MINUTES
TOWN BOARD
November 20, 2019

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:

John R. Loeffler, Councilor
Nicholas J. Marzola, Councilor
Karen Green, Councilor
Richard Rossetti, Councilor
Sara Bollinger, Councilor

The following Town Officers were present:

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

Other persons attending: Ellen & Mike McGrew, Manlius. Jen Chapman, Jason Klaiber, Elain Denton.

The Pledge of Allegiance

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

Approval of Minutes – November 13, 2019 - Tabled

Approval of Abstract # 22

Councilor Marzola made a motion, seconded by Councilor Rossetti, to approve Abstract # 22 as submitted by Town Clerk Weber.

	TOWN OF MANLIUS	
	Fund Summary	
	Abstract # 22 - 2019	
CODE	**FUND**	**TOTALS**
A	General Fund Townwide	$ 84,242.57
B	General Fund Town	$ 97.55
CM1	Police Trust	$ 1,437.00
DA	Highway Fund Townwide	$ 46,421.78
DB	Highway Fund Town	$ 2,246.34
SR1	Manlius Trash District	$ 101,874.89
SR2	Manlius Res Brush District	$ 11,600.00
SS1	Manlius Con Sewer District	$ 467.35
SW3	Skyridge Water District	$ 13,059.00

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

Nayes: 0 All in Favor. Motion Carries.

Public Hearing to Consider a Proposed Local Law to Amend Chapter 155 of the Zoning Code related to Signage

Councilor Bollinger reviewed the proposed local law to amend chapter 155 of the zoning code related to signage.

Councilor Green made a motion, seconded by Councilor Rossetti, to waive the reading of the public notice for the public hearing to consider the matter of the Proposed Local Law to Amend Chapter 155 of the Zoning Code related to Signage.

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

Nayes: 0 All in Favor. Motion Carries.

Councilor Green made a motion, seconded by Councilor Bollinger, to open the public hearing at 6:35pm to consider the matter of the Proposed Local Law to Amend Chapter 155 of the Zoning Code related to Signage

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

Nayes: 0 All in Favor. Motion Carries.

With there being no comment from the public, Councilor Rossetti made a motion, seconded by Councilor Loeffler, to close the public hearing at 6:35pm to consider the matter of the Proposed Local Law to Amend Chapter 155 of the Zoning Code related to Signage

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

Nayes: 0 All in Favor. Motion Carries.

Attorney Frateschi stated that the Town Board cannot act on the proposed law until the Town receives the determination from the Onondaga County Planning Board.

SEQR – Short EAF

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 none to small impact. After further discussion, the Board agreed that there would be no significant environmental impact by adopting proposed Local Law to Amend Chapter 155 of the Zoning Code related to Signage

SEQRA

Councilor Bollinger made a motion, seconded by Councilor Marzola, to declare the Town of Manlius lead agency for SEQR purposes in the matter of the Proposed Local Law to Amend Chapter 155 of the Zoning Code related to Signage.

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 Bollinger to issue a negative declaration for SEQR purposes in the matter of the Proposed Local Law to Amend Chapter 155 of the Zoning Code related to Signage.

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

Nayes: 0 All in Favor. Motion Carries.

2020 Fire Contracts – Village of Fayetteville, Village of Minoa and the Village of Manlius

The public hearing for the fire contracts were held and closed on November 13, 2019.

Councilor Bollinger made a motion, seconded by Councilor Rossetti, to approve the 2020 Fayetteville Fire Protection Contract as prepared by the Attorney for the Town and authorize the Supervisor to sign the contract.

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 Marzola, to approve the 2020 Minoa Fire Protection Contract as prepared by the Attorney for the Town and authorize the Supervisor to sign the contract.

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

Nayes: 0 All in Favor. Motion Carries.

Councilor Marzola made a motion, seconded by Councilor Loeffler, to approve the 2020 Manlius Fire Protection Contract as prepared by the Attorney for the Town and authorize the Supervisor to sign the contract.

Discussion: Councilor Marzola stated that the Manlius Fire Budget has had a great deal of discussion. Councilor Marzola stated that there needs to be offset in future budgets for the sale of retired ambulances and the sale of the retired fire stations.

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

Nayes: 0 All in Favor. Motion Carries.

2020 Town Budget – Final Adoption

Councilor Marzola reviewed the budget process and presented the 2020 Budget for final adoption.

Councilor Marzola stated that some areas needed to be reviewed prior to final adoption such as health insurance rates, personnel, contractual, and sustainability for future budgets. Councilor Marzola discussed the changes that were made as the pending budget items were finalized.

Councilor Marzola presented a final 2020 budget overview and noted:

- The tax rate is lowest it has been in several years.
- The Full Town Tax Rate is $4.732 down $.095
- The Part Town Tax Rate is $3.610 down $.026
- The Full Town Tax Levy cap is below zero and is -1.56%
- The Part Town Tax Levy Cap is below zero and is -0.92%

Councilor Marzola thanked the department heads for all of their hard work on the budget. Councilor Marzola stated that the Town has a very strong fiscal foundation to move forward into the future and a stable process that will serve the town well.

Councilor Loeffler thanked the finance committee and Councilor Marzola for his work on the budget.

Councilor Marzola made a motion, seconded by Councilor Loeffler to approve the 2020 Town budget as presented.

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

Nayes: 0 All in Favor. Motion Carries.

CNYSPCA Dog Control Contract 2020

Town Clerk Weber reviewed data from the CNYSPCA regarding dog control and cruelty cases in the Town of Manlius.

Councilor Rossetti made a motion, seconded by Councilor Green to authorize the Supervisor to sign a 1-year agreement with CNYSPCA for dog control services in the Town of Manlius.

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

Nayes: 0 All in Favor. Motion Carries

CNYSPCA Dog Cruelty Contract 2020

Councilor Rossetti made a motion, seconded by Councilor Bollinger to authorize the Supervisor to sign a 1-year agreement with CNYSPCA for animal cruelty investigation and enforcement services in the Town of Manlius.

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

Nayes: 0 All in Favor. Motion Carries

Correspondence/New Business

A) Highway Superintendent

Highway Superintendent Cushing stated that he represented the state association and met with the NY Coalition to Rebuild NY to advocate for an increase in the CHIPS funding.

B) Planning & Development

Director Capriotti stated that building permits are not slowing down and the department continues to be busy.

C) Attorney

Attorney Frateschi requested executive session to discuss a collective bargaining agreement.

Attorney Frateschi stated that Councilor Loeffler is going to propose a local law regarding the amendments to the commercial zoning classifications. Attorney Frateschi stated that in order for that law to be distributed to the board members via email the Town Board must pass a resolution authorizing the Town Clerk to send local laws via email. Attorney Frateschi stated that any proposed local law sent via email must be delivered to board members 10 days prior to consideration.

Councilor Loeffler made a motion, seconded by Councilor Bollinger, to authorize the Town Clerk to distribute proposed local laws for consideration to the Town Board via email.

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

Nayes: 0 All in Favor. Motion Carries.

D) Town Clerk – No New Business

E) Police Chief

Chief Crowell reporting the following:

- The background investigations for the candidates to fill open vacancies are ongoing.
- The three new recruits continue to be successful during field training.
- The newly promoted Sergeant continues to do well.
- Two new officers have completed crisis intervention training.
- The selection process for a new police mechanic is complete and a candidate has been given a conditional offer of employment.

F) Town Board

Councilor Loeffler stated that an administrative position has been added in the budget. Councilor Loeffler stated that this position is needed to fulfill the new requirements set forth in the justice reforms.

Councilor Loeffler presented the job description for a special police officer. Councilor Loeffler stated that the school districts are interested in using this type of officer for additional SIROs. Councilor Loeffler asked the board members to review this position and consider it in the future.

Councilor Loeffler presented an updated commercial zoning classification table. Councilor Loeffler stated that the Planning Process Committee reviewed the existing commercial zoning classifications and proposed a new commercial zoning classification.

Councilor Loeffler stated that the review of the classifications had a consistent outline, updated purpose and intent, reviewed design principals where necessary and ensured that anything in the classifications that was unique is still addressed.

Councilors Loeffler reviewed the updated zoning classification table.

The use table specified the different types of restaurants and dining experiences that currently exist in the Town and that could be proposed. The restaurants were categorized by seating, food type and other factors to place them into a restaurant type.

The Town Board discussed the use table and the different types of uses that were categorized within the table.

Councilor Loeffler discussed uses within the table that would require a special permit. Councilor Loeffler asked the Town Board to review the tables and provide any feedback.

Attorney Frateschi stated that the proposed table could be added to the town code book. Attorney Frateschi stated that the proposed amendments have to be put into a local law format and that must be sent to board members via email 10 days prior to passage.

Attorney Frateschi asked if the proposed amendments to the commercial zoning classifications takes away or eliminates any uses?

Councilor Bollinger stated that most of the districts have very few parcels that would be impacted and the proposed amendments only add uses.

Discussion ensued regarding how existing uses would be grandfathered if the proposed amendments are adopted.

Councilor Loeffler stated that the next step in this process would be to consider applying the same type of analysis to the residential section of the town code.

Discussion ensued regarding setback requirements and lot size requirements.

Attorney Frateschi asked if the committee had determined where the new proposed commercial zoning classification would be located? Councilor Loeffler stated that the committee had some ideas for locations, but this zoning classification would be applied only if there was an application from a landowner.

The Town Board decided to review the chart as presented, set a date for a public hearing to consider a draft local law that will be submitted via email and further discuss the proposed amendments.

Councilor Loeffler made a motion, seconded by Councilor Bollinger, to set the date for a public hearing for December 11, 2019 to consider a proposed Local Law to change the Zoning Code for Commercial Zoning Classification.

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

Nayes: 0 All in Favor. Motion Carries.

Councilor Green thanked Councilor Marzola, Councilor Loeffler and the department heads for their work on the budget.

Councilor Bollinger stated that the Town is making progress on the Salt Springs Water District. Councilor Bollinger stated that the Town has received notice of funding and is working with the Town of Sullivan.

Supervisor Theobald stated that he has reached out to the Town of Sullivan and is waiting to hear back regarding his letter.

G) Supervisor

Supervisor Theobald presented information on the position of Veterans Outreach Coordinator that municipalities in Onondaga County have as a paid position. Supervisor Theobald stated he will be presenting more information on this position and he would like the Town to consider adding this position in the future.

There being no further business to come before the Board, upon motion duly made by Councilor Loeffler and seconded by Councilor Green the Board voted unanimously to adjourn regular session at 8:01 PM to enter executive session to discuss a collective bargaining agreement.

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

EXECUTIVE SESSION MEETING MINUTES
Executive Session
November 20, 2019

Upon motion duly made by Councilor Green and seconded by Councilor Loeffler, the Board unanimously agreed to close Executive Session and re-enter Regular Session.

The Town Board Re-entered Regular Session at 8:34 p.m.

There being no further business to come before the Board, upon motion duly made by Councilor Loeffler and seconded by Councilor Green, the Board unanimously voted to adjourn the Regular Session at 8:34 p.m.

Submitted by:
Ann Oot
Town Manager