

MINUTES
TOWN BOARD
April 22, 2020

The Town of Manlius Town Board assembled virtually on Zoom and broadcast live on Facebook, with Supervisor Edmond Theobald presiding and the following Board members present:

Karen Green, Councilor
Sara Bollinger, Councilor
Elaine Denton, Councilor
John Deer, Councilor
Heather Waters, Councilor
Katelyn M. Kriesel, Councilor

The following Town Officers were present:

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
Randy Capriotti, Director of Codes	

Other persons attending: Christian Danaher, Scott Freeman, Scott Dumas

The Pledge of Allegiance

The Town Board recited the Pledge of Allegiance. Supervisor Theobald, called the meeting to order at 6:30 pm.

Approval of Minutes – March 25, 2020

Councilor Green made a motion, seconded by Councilor Bollinger, to approve the minutes of March 25, 2020 as submitted by Town Clerk Weber.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

Approval of Abstract # 8

Councilor Bollinger made a motion, seconded by Councilor Green, to approve Abstract # 8 as submitted by Town Clerk Weber.

TOWN OF MANLIUS		
Fund Summary		
Abstract # 8 - 2020		
<u>CODE</u>	<u>FUND</u>	<u>TOTALS</u>
A	General Fund Townwide	\$ 17,914.07
CM1	Police Trust	\$ 381.28
DA	Highway Fund Townwide	\$ 5,745.29
DB	Highway Fund Town	\$ 3,336.92
SR1	Manlius Trash District	\$ 102,493.16
SR2	Manlius Res Brush District	\$ 11,672.50
SS1	Manlius Con Sewer District	\$ 467.39

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

Earth Day Proclamation – 50th Anniversary

Supervisor Theobald read a proclamation celebrating the town’s 50th year participation in Earth Day. The Town Board discussed the many ways that Earth Day is being celebrated this year in a safe way and adhering to the social distancing guidelines.

Public Hearing – Proposed Local Law – Stop Signs on Quarterhorse Run, Strawmount Trail & Harness Hook Lane

Superintendent Cushing discussed the process for evaluating whether or not an intersection requires a stop sign for safety reasons. Highway Superintendent Cushing stated that when a new subdivision has been completed the Town will review the signage in the neighborhood. After the inspection, it was determined that there are three unprotected intersections in the Megnin Farms Neighborhood and those intersections should have stop signs.

Councilor Bollinger made a motion, seconded by Councilor Green, to waive the reading of the public notice in the matter of the proposed local law for Stop Signs on Quarterhorse Run, Strawmount Trail & Harness Hook Lane.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

Councilor Deer and Town Clerk Weber outlined the Virtual Public Hearing process and the notification process used for the virtual public hearing.

Councilor Kriesel made a motion, seconded by Councilor Waters, to open the public hearing at 6:36 PM in the matter of the proposed local law for Stop Signs on Quarterhorse Run, Strawmount Trail & Harness Hook Lane.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

Councilor Bollinger made a motion, seconded by Councilor Kriesel, to adjourn the public hearing at in the matter of the proposed local law for Stop Signs on Quarterhorse Run, Strawmount Trail & Harness Hook Lane until May 13, 2020 at 6:35 PM.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

Initial Presentation – Zone Change Request – 5538 North Burdick St. (tax map # 086.-02-07.1) – RA (Restricted Agricultural) to RM (Residential Multiple Use).

Scott Dumas, Applicant, gave an overview of the proposed project for 5538 North Burdick St.

Mr. Dumas stated this project is being requested by a group of local young doctors who would like to grow their medical practice. The land is currently under contract pending town approvals. Mr. Dumas stated that the applicants would like to open the new building in May of 2021.

Christian Danaher, Attorney with Hancock Estabrook, gave a virtual tour of the lot and setting on N. Burdick St. in relation to the neighborhood. Mr. Danaher described the different zoning classifications in the area and how the proposed doctor's office would fit in the area with an RM zoning classification.

Scott Freeman, Kepling Freeman Associates, Landscape Architect gave an overview of the proposed site plan.

- With the parking lot between the road and the building with planting by the road.
- The building will be a 10,000 square foot single story building with mechanicals in the lower level.
- The county has given a preliminary approval for the location of the driveway.
- Proposed parking would provide 98 spaces.
- No variances would be needed as they are within the setbacks.
- Lighting would be dark sky compliant.
- Stormwater drainage detention basin will be an infiltration basin. Which means during a storm the water will drain away into the soil.
- Sanitation will be a forced main up to the property limits with a manhole.
- Gas and Electric are available in the right-of-way. Public water is also available at the street.
- Are considering a monument sign.
- Will be adding green in the front and keeping the existing natural green next to the canal.

Supervisor Theobald asked what would be done with the existing houses that are currently on the property. Mr. Freeman answered that both all existing structures would be taken down.

Councilor Denton asked about the property next door and there are multiple zoning classifications including RM.

Attorney Frateschi discussed previous zone changes.

Councilor Kriesel asked if the developer could investigate working with Village of Fayetteville for walking trails and nature paths that may be near this property.

Councilor Bollinger made a motion, seconded by Councilor Kriesel, to refer the zone change application for 5538 North Burdick St. (tax map # 086.-02-07.1) to the Town of Manlius Planning Board for its recommendation.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

RFP for Engineering Services for Salt Springs Water District

Attorney Frateschi stated that a Request For Proposal for Engineering Services for the Salt Springs Water District was sent out a few weeks ago. The Town has received a few proposals Attorney Frateschi asked that the proposals be discussed in executive session, as it might lead to the appointment of a person or corporation on behalf of the town to do some work.

Emergency Paid Sick Leave Policy – Expiring April 30, 2020

Attorney Frateschi discussed the Governor's Executive Order for reduction in staff for non-essential workers. The town has allowed both part-time and full-time employees to work from home if they are non-essential and do not need to be at town hall. The town board has agreed to pay them while they are at home through the end of April. At this time, the Governor has extended the deadline for non-essential workers until May 15th.

Attorney Frateschi stated that the Town Board will need to make a motion to extend the emergency paid sick leave policy until May 15th if that is what they choose to do.

Supervisor Theobald asked if the County Executive gave a go back to work order earlier than May 15th would that override the Governor's order.

Attorney Frateschi stated no, the County Executive would not override the Governor.

Councilor Denton asked if the proposed resolution was an extension of the policy the Board adopted last month.

Attorney Frateschi stated yes it would be an extension of the policy and the Town Board would remove the local emergency declaration because there is no need to continue that.

Councilor Bollinger proposed that the Town Board amend the proposed emergency paid sick leave policy to expire on May 15th that the Governor in conjunction with the Governor's new order.

Councilor Bollinger made a motion, seconded by Councilor Waters, to adopt the amended emergency leave policy COVID-19 dated April 22, 2020 to make the effective date through May 15, 2020 and with that amendment move for approval.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

Climate Smart Community Pledge – Resolution

Councilor Kriesel reviewed work done by Councilor Bollinger, Councilor Waters, and herself to celebrate Earth Day as well as the Sustainability Committee.

Councilor Waters acknowledged some of the sustainability champions in the Town of Manlius.

Councilor Kriesel explained that the Climate Smart Community Pledge is through the DEC and this would allow the town to take concrete steps to becoming a more environmentally sustainable. There are seven

pledges to take with different elements to each one. The first step is to Adopt the Climate Smart Community Pledge. Develop a climate action plan to include these 10 elements:

- 1) Build a climate-smart community.
- 2) Inventory emissions, set goals, and plan for climate action.
- 3) Decrease energy use.
- 4) Shift to clean, renewable energy.
- 5) Use climate-smart materials management.
- 6) Implement climate-smart land use.
- 7) Enhance community resilience to climate change.
- 8) Support a green innovation economy.
- 9) Inform and inspire the public.
- 10) Engage in an evolving process of climate action.

Councilor Kriesel made a motion, seconded by Councilor Denton, to adopt the Climate Smart Community Pledge Resolution as presented.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nayes: 0

All in Favor.

Motion Carries.

Correspondence/New Business

A) Highway Superintendent - No new business

B) Planning & Development

Code Director Capriotti stated he has received calls from contractors asking when they can start work again and inspections on legal projects are continuing. There is one project located at 510 Towne Center that is considered essential by the Governor's office, for Upstate Medical and will move forward next week.

Town Engineer Miller stated that the annual landfill report had been submitted electronically to the DEC. Town Engineer Miller stated that work on the annual MS4 report should be completed next week. Engineer Miller stated that they are looking at CFA (Consolidated Funding Application) opportunities.

C) Attorney – No New Business

D) Town Clerk – No New Business

E) Police Chief

Police Chief Crowell reported the following:

- Police Officers in the Town of Manlius are all healthy and doing well.
- Continuing conversation with law enforcement partners and associates with county health, offices of emergency management.
- Would like to thank the community for their tremendous support received with words of encouragement and donations like hand sanitizer, masks etc.

Councilor Green asked Chief Crowell if the department needed any PPE supplies. Chief Crowell responded not at this time due to the support of the Office of Emergency Management.

F) Town Manager

Town Manager Oot stated that planning has started on a reopening strategy for Town Hall called response, return and reinvention. Town Manager Oot stated she has a sample resolution to recognize public servants during Public Service week May 3 to May 9 at the next meeting.

G) Town Board

Councilor Waters requested that a presentation of the Muirfield Road Drainage Study be presented at an upcoming board meeting.

Councilor Kriesel attended a Stretch Energy Code meeting for construction and will have more on this at an upcoming meeting, with the support of Code Officer Capriotti.

Councilor Bollinger attended a zoning training presented by the S.U. School of Law. Spoke of the resources for people that are struggling during this time:

- F-M food pantry
- Meals on Wheels
- Heavens Pantry, Minoa now open twice a month.
- Manlius Senior Center is doing drive by lunches.

Councilor Green stated the recreation department is hoping to start up some spring and summer programs, please check on their Facebook page.

H) Supervisor

Supervisor Theobald stated he has heard from business that are having problems with DOL and he has reached out to Assemblyman Stripes office and they have been very responsive. Supervisor Theobald gave a current report on the COVID-19 cases in the Town of Manlius.

There being no further business to come before the Board, upon motion duly made by Councilor Bollinger and seconded by Councilor Kriesel the Board voted unanimously to adjourn regular session at 8:33 PM to enter executive session to discuss RFP for Engineering Services for Salt Springs Water District.

Ayes: Supervisor Theobald, Councilor Green, Councilor Bollinger, Councilor Denton, Councilor Deer, Councilor Waters, Councilor Kriesel

Nays: 0

All in Favor.

Motion Carries.

Respectfully Submitted by:

Allison A. Weber
Town Clerk

EXECUTIVE SESSION MEETING MINUTES

Executive Session

April 22, 2020

There being no further business to come before the Board, upon motion duly made by Councilor Bollinger and seconded by Councilor Kriesel, the Board unanimously voted to adjourn the executive session at 9:13 PM.

The Town Board Re-entered Regular Session at 9:13 p.m.

Upon motion duly made by Councilor Green and seconded by Councilor Kriesel, the Board unanimously agreed to adjourn at 9:14 PM.

Submitted by:
Town Manager
Ann Oot

Draft