10, 2022.

**R-106-22 Councilor Palmer moved and Marzo seconded the motion to accept the regular meeting minutes of May 10, 2022, as submitted by Town Clerk Jackie Bush Roorda. Motion carried 3-0.**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

5. Communications
  - A. Grace DeSantis of B & L, Survey Results/ Hamlet Revitalization -  
The results from the survey were presented: 496 responses were received (433 online / 63 written) Grace stated she felt this was a great representation. This

survey was done to help decide if the Town Board should proceed with applying for grants to rehabilitate the old hotel.

- Q1 - Do you think revitalizing the hamlet will help induce future commercial investment? 22% No / 78% Yes
- Q2 - Do you live or work within approximately ½ mile of the 4 corners? 67% No / 33% Yes
- Q3 - What do you think is the most important infrastructure need in the Hamlet? Several answers were given as this was a write-in question, but the top of the list was: water/sewer; grocery store, café, restaurant; sidewalks; aesthetic improvements (building facades); space for socializing; traffic mitigation/ safety and parking and celebrating history.
- Q4 - Are you in favor of restoring the old LaFayette Hotel for reuse as a commercial/community facility if full grant funding were available? 32% No / 68% Yes
- Q5 - Which of the 4 redevelopment alternatives presented herein would you prefer to see the Town pursue for the old hotel?  
Option 1: Building with the porch 30%; Option 2: Demo building & construct a park 38%; Option 3; Building without porch 3%; Option 4: Partial Building with a park 29%. (However, the pictures displayed the entire building not partial)

Councilor Dwyer questioned if these results were diluted because of the 3 options preserving the building and only 1 to demolish? Stating a better representation would be to preface it with "Take it down" or "Keep it up". Deputy Supervisor Distler stated that really is not diluted it is a binary choice. Councilor Marzo cited that we only received approximately 500 votes of 5000 residents (10%) which he feels is a poor representation. Town Clerk Jackie Roorda advised that the surveys were available at Town Hall and anyone who came in for regular Town Clerk services were asked to fill one out. Of those who came in, approximately 85% had no idea there was a survey or anything about it. The posters were presented to assist them as to the options available. Deputy Distler agreed that it was not publicized enough to get a true representation.

Deputy Distler explained that at the July 12<sup>th</sup> Town Board meeting they will need to decide: (1) How much will the rehabilitation cost? (2) How much may be available in grant applications. (3) Should the Town apply for grants or not? and (4) What will this cost the taxpayers?

- B. Estimate from General Code to update seven new pieces of legislation - Attorney Brown advised that this is to include the seven new pieces of legislation that have been added to our Town Code recently. This will need to be done periodically when we have enough legislation to be cost effective. The estimate from General Code was: \$3,490 -\$3,720. Tom Chartrand advised that we are about \$1k short, however we could transfer some funds to cover this.

**R-107-22 Councilor Dwyer moved and Marzo seconded the motion to authorize the General Code update at a maximum cost of \$3,720 contingent upon the transfer of funds at the July 12, 2022 Town Board Meeting. Motion carried 3-0.**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

C. Revising the Federal Holiday list to include Juneteenth in the Town of LaFayette Handbook - Attorney Jeff Brown explained that in 2019 the Federal government adopted June 19<sup>th</sup> as a Federal Holiday known as "Juneteenth" celebrating the emancipation of enslaved African American's. New York State adopted this holiday in October 2020. Individual towns have the discretion to recognize this as a holiday or it could be included as a "floating holiday". Attorney Brown advised that Town Clerk Roorda reached out to the other towns in Onondaga County of which: 8 adopted either at their Organizational meeting or at a subsequent meeting; 2 towns we have not heard back from; 2 towns are postponing their Town Board meeting in observance; and several others have not yet determined what they are going to do. Councilor Dwyer questioned why we would do this and what it would cost the town? Tom Chartrand advised that there is no cost to the town. Discussion took place with regard to the number of floating holiday's we currently had, replacing one floating holiday with "Juneteenth". Ralph Lamson advised that it was a federal holiday and he would be recognizing it. Councilor Palmer inquired about approving it this year and revisiting the discussion at the Organizational meeting, which Attorney Brown said was an option. Attorney Brown cautioned the Board members in attendance about making a quick decision to reduce the number of floating holiday's as it lessens the flexibility of employees to utilize their holiday's. It was decided to defer this decision to a later date.

Amendments of Section 284 of the Highway Law -

**R-108-22 Councilor Palmer moved and Marzo seconded the motion to approve the amendments to Section 284 the Highway Law. Motion Carried 3-0**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>No</b>

E. Driveway Permit Application Town Board Approval Resolution - Highway Superintendent Steve Robson advised that he created a Driveway Permit as there are numerous culverts that will need to be replaced this year. This will help to keep an inventory of them. Budget Officer Tom Chartrand agreed that it is a good way to quantify what is being spent on road costs. Town Clerk Roorda advised that she will work with our BAS software company to add a line to account for the

funds received from driveway permits similar to the line for building permits so they go back to the Highway budget.

**R-109-22 Councilor Palmer moved and Dwyer seconded the motion to approve the Updated Driveway Permit application. Motion Carried 3-0**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>No</b>

F. Resolution - Adoption of the New York State Unified Solar Permit -

Resolution # 110-2022

**ADOPTION OF THE UPDATED NEW YORK STATE UNIFIED SOLAR PERMIT**

**WHEREAS**, The Town of LaFayette duly adopted the “NYS Fire Prevention and Building Construction” code to provide minimum requirements to safeguard the public safety; and

**WHEREAS**, The Town of LaFayette Code Enforcement Officer, who administers and enforces all provisions of the New York State Uniform Fire Prevention and Building Code, the New York State Energy Code and The Town of LaFayette Code; and

**WHEREAS**. The Town of LaFayette requires the issuance of a building permit for the construction, enlargement, alteration, repair, removal or demolition of any building or other structure; and

**WHEREAS**, The New York State Uniform Fire Prevention and Building Code regulates the design, construction, installation, alteration and repair of equipment and systems using solar systems; and

**WHEREAS**, The New York State Energy Research and Development Authority has developed a New York State Unified Solar Permit that reduces the cost for solar projects by streamlining municipal permitting processes; and

**WHEREAS**, The Town of LaFayette Town Board desires to promote the streamlining of the application process for small-scale photovoltaic system installations under 25kW in size by adopting the New York State Unified Solar Permit application form and implementing the new procedures,

**NOW THEREFORE, BE IT RESOLVED**, the Town of LaFayette Town Board hereby adopts the New York State Unified Solar Permit application form and procedures for the installation of small-scale photovoltaic systems; and it is further

**RESOLVED**, The Town of LaFayette Code Enforcement Officer is hereby directed to use said New York State Unified Solar Permit application for and procedures in the issuance of building permits for the installation of small-scale photovoltaic systems and it is further

**RESOLVED**, any further actions required of the Town of LaFayette to affect the foregoing are hereby authorized and the Town Supervisor is hereby authorized to execute and deliver any instructions, documents or the like as required to affect the same.

The vote on the foregoing resolution was as follows:

**R-110-22 Councilor Dwyer moved and Marzo seconded the motion to approve the updated New York State Unified Solar Permit. Motion Carried 3-0**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>No</b>

6. Communications from the Public -

1. Dale Schinneman - questioned why people had to sign up to speak prior to the meeting starting, when sometimes you might not know that you want to say something until the middle of the meeting. Stating that it seems redundant. Town Clerk Roorda advised the sign-up list to speak was relatively new as Supervisor McConnell wanted to try it out as some meetings were heavily attended with numerous speakers and wanted to be sure they had an opportunity to be heard. At every meeting he would ask if any others in attendance desired to speak even if they had not signed up. The sign-up sheet probably isn't necessary since he does give everyone the option to speak and Board members agreed.

7. REPORTS

A. Departmental:

1. Town Supervisor Report -

a. Budget Officer Tom Chartrand reported that: (1) Rates have improved this month, our NYCLASS has increased to 0.603%, NBT is still at 0.02% (2) Court fines are great this month putting us at 84% of budget year to date. (3) Charter Communications Franchise has increased to 3% year to date.

The General Fund spending is at 29% without SOTS; revenue at 98%; Highway spending is at 41% and revenue at 86%; Library spending is at 39% and revenue is at 99%.

b. The 1<sup>st</sup> County Mortgage Tax payment will be received in the amount of \$53,609 in July, in 2021 it was \$107k. This is showing the trend of refinancing and property sales are slowing down.

**R-111-22 Councilor Palmer moved and Marzo seconded the motion to accept the Supervisor's monthly report as submitted by Budget Officer, Tom Chartrand. Motion carried 3-0**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
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	<b>Jerry Marzo Carole Dwyer</b>	<b>Councilor Councilor</b>	<b>Voted Voted</b>	<b>Yes Yes</b>
GENERAL FUND				
To:				
	A4089	Federal Aid Other	Revenue	<u>\$19,000.00</u>
			TOTAL	<u>\$19,000.00</u>
From:				
	A688	Other Liabilities	ARPA Revenue Replacement	<u>\$19,000.00</u>
			TOTAL	<u>\$19,000.00</u>
GENERAL FUND				
To:				
	A1910.4	Insurance	Contractual	\$700.00
	A7110.2	Parks	Equipment	<u>\$19,000.00</u>
			TOTAL	<u>\$19,700.00</u>
From:				
	A599	Surplus	ARPA Revenue Replacement	\$19,000.00
	A1990.4	Contingent	Contractual	<u>\$700.00</u>
			TOTAL	<u>\$19,700.00</u>
HIGHWAY FUND				
To:				
	DA5112.2	Improvements	Capital Outlay	<u>\$83,805.00</u>
			TOTAL	<u>\$83,805.00</u>
From:				
	DA510	Estimated Revenue	CHIPS, EWR, PAVENY, POP	<u>\$83,805.00</u>
			TOTAL	<u>\$83,805.00</u>
LIBRARY FUND				
To:				
	L9060.8	Health Insurance	Employee Benefits	<u>\$14,000.00</u>
			TOTAL	<u>\$14,000.00</u>
From:				
	L599	Surplus	Closing Balance 2021	<u>\$14,000.00</u>

TOTAL \$14,000.00

**R-112-22 Councilor Palmer moved and Dwyer seconded the motion to approve the transfer of appropriations as defined above. Motion carried 3 - 0**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

**R-113-22 Councilor Marzo moved and Palmer seconded the motion that a positive audit of the May bank reconciliation of the Supervisor's account was completed by Councilor Marzo and was deemed appropriate. Motion carried 3 - 0.**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

2. Attorney - Jeff Brown had no new business to discuss.

3. Highway Superintendent - Steve Robson written report

**Roads:** Town Clean-up Days began on May 7<sup>th</sup> and ended on May 14<sup>th</sup>. We received 56.55 ton of household debris, 6.90 ton of tires and 7000 lbs. of E-Waste. We have begun preparation for paving and surface treatments for the northeast side of LaFayette. Mowing operations began at the end of May.

**Highway Business:** I would like to ask the Town Board to sign the amended 284 agreement, to include the New York State (CHIPS, EWR, Pave NY and POP) budget totaling \$134,401.56 for the 2022 year. I have completed the Town of LaFayette "Driveway Permit Application for approval by the Town Board.

**Hurricane Fred:** I have completed all of the paper work and submitted to FEMA for processing and approval and then to the CRC for their approval. Category A (Debris Clean-Up) = \$28,831.58, Category B (Road Closers) = \$ 4,750.37 and Category C (Bring to Pre Storm-Condition) = \$ 51,419.81 **Totaling \$ 85,001.78.** FEMA will reimburse 90% of total cost and NYS will reimburse 10% of total cost. Mark Chambers C&S and I are still working to complete the mitigation process for funds to hopefully minimize the chance of this type of damage happening again to 2026 Clark Hollow Rd and Deer Run.

**Equipment:** The final bids will be received at 6:30 June 13, 2022 for the Eager Beaver Trailer and the small equipment that are listed on Auction International. Deputy Skinner and I are in the process of receiving quotes and checking State, County and Source-well Bids for a new trailer to replace the Eager Beaver and the Interstate trailer. This will reduce cost by eliminating two trailers and only having one on inventory.

**Training:** American Red Cross CPR/AED and First Aid Training is re-schedule for June 29<sup>th</sup> at 8 am. We have 8 Highway employees attending. This will allow 4 additional town employees to attend.

In addition to his written report Superintendent Robson reported that:

- The Eager Beaver trailer was listed on Auctions International with a reserve of \$2k, the high bid of \$1975.00 came in last night. The small bunch of chain & demo saws was listed with a reserve of \$300.00 and came in at \$360.00.
- Seeking Town Board approval to allow C & S Engineering to design and bid out the drainage projects for Deer Run Road and Clark Hollow. The Town will be receiving \$85K (90% from FEMA & 10% from the NYS). The estimated cost of the Deer Run project is \$70k, which Robson feels is low. The cost of C & S to design & bid would not exceed \$4k.
- Vinegar Hill - A drainage structure collapsed and it will cost approximately \$2,300.00 in equipment to be repaired by the Highway department. Tom Chartrand advised that we will have to transfer some funds but it is workable.

**R-114-22 Councilor Marzo moved and Dwyer seconded the motion to approve the sale of the 1986 Eager Beaver trailer and lot of chainsaws for a total of \$2,335.00. Motion carried 3 - 0.**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

**R-115-22 Councilor Dwyer moved and Marzo seconded the motion to approve Expenditure of a maximum of \$4k to have C&S Engineers design and bid the Deer Run and Clark Hollow drainage projects. Motion carried 3 - 0.**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

**R-116-22 Councilor Marzo moved and Palmer seconded the motion to approve the material cost of \$2,300 for the repairs at Vinegar Hill Sports park. Motion carried 3 - 0.**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

#### 4. Town Clerk

- a. Town Clerk Jackie Roorda advised that the May 2022 report was in the Board's meeting packet for their review.
- b. Roorda advised that Nichole Ponticello, our 2<sup>nd</sup> Deputy has submitted her resignation as she accepted a great job offer that supplied her with benefits. Roorda advised we will be looking to find a replacement for her. Councilor Dwyer asked why we needed another deputy as we never had

one before. Roorda informed that she has always had one, previously, it was Carole Scofield. She further explained this extremely part-time 2<sup>nd</sup> deputy fills in when both her and her deputy are attending Town Clerk meetings, covers for vacations, illnesses etc. and is trained to do a lot of the daily tasks, other than answer phones. Her predecessor always had two deputies as well, this has been in the budget for numerous years.

5. Building and Zoning Code Enforcement -

- a. May report was available in packet for Town Board review.
- b. CEO Ralph Lamson also advised that the MS4 Coalition the Town belongs to is being required by DEC to do more mapping of the catch basins. The CNYRPB is in the process of writing grants to cover these costs but there will be a Town matching amount. Since we have not utilized these fees, we have paid due to COVID, we should be all set with no further cost to the town.

6. Justice Court

a. May 2022 Justice Reports

Judge Perrin had 105 cases and turned over \$10,734.00 to the Town of LaFayette for May 2022.

Judge Shute had 126 cases and turned over \$14,458.00 to the Town of LaFayette for May 2022.

7. Library Director - Jessica Rice's written report is on file in the Town Clerk's office. Jessica introduced Amanda Schiavuli, of Onondaga County Library Member Services to discuss dropping of late fines for over-due materials at the library. A lengthy discussion took place upon the presentation by Ms. Schiavuli showing the myths of late fees and the strategies of how this system works for the majority of libraries across the country which has been proven as cost effective.

**R-117-22 Councilor Marzo moved and Palmer seconded the motion to approve the library dropping the late fees on loaned library materials as presented. Motion Denied 2 - 1.**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>No</b>

8. LCC - Secretary Kim Tingley submitted a written report which is on file in the Town Clerk's office

9. Dog Control -Nothing new to report

10. LaFayette Fire Department - No report provided

B. Committee Reports -

1. LACC -

Written report of LACC activities between May 6, 2022 and June 9, 2022, is on file in the Town Clerk's office.

2. CPIC - (Comprehensive Plan Implementation Committee)

Written report of CPIC activities for May 2022 which is on file in the Town Clerk's office.

9. NEW BUSINESS, there was no new business to discuss.

10. Motion to audit & pay bills

General Fund	19394-19442	\$119,199.42
Highway Fund	19443-19455	\$ 54,170.71
Special District	19456-19457	\$ 7,699.89
Capital Develop. Fund	19458-19459	\$ 35,101.04

**R-118-22 Councilor Palmer moved and Dwyer seconded the motion to audit and pay the above listed bills. Motion carried 3 - 0.**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

11. Motion to adjourn.

**R-119-22 Councilor Dwyer moved and Marzo seconded the motion to adjourn Motion carried 3-0**

<b>Melanie Palmer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Jerry Marzo</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>
<b>Carole Dwyer</b>	<b>Councilor</b>	<b>Voted</b>	<b>Yes</b>

The Town Board Meeting was adjourned at 8:19 p.m.

Respectfully submitted,

Jackie Roorda  
Town Clerk