

**SPECIAL TOWN BOARD MEETING**

**April 4, 2005**

A special meeting of the Town Board of the Town of Spafford was scheduled for 7:00 p.m. on April 4, 2005. Due to the lack of a quorum, the meeting was not held.

Respectfully submitted by,

Lisa M. Valletta  
Town Clerk  
Town of Spafford

**PUBLIC HEARING &  
REGULAR TOWN BOARD MEETING**

**April 14, 2005**

On Thursday, April 14, 2005 at 7:09 p.m. Supervisor Ireland opened the regular monthly meeting of the Spafford Town Board. Councilors Fred Chappell, Bill Vinzant, Jeff Ireland and Joyce Barnett were present. Highway Superintendent Carl Wiers, Accountant Thomas Chartrand, and Town Clerk Lisa Valletta were also present.

**RESOLUTION 7-2005**

**Borodino Cemetery**

Mr. Donald Becker, 2635 Nunnery Road, spoke of his concerns with certain conditions at Borodino Cemetery; specifically, tipping monuments, sunken areas, and the need for gravel in the drives. Supervisor Ireland stated a letter had been received from John Marsellus, Lanning Road, also voicing concern with maintenance of Borodino Cemetery. There was a discussion of the work needed at Borodino Cemetery.

On a motion made by Councilor Vinzant and seconded by Councilor Chappell the following resolution

**PASSED**                      **AYES - 5**              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
**NAYS - 0**

Resolved to spend up to \$7,000.00 for needed work at the Borodino Cemetery.

**Fuel Purchase Planning**

Mr. Lou Hanlon, 1842 East Lake Road, requested time on the agenda. He is not present. Town Clerk Lisa Valletta stated he was seeking to form a group of residents to purchase heating fuels at a "bulk rate". A sign up sheet will be available in the Town Clerk's office.

**RESOLUTION 8-2005**

**Public Hearing**

The public hearing for the opening of all bids received for mowing of the cemeteries and

Town properties has been duly advertised in the Town's official newspaper and notice was posted on the outside bulletin board at the Spafford Town Hall. Supervisor Ireland opened said hearing at 7:20 p.m. and instructed Mrs. Valletta to open and read the bids.

**Duckett's Lawn Care and Landscaping Service**

\$4,875.00 for the three cemeteries, the Veterans' Memorial park and the old IGA property an additional \$420.00 for 1865 East Lake Road, if that is included

**Evergreen Farms Landscaping**

\$350.00 per week of service for all six properties (The total for 20 weeks is \$7,000.00)

**David Brown**

\$6,100.00 for the year, for all six properties.

**Grasshopper Landscape Maintenance Company**

\$6,000.00 for the year for the three cemeteries,

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Following a discussion, on a motion made by Councilor Vinzant and seconded by Councilor Chappell the following resolution was

PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
   NAYS - 0

Resolved to award the mowing contract to Duckett's Lawn Care and Landscaping Service pending clarification of specifications with Councilor J. Ireland. Should agreement not be reached, the contract will be awarded to Grasshopper Landscape Maintenance Company with the same requirement; if Grasshopper Landscape Maintenance Company cannot reach an agreement, the contract will go to David Brown with the same requirement. If Mr. Brown does not reach agreement with Councilor J. Ireland, the contract will be awarded to Evergreen Farms Landscaping with the same requirement.

**Fuel Purchase Planning** - *revisted*

Mr. Lou Hanlon, 1842 East Lake Road, arrived. He repeated the information offered earlier and asked interested area residents to sign up. He will contact them. Supervisor Ireland explained a sign up sheet will be available in the Town Clerk's office.

**Adelphia Cable**

Mr. Ken Lieberman, 2308 Olanco Road, gave a short history of the Adelphia Cable expansion project then introduced Linda Henry, General Manager of Adelphia Cable for the area which includes the Town of Spafford. Ms. Henry gave details on the current customer base in the Town and explained what services are available through Adelphia Cable. Ms. Henry explained the schedule for the expansion is nearing the time for residence hook ups. She invited those present who are within the expansion area to speak with the sales personnel that accompanied her to this meeting. The personnel from Adelphia Cable withdrew to the office area to speak with potential subscribers.

## RESOLUTION 9-2005

### **Proposed Water District**

Supervisor Ireland reminded the Town Board of receipt of a revised map plan for the proposed water district. He requested the Town Board adopt the new plan. A motion to adopt the revised map plan was made

On a motion made by Councilor J. Ireland and seconded by Councilor Vinzant the following resolution was

PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
                                    NAYS - 0

Resolved to adopt the revised map plan submitted by Barton & Logudice for the proposed water district.

Supervisor Ireland explained there will be an informational meeting for the residents within the proposed water district and any interested persons on May 18 at 7:30 p.m. at the Spafford Town Hall.

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### **Spafford Fire District**

A request was received from the Spafford Fire District Commissioners to require emergency equipment accessibility on roads prior to issuing Certificates of Occupancy for residences on said roads. Following a discussion of the situation, Supervisor Ireland suggested an action group be formed to discuss the issue and seek a course for resolution. Members of the group would include the Fire Commissioners, Councilor Chappell as Code Enforcement Officer and Town Board member, and possibly members of the Zoning Board of Appeals.

### **Farmland Trust Program**

Supervisor Ireland reminded the Town Board members of the meeting scheduled with Ms. Roberta Harrison from the Onondaga County Agriculture and Farmland Protection Board for



In the effort to create an environment that will facilitate employee recovery from injury or illness, and to improve operational efficiency of the municipality, a program of transitional duty is hereby established.

On a case by case basis, this program covers all municipal personnel who sustain a work-related disabling injury subject to the following guidelines: the disability must be a temporary condition and the employee must have transitional duty capacity as determined by his/her treating physician. The treating physician may give such an employee a transitional duty assignment consistent with his/her physical abilities and any limitations imposed. The transitional duty assignment will not last more than twelve weeks.

This program may also apply voluntarily, on a case by case basis to employees who have sustained a disabling injury or illness from non-job related activity if and when transitional duty tasks become available with work-related injuries receiving priority if transitional duty work is limited.

It is the goal of the Town of Spafford to locate and assign transitional duty when feasible according to the following guidelines:

1. The approved physician shall be encouraged to release temporarily disabled employees to a transitional duty work status and describe the employee's capacities in sufficient detail to enable the Town of Spafford to determine a suitable work or task assignment.
2. The Town of Spafford shall attempt to locate or design work assignments within the capacities described by the physician.
3. The Town of Spafford shall continue to provide benefits and regular wages to any employee on transitional duty.
4. Upon release to regular work without restrictions, the employee shall be returned to his/her regular position.

#### Transitional Duty Assignments

- § Inventory tools, equipment and parts
- § Inventory road signs
- § Perform custodial duties at Highway Garage & Town Hall
- § Attend Safety Training Programs
- § Inspect roads and culverts
- § Inspect road signs
- § Act as flagman as needed
- § Painting
- § Clean equipment
- § Routine vehicle maintenance
- § Litter collection at Town Transfer Station
- § Clear brush from road sides
- § Grass mowing
- § Safety inspections

On a motion by Councilor Chappell, seconded by Councilor Barnett, the following resolution was

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PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
                                    NAYS - 0

Resolved the above Transitional Duty Program for the Town of Spafford Highway employees is adopted.

**RESOLUTION 13-2005**

*Approval of Compensatory Time Policy*

With pre authorization from the Town of Spafford Highway Superintendent, Town Highway employees will have the option of receiving “compensatory time” in lieu of paid overtime. When a Town Highway employee chooses to receive compensatory time, the employee will be credited with the equivalent of one and one half hours per hour of authorized time worked over forty hours in a given week.

A Town Highway employee may accumulate up to 24 hours in compensatory time credits. In the event an employee accrues more than 24 hours in compensatory time credits, the employee must either use the excess compensatory time credits or take paid overtime. An employee must use all compensatory time credits within the calendar year in which they are earned or receive cash payment at the end of the calendar year at the employee’s current rate of pay.

On a motion by Councilor Vinzant, seconded by Councilor J. Ireland, the following resolution was

PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
                                    NAYS - 0

Resolved the above Compensatory Time Policy is adopted.

**RESOLUTION 14-2005**

*Current Issues on Storm Water Regulations Workshop*

Highway Superintendent Carl Wiers requested his attendance at the Current Issues on Storm Water Regulation workshop be funded by the Town.

On a motion by Councilor Barnett, seconded by Councilor Vinzant the following resolution was

PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
                                    NAYS - 0

Resolved the Town of Spafford fund Mr. Wiers attendance at the above workshop.

RESOLUTION 15-2005

*Asphalt Paving Principal Workshop*

Highway Superintendent Carl Wiers requested his attendance at the Asphalt Paving Principal Workshop be funded by the Town.

On a motion by Councilor Barnett, seconded by Councilor Vinzant the following resolution was

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PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
                                    NAYS - 0

Resolved the Town of Spafford fund Mr. Wiers attendance at the above workshop.

RESOLUTION 16-2005

*Agreement with Town of Scott*

Mr. Wiers requested the bill from the Town of Scott for plowing sections of road in the Town of Spafford be authorized for payment at this meeting. The agreement stipulated the payment would be made after April 15, 2005 which is tomorrow.

On a motion by Supervisor Ireland, seconded by Councilor Vinzant the following resolution was

PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
                                    NAYS - 0

Resolved to pay the contracted \$9,000.00 to the Town of Scott for snow and ice removal on Town of Spafford roads.

RESOLUTION 17-2005

*Declaration of Surplus Equipment*

On a motion by Supervisor Ireland, seconded by Councilor Vinzant the following resolution was

PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
                                    NAYS - 0

Resolved the 1987 grader be declared as surplus equipment.

RESOLUTION 18-2005

*Sale of 1987 Grader*

On a motion by Supervisor Ireland, seconded by Councilor J. Ireland the following resolution was

PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
                                    NAYS - 0

Resolved to sell the 1987 grader to the Town of Cincinnatus for \$16,000.00.

RESOLUTION 19-2005

**Bockes Road Speed Study**

A speed study was conducted on Bockes Road sometime between January 27, 2005 and March 23, 2005. Bockes Road is the access to MidLakes Golf Course, has many seasonal residences and is the only public access point to Skaneateles Lake. Councilor Chappell suggests a request be submitted for the speed study to be conducted during the heavier use season for Bockes Road.

On a motion by Councilor Barnett, seconded by Supervisor Ireland the following resolution was

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PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
                                    NAYS - 0

Resolved a request for a second speed study on Bockes Road be submitted to New York State Department of Transportation.

RESOLUTION 20-2005

**March 10, 2005 Town Board Minutes**

On a motion by Councilor J. Ireland, seconded by Councilor Vinzant the following resolution was

PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
                                    NAYS - 0

Resolved the minutes of the March 10, 2005 Town Board meeting be approved as submitted by the Town Clerk.

RESOLUTION 21-2005

**Audit of Claims**

On a motion by Councilor J. Ireland, seconded by Councilor Vinzant the following resolution was

PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
    NAYS - 0

Resolved the bills on Abstract #4 be paid in the following amounts:

|              |                   |            |
|--------------|-------------------|------------|
| General Fund | #110 through #138 | \$9,595.80 |
| Highway Fund | # 49 through # 72 | 27,542.80  |

(Highway Fund includes Machinery & Snow bills)

**RESOLUTION 22-2005**

**Town Supervisor's Monthly Report & Statement**

On a motion by Councilor Chappell, seconded by Councilor Barnett the following resolution was

PASSED                      AYES - 5              G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett  
    NAYS - 0

Resolved the Town Supervisor's Monthly Report & Statement for the month of March 2005 be accepted as submitted.

**RESOLUTION 23-2005**

**Approval of Transfer of Funds**

General Fund

|       |                    |             |                  |
|-------|--------------------|-------------|------------------|
| From: | A1990.4 Contingent | Contractual | \$ 440.00        |
|       |                    |             | <u>\$ 440.00</u> |

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|     |   |             |                  |
|-----|---|-------------|------------------|
| To: | A1940.4 Purchase of Land & Right of Way | Contractual | \$ 440.00        |
|     |   |             | <u>\$ 440.00</u> |

Highway Fund

|       |               |                     |                    |
|-------|---------------|---------------------|--------------------|
| From: | DA599 Surplus | FEMA Reimbursement  | \$50,000.00        |
|       | DA599 Surplus | Tower Reimbursement | <u>2,300.00</u>    |
|       |               |                     | <u>\$52,300.00</u> |

|     |                  |             |             |
|-----|------------------|-------------|-------------|
| To: | DA5110.4 Repairs | Contractual | \$50,000.00 |
|-----|------------------|-------------|-------------|

DA5130.4 Equipment

Contractual

2,300.00\$52,300.00

On a motion by Councilor Vinzant, seconded by Councilor J. Ireland the following resolution was

PASSED AYES - 5 G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett

NAYS - 0

Resolved the above fund transfers be approved.

#### RESOLUTION 24-2005

##### **Town Clerk's March 2005 Report**

On a motion by Councilor Chappell, seconded by Councilor Barnett the following resolution was

PASSED AYES - 5 G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett

NAYS - 0

Resolved the Town Clerk's March 2005 Report be accepted as submitted.

#### RESOLUTION 25-2005

##### **Approval of Appointment of Deputy Town Clerk**

The Deputy Town Clerk will perform the following limited duties – issuance of dog licenses and Transfer Station permits, and answer questions from the public. No salary will be paid at this time for this position.

On a motion by Councilor J. Ireland, seconded by Councilor Chappell the following resolution was

PASSED AYES - 5 G. Ireland, Vinzant, J. Ireland, Chappell, and Barnett

NAYS - 0

Resolved to approve the appointment of Kimberly Read as Deputy Town Clerk.

##### **Completion of AED/CPR Training**

Mr. Wiers, the Highway employees and Mrs. Valletta have all completed the training class for the Automatic External Defibrillator (AED) and CPR in anticipation of the installation of an AED unit in the Town offices.

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#### RESOLUTION 26-2005

### **1865 East Lake Road**

Mrs. Lauri Clark, 3501 Stanton Road, and Mr. Vic Sayko, 2856 Nunnery Road, presented alternative plans for the property at 1865 East Lake Road. Mr. Ted Lavery, 2864 Nunnery Road; Mr. Frank Moran, 2708 Nunnery Road; and Mr. Peter Payntar, 1940 East Lake Road, all spoke in favor of an alternative to demolition.

On a motion by Supervisor Ireland, seconded by Councilor J. Ireland the following resolution was

PASSED                      AYES – 3              G. Ireland, J. Ireland, Chappell  
                                    NAYS -

No verbal votes were cast by Councilor Vinzant or Councilor Barnett.

Resolved the grant funds provided by Onondaga County Community Development will be used to demolish the two buildings located at 1865 East Lake Road to allow space for additional parking and a septic system for the Borodino Grange building.

### **RESOLUTION 27-2005**

#### **Authorize Asbestos Study**

On a motion by Councilor Vinzant, seconded by Councilor J. Ireland the following resolution was

PASSED                      AYES - 4              G. Ireland, Vinzant, J. Ireland, Chappell  
                                    NAYS – 1              Barnett

Resolved that Barton & Logudice will conduct an asbestos study of the buildings for a fee of \$2,600.00.

### **RESOLUTION 28-2005**

#### **Demolition Bids**

On a motion by Councilor J. Ireland, seconded by Councilor Chappell the following resolution was

PASSED                      AYES - 4              G. Ireland, Vinzant, J. Ireland, Chappell  
                                    NAYS – 1              Barnett

Resolved that the Town Attorney will create specifications for demolition of the buildings at 1865 East Lake Road and that said specifications will be let out to bid.

#### **Grange Restoration Priority List**

There was a discussion of the progress on creating a priority list for restoration work at the Borodino Grange building.

#### **Adjournment**

On a motion by Councilor J. Ireland, seconded by Supervisor Ireland the meeting adjourned

at 10:10 p.m. subject to the Call of the Town Clerk. Carried unanimously.

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Respectfully submitted

by,

Next meeting to be held  
May 12, 2005 @ 7:30 p.m.  
@ Spafford Town Hall

Lisa M. Valletta  
Town Clerk  
Town of Spafford