

September 12, 2023 LaFayette Town Board Meeting Minutes

Minutes of the regular Town Board Meeting held by the LaFayette Town Board on September 12th, 2023 at 6:30 p.m. at LaFayette Town Hall and live on Facebook.

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

Recording Secretary: Kristin Colburn, Town Clerk
Attorney: Jeff Brown
Budget Officer: Marty Knapp
Others Present: Ralph Lamson, Bldg. & Code Enforcement
Sue Marzo, Information Officer
Mark Distler, Deputy Supervisor
Jessica Rice, Library Director
and several residents

1. Supervisor McConnell called the meeting to order at 6:30 pm and Town Clerk Kristin Colburn took the roll. All Board members were present. Pledge to our U.S. Flag led by Councilor Zajac.

2. Motion to accept minutes of the Regular meeting on August 8, 2023 Minutes.

R-147-23 Councilor Palmer moved and Councilor Marzo seconded the motion to accept the August 8th, 2023 Regular Meeting minutes as submitted by Town Clerk Kristin Colburn. Motion carried 4-0-1.

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

3. COMMUNICATIONS

A. Introduction of enhanced cat/dog control local law - Attorney Brown advised that this law is to amend our current code provision that deals exclusively with dogs and adds a provision that involves control of cats as well. Specifically, dealing with the conditions of keeping both cats and dogs. Councilors Dwyer, Palmer and Zajac all expressed concerns about Chapter 137 §137-9, Item F: Dog or cat kennels prohibited; number of dogs and cats per household. No person shall hereafter conduct or maintain a dog or cat kennel within the corporate limits of the Town for breeding dogs or cats for commercial purposes. No person shall keep more than three dogs or three cats, or combination thereof, in his/her residence or structure or on his/her property at any time unless permission has been obtained from the Town

Board. And, §137-13 (8) Any person to maintain a dog or cat kennel or to keep more than the allowed number of dogs or cats in their residence or structure or on their property at any time. It was agreed that those portions of the local law shall be stricken and that a public hearing will be set for the October 10, 2023 will be set.

R-148-23 Councilor Dwyer moved and Councilor Marzo seconded the motion to set the public hearings for October 10th, 2023 at 6:30 pm for the Enhanced Cat/Dog Control Local Law. 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. LaFayette Apple Festival Mass Gathering Permit

R-149-23 Councilor Dwyer moved and Councilor Zajac seconded the motion to approve the public assemble permit for the 50th Annual Apple Festival. 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

C. Syracuse Hauler’s Service Agreement Renewal - Town Clerk Colburn that this is the biennial renewal with them for our dumpsters located here at the Town Hall and the two dumpsters located at Stafford Park. Attorney Brown advised that we can approve the agreement contingent on attorney review.

R-150-23 Councilor Marzo moved and Councilor Palmer seconded the motion to authorize Supervisor McConnell to sign the agreement with Syracuse Haulers for trash removal at both Town Hall and Stafford Parks contingent on attorney review. 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. Town Hall Area Rugs vs. Aramark - Town Clerk Colburn explained that this has been a long time coming and that she had had several discussions with the previous Budget officer Tom Chartrand who agreed that us owning our rugs is a good way to reduce the budget. It would be similar to the highway department truck purchase program on a smaller scale. Saving an estimated \$12,100 over 5 years.

R-151-23 Councilor Marzo moved and Councilor Zajac seconded the motion approve the purchase of area rugs at a cost of no more than \$1,400.00. Motion approved 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

E. Declare 1 Justice Court chairs as scrap and 2 Justice Court Chairs a Surplus

R-152-23 Councilor Palmer moved and Councilor Dwyer seconded the motion to declare 1 of the Justice Court chairs as scrap and 2 of the Justice Court Chairs as surplus. Motion approved 5 -0.

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

F. Declare the Highway Dept. 2015 Chevy 1500 Crew Truck as surplus

R-153-23 Councilor Marzo moved and Councilor Zajac seconded the motion to declare the 2015 Chevy 1500 (Crew Truck) Vin # 3GCUKPEC9FG218921 as surplus with a reserve of \$7,000.00 upon completion of repair. Motion approved 5 -0.

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

4. COMMUNICATONS FROM THE PUBLIC - 3 MINUTE LIMIT PER SPEAKER - No comments from the public were voiced

5. REPORTS

A. Departmental

1. Town Supervisor

a. August Monthly report

R-152-23 Councilor Palmer moved and Councilor Marzo seconded the motion to approve the Supervisor's monthly report as submitted by Budget Officer Knapp. 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. Transfer of Appropriations (if needed)

LIBRARY FUND

From:

L7415.4	Library Materials (Non-Books)	\$1200.00
L7435.4	Library Travel	\$800.00

TOTAL \$2,000.00

To:

A599	Surplus	\$2,000.00
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TOTAL \$3,200.00

R-154-23 Councilor Palmer moved and Councilor Dwyer seconded the motion to approve the transfer of appropriations as defined above in the library 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

c. Audit of Supervisor's monthly report by Councilor Zajac

R-155-23 Councilor Marzo moved and Councilor Palmer seconded the motion that a positive audit of the August bank reconciliation of the Supervisor's account was completed by Councilor Zajac 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 - Nothing further to report
3. Highway Superintendent's Report September 2023

Roads: The second round of Surface Treatments (Oil & Stone) was completed on September 5th. Miscellaneous repairs and general maintenance to our roads, ditches and culverts will continue through the fall months.

Highway Business: I would like to ask the Town Board for a resolution to surplus the 2015 Chevy 1500 (Crew Truck) Vin # 3GCUKPEC9FG218921 with a reserve of \$7,000.00. The date it will be surplus, will be determined upon completion of the repair and when it can be listed for auction. I would ask the Town Board to grant me the ability to surplus this vehicle when it is ready for auction.

Equipment: Delivery of the 2023 Volvo EWR130E was on August 14, 2023. Tentative delivery of the new Chevy 6500 crew truck is September 18th.

Clark Hollow Bridge Grant Our first meeting with New York State Department of Transportation Richard M. Sawczak, P.E. will be in early October
4. Town Clerk
 - a. Monthly report for August 2023
 - b. Potential change to Town Hall Phone Voicemail System - We had an issue a little bit ago with someone trying to access our phone lines after hours to make calls overseas. We were alerted by Kevin at Business Systems of CNY who stopped the access by outside callers. That however caused a hiccup in employees accessing their email from outside of the office. That has been rectified. However, Kevin will be putting together a proposal to update our phones and our voicemail set up which is getting outdated.
5. Building & Zoning Code Enforcement/SPDES
 - a. August 2023 Building Permit Report
 - b. Updates: (1) CEO, Ralph Lamson advised that DEC is going to change their permit at some point, unsure of the timeline. Once that happens, we will have to upgrade our stormwater management plan. We will have about 6 months to make the changes to our plan. (2) With regard to the un-mowed lawn at 3209 Route 11, they are due in court 10/13/23 again but was advising the Town Board

that he will be hiring someone to mow her lawn and those costs will be added to her tax bill.

6. Justice Court

a. August 2023 Justice Reports

Judge Perrin had 126 cases and turned over \$12,402.00 to the Town of LaFayette for August 2023.

Judge Shute had 94 cases and turned over \$16,179.00 to the Town of LaFayette for August 2023.

7. Library Director submitted by Jessica Rice, she added to her report by advising that the mouse problem has resurfaced. She was advised to contact Critter Ridders.

8. LCC Report Submitted by Hillary Bevens

9. LaFayette Fire & Ambulance Department - Sean Doolittle reported that they had 27 fire/rescue calls for the month of August.

B. Committee Reports

1. Community Center Development - Jeff Palin advised that he Supervisor McConnell and Councilor Zajac walked the property and came up with a plan of attack for the projects listed below that need to be done:

1. Replace 1st floor hardwood floors with luxury, durable vinyl flooring. Tom Murfitt will be doing this project starting 10/23/23 to be completed in 10 days.

2. Front Porch

3. New HVAC

4. ADH Accessibility

5. Kitchen Remodel - Supervisor McConnell advised that we received an additional \$100k that is specifically for the Kitchen.

6. Painting the exterior can be added, Councilor Zajac expressed that it should be prioritized as this project will not just be a new coat of paint, there will be some significant repairs to the exterior required.

7. The two bathrooms

8. 1st floor walls & ceiling

9. Entry door.

a. Cross Roads Project Update - Deputy Supervisor Mark Distler gave an update with regard to the community survey the Crossroad building.

He asked for the Town Board’s input on the draft survey he sent four weeks previously. He went over the comments received so far, and asked for additional comments since not all councilors provided their input yet. One comment was that we should get DOT confirmation that the building is not an issue with regard to its ROW. Another asked to add mention of a scenario regarding historic building designation, Supervisor McConnell said he would ask if the County grants could be used for either option. Councilor Dwyer asked for a breakdown of the park costs. Deputy Supervisor Distler said he would work on these new comments and produce a revised draft survey.

2. LACC (Mark Distler) written report on file with Town Clerk’s office. One additional item to report. The LACC completed a survey of trees on Town owned properties and assessed which trees or limbs were either low or high priority. See below the reported survey results:

Survey Results Sum						
Tree Assessment	Total	Stafford	Town Offices	Bailey Park	Vinegar Hill	Old Highway
TH (tree high priority)	7	2	0	0	1	4
LH (limb high priority)	6	3	0	1	1	1
TL (tree low priority)	22	7	1	1	7	6
LL (limb low priority)	10	1	0	5	0	4
Rough Cost Estimate						
High priority	\$4,100	\$1,300	\$0	\$100	\$600	\$2,100
Low priority	\$12,000	\$3,600	\$500	\$1,000	\$3,500	\$3,400
*No stump grinding						
Proposed New Trees						
		0	0	0	0	0

Supervisor McConnell informed that funds were available for the high priority trees and asked for a motion to use those funds. Deputy Supervisor Distler said he would get some quotes and get back to the Town Board with the final cost prior to proceeding.

- 3. Safety & Facility Maintenance (Jerry Marzo)
 - a. Facilities

- 10. NEW BUSINESS - No New Business
- 11. Motion to audit & pay bills

<u>Fund</u>	<u>Check #'s</u>	<u>Total</u>
General Fund	21046-21074, 21076-21079, 21084, 21089, 21093-21096, 21098-	\$132,104.16

	21101, 21103-21107, 21120, 21121	
Highway Fund	21080-21086, 21085- 21088, 21090-21093, 21097, 21100	\$202,866.65
Coye Road Water Dist.	21102	\$2,050.33
Trust & Agency		\$1,488.60

R-155-23 Supervisor McConnell moved and Councilor Marzo seconded the motion to audit and pay the above listed bills. Motion carried 4 - 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

12. Motion to adjourn

R-156-23 Councilor Dwyer moved and Councilor Palmer seconded the motion to adjourn. Motion carried 4-0

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 7:47 pm.

Respectfully submitted,

Kristin Colburn
Town Clerk