MINUTES
TOWN BOARD
March 28, 2018

The Town of Manlius Town Board assembled at the Town Hall, 301 Brooklea Drive, Fayetteville, New York, with Supervisor Edmond Theobald presiding and the following Board members present:

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| | John R. Loeffler, Councilor |
| | Sara Bollinger, Councilor |
| | Nicholas J. Marzola, Councilor |
| Absent | Vincent Giordano, Councilor |
| | Karen Green, Councilor |
| | Richard Rossetti, Councilor |

The following Town Officers were present:

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| Tim Frateschi, Attorney for the Town | Allison A. Weber, Town Clerk |
| Mike Crowell, Police Chief | Rob Cushing, Highway Superintendent |
| Doug Miller, Town Engineer | Ann Oot, Town Manager |

Other persons attending: Ellen & Mike McGrew, Manlius. Jason Emerson, Eagle Bulletin. Mark Matt, Fayetteville.

**The Pledge of Allegiance**

Supervisor Theobald, called the meeting to order at 6:30 pm. Councilor Green led the Pledge of Allegiance. Supervisor Theobald welcomed everyone and thanked all for attending.

**Approval of Minutes – March 14, 2018**

Councilor Rossetti made a motion, seconded by Councilor Green, to approve the minutes of March 14, 2018, as submitted by Town Clerk Weber.

Ayes: Supervisor Theobald, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Abstain: Councilor Loeffler

Nayes: 0

Motion Carries.

**Partial Release of Securities – Shining Stars Daycare**

Councilor Rossetti reviewed the status of the demolition of the old Shining Stars Daycare facility. Councilor Rossetti stated that town still retains $13,000 in remaining security which would cover the removal of the old parking lot and blocking of one of the entrances if necessary.

Councilor Rossetti made a motion, seconded by Councilor Bollinger, to approve the partial release of security to John Penizotto for Shining Star Daycare in the amount of $16,000.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

**Approval of Abstract # 6**

Councilor Marzola made a motion, seconded by Councilor Green, to approve Abstract # 6 as submitted by Town Clerk Weber.

| | TOWN OF MANLIUS | |
|---|---|---|
| | Fund Summary | |
| | Abstract # 6 - 2018 | |
| **CODE** | **FUND** | **TOTALS** |
| A | General Fund Townwide | $ 91,159.76 |
| B | General Fund Town | $ 109.29 |
| DA | Highway Fund Townwide | $ 34,624.68 |
| DB | Highway Fund Town | $ 1,392.98 |
| SR1 | Manlius Trash District | $ 98,279.87 |
| SR2 | Manlius Res Brush District | $ 11,513.00 |
| SS1 | Manlius Con Sewer District | $ 263.98 |
| TA2 | Trust & Agency - Other | 1,625.00 |

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

**Ironman – Letter of Support**

Town Clerk Weber presented the scheduled route for the 2018 Ironman and stated that the organization has requested a letter of support. The letter of support is required for the New York State Department of Transportation.

Councilor Rossetti made a motion, seconded by Councilor Loeffler, to authorize a town official to send a letter of support for the 2018 Ironman 70.3 Syracuse Race.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Discussion: Councilor Marzola asked if the Town of Manlius Police Department would be required to provide police security at the race. Town Clerk Weber stated that the race organizers had found their own security in the past.

Nayes: 0 All in Favor. Motion Carries.

**Cluster Development – Providing Planning Board**

Attorney Frateschi reviewed cluster development zoning. Attorney Frateschi stated that the current cluster development zoning law states that a resolution would still be required for each proposal to be considered by the planning board.

Attorney Frateschi reviewed the proposed resolution which removes the requirement for a resolution and grants authority to the planning board for the current subdivisions that are before the planning board.

Councilor Rossetti disclosed for the record the company that he works for has a property under agreement to be sold to the same developers who are proposing a subdivision on Hoag Lane. Councilor Rossetti stated that the property under agreement is located in the Town of Dewitt. Councilor Rossetti will recuse himself from any town board actions directly related to the Hoag Lane Subdivision.

Attorney Frateschi stated that Councilor Rossetti is not required to recuse himself from this action because he is not taking action on a specific subdivision.

Councilor Rossetti made a motion, seconded by Councilor Marzola, to approve the resolution granting authority to the planning board to have full discretion to consider cluster development under Town Law Section 278.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

**Local Law regarding – Self Storage CB Zoning**

Attorney Frateschi presented a draft local law to add self-storage units as an allowed use in the CB zoning classification. Attorney Frateschi requested the matter be tabled for further review.

Conversation ensued regarding the proposed amendment to the CB zoning classification. The town board discussed the different types of self-storage units that exist. Attorney Frateschi stated that the proposed amendment to the CB zoning classification will more clearly define a storage unit. The town board tabled the matter.

Councilor Loeffler stated that the town board periodically reviews the town code. Councilor Loeffler discussed the various corridor studies throughout the town and stated that these studies were meant to be living documents. Councilor Loeffler discussed how

technology evolves quickly and the town code could be updated to address new technology. Councilor Loeffler discussed the recent solar array law.

Supervisor Theobald discussed the past attempts at a comprehensive or master plan for the Town of Manlius. Supervisor Theobald stated that the most recent review in 2000 produced a series of corridor studies and a report on the environmental and infrastructure issues that exist in the town.

Supervisor Theobald stated that he does not want to create a comprehensive plan that would handcuff future leaders in the Town of Manlius.

Councilor Loeffler stated that the town is fairly built out in terms of development. Councilor Loeffler discussed the importance of process when evaluating a proposal and stated that there may be parts of the planning process that can be updated.

Councilor Bollinger stated that she would like to have a more future-looking plan and would like better resident input on the types of development that residents would like to see in the community. Councilor Bollinger stated that Khristohper Dodson from Syracuse University, whom she met during her recent training, is a valuable resource. Additionally, there is money available to help with planning, engineering and engage the citizens.

Councilor Rossetti stated that often residents will express the opinion that they do not want development in their own backyards.

Councilor Bollinger discussed the closing of the Fayetteville Mall as an example of a time when residents said that they would like more shopping and development in their community. Councilor Bollinger stated that she would like a mechanism for public input.

Councilor Loeffler stated that gathering information is more of a process. Councilor Loeffler stated that it is important to understand the dynamics that are out there and adjust to those dynamics. Councilor Loeffler discussed his concerns over public surveys that could be driven by marketing.

Supervisor Theobald stated that he would like to form a committee to include Councilor Loeffler, Councilor Rossetti, Councilor Bollinger and Director Capriotti.

Councilor Green recommended adding a member of the planning board to the committee.

Town Clerk Weber requested that she serve on the committee so that she can have a full understanding of any changes that may be made to the town code.

Attorney Frateschi stated that he believes a review of the town code was in order.

**Cable Franchise Agreement**

Attorney Frateschi stated that he contacted Spectrum regarding the changes to the franchise agreement that the town board requested. Attorney Frateschi stated that the indemnity clause has not yet been finalized but the latest version is close. Attorney Frateschi recommended that the town board could approve the draft franchise agreement contingent final attorney approval.

Attorney Frateschi added that Spectrum did submit that the Town is now 95% to 98% built out. Spectrum confirmed that the franchise fees are collected only on the cable service and not the internet service.

Town Clerk Weber added that a resident had contacted her requesting Spectrum service be added to her area. Town Clerk Weber advised the resident to submit her request in writing for town records. Town Clerk Weber will forward the request once it is received.

Councilor Rossetti made a motion, seconded by Councilor Marzola, to authorize Supervisor Theobald to sign the franchise agreement with Spectrum-Charter-TWC upon final review by the town attorney.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries.

**Correspondence/New Business**

A) Highway Superintendent

Highway Superintendent Cushing stated that the speed limit on Bowman Road was raised from 30 MPH to 40 MPH per the order of the New York State Department of Transportation. Highway Superintendent Cushing stated that the town had received a FOIL request regarding the speed limit on Bowman Road. After the town reviewed its records, it appears that the road was incorrectly posted at 30 MPH several years ago. The NYSDOT then completed a traffic study and determined that the speed along the road should be 40 MPH. The town has received several complaints since the speed limit signs were changed and has posted information regarding the speed limit change on Bowman Road on the town website.

B) Planning & Development

Town Manager Oot presented two proposed bid specifications for drainage improvement projects.

Town Manager Oot stated that the Coventry Road project is in drainage district #1 and is the second phase of drainage system project in the Clark Hill Area. The project includes the construction of approximately 553 linear feet of storm sewer along Coventry Road.

Town Manager Oot stated that Enders Road Drainage Improvement Project is in drainage district #3 and includes the construction of approximately 740 feet of storm sewer along

Enders Road and Kimball Road. The project also includes improvements to the existing Hoylake Drive Detention Area. Town Manager Oot stated that a SEQR determination is required for the Enders Road Drainage Improvement Project because of the improvements to the Hoylake Detention Area.

Town Manager Oot requested a motion to advertise the bids with an official bid opening on April 30, 2018.

Attorney Frateschi stated that SEQR is required because the town is increasing the size of the detention basin of Hoylake which will improve the drainage system.

**SEQR**

Councilor Bollinger made a motion, seconded by Councilor Loeffler, to declare the Town of Manlius lead agency for SEQR purposes in the matter of the Enders Road Drainage Improvement Project and improvements to the Hoylake Detention Area

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

Councilor Loeffler made a motion seconded by Councilor Rossetti, to declare the matter of the Enders Road Drainage Improvement Project and improvements to the Hoylake Detention Area an unlisted action for SEQR purposes.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

**PART II – Short Environmental Assessment Form**

Attorney Frateschi reviewed Part II of the short environmental assessment form with the Town Board. The Town Board determined that each of the environmental factors would have no more than a small to moderate impact. After further discussion, the town board agreed that there would be no significant environmental impact by issuing approval for the Enders Road Drainage Improvement Project and improvements to the Hoylake Detention Area

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

Councilor Rossetti made a motion, seconded by Councilor Loeffler issue a negative declaration for SEQR purposes in the matter of the Enders Road Drainage Improvement Project and improvements to the Hoylake Detention Area

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

Councilor Rossetti made a motion, seconded by Councilor Marzola, to authorize the issuance of a bid specification and authorize the town clerk to advertise for the proposed Coventry Road Drainage Improvement Project.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

Councilor Green made a motion, seconded by Councilor Rossetti, to authorize the issuance of a bid specification and authorize the town clerk to advertise for the proposed the Enders Road Drainage Improvement Project and improvements to the Hoylake Detention Area.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

C) Attorney – No New Business

D) Town Clerk

Town Clerk Weber reviewed a firework permit application submitted by the Traditions at the Links for a display to be held on May 11, 2018. Town Clerk Weber stated that the application has been reviewed and approved by the Office of Planning and Development.

Councilor Green made a motion, seconded by Councilor Loeffler, to authorize the Town Clerk to issue a firework permit to Traditions at the Links for a firework display on May 11, 2018.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

Town Clerk Weber presented a special permit renewal application for Wa-Noa Golf Club located at 6940 Schepps Corners Rd., E. Syracuse (Tax Map # 041.-01-08.1) to operate a golf course establishment in an RA zoning classification.

Councilor Rossetti made a motion, seconded by Councilor Loeffler, to approve the special permit renewal for Judy Hodge owner of Wa-Noa Golf Club, 6940 Schepps Corners Rd.,

E. Syracuse (Tax Map # 041.-01-08.1) to operate a golf course establishment in an RA zoning classification expire in 7 years on March 31, 2025.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

Town Clerk Weber presented a proposal for BAS system to complete a data transfer for the proposed town clerk software. Town Clerk Weber stated that the current operating system is access based and the proposed system is SQL based. Town Clerk Weber stated that the new software would be implemented right at the start of the busy season for Planning & Development. Town Clerk Weber stated that she is concerned that it will be difficult to complete the data entry for the dog license and handicap renewal letters that must go out in a timely manner each month. Town Clerk Weber reviewed the current number of active dog licenses, active handicap parking permits, and marriage licenses.

Councilor Rossetti made a motion, seconded by Councilor Loeffler, to approve the purchase of BAS (Business Automation Services, Inc.) Software for the Town Clerks Office as outlined in the agreement presented.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

Councilor Rossetti made a motion, seconded by Councilor Marzola, to approve the purchase of BAS (Business Automation Services, Inc.) data conversion for the Town Clerks Office as outlined in the agreement presented.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

E) Police Chief

Chief Crowell stated that there had been an increase in calls for service.

Chief Crowell stated that the department has been working with the local school districts regarding school safety concerns. Discussion ensued regarding the school information resource officers.

Chief Crowell stated that the annual traffic safety awards would be held on April 11th and invited the town board to attend.

F) Town Board

Councilor Bollinger recognized the Manlius Historical Society. Councilor Bollinger stated that the Manlius Historical Society held a nice event on the Erie Canal.

G) Supervisor

Supervisor Theobald recognized Mike McGrew from the floor to speak.

Mike McGrew, Manlius, discussed emerging technology for airplanes and tracking the height and speed at which the airplanes travel.

There being no further business to come before the Board, upon motion duly made by Councilor Rossetti and seconded by Councilor Green the board voted unanimously to adjourn regular session at 7:48 PM.

Ayes: Supervisor Theobald, Councilor Loeffler, Councilor Rossetti, Councilor Marzola, Councilor Bollinger, Councilor Green

Nayes: 0 All in Favor. Motion Carries

Respectfully Submitted by:

Allison A. Weber
Town Clerk