





**Employee Assistance Program Renewal Agreement**

Town Manager Oot stated that the renewal agreement is the same as the previous agreement and the price has not increased. Town Manager Oot stated that the employees of the Town utilize the services often.

Discussion ensued regarding what services the EAP program provides for town employees.

Councilor Green made a motion, seconded by Councilor Rossetti, to renew the Employee Assistance Program (EAP) with ESI from July 1, 2019 to June 30, 2020.

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

Nays: 0

All in Favor.

Motion Carries.

**Special Permit Application – Dog Grooming – 8317 Manlius Cazenovia Rd. (tax map # 117.-01-03.0)**

Robert Eggleston, Architect, presented the application for a special permit to construct a 30' X 40' building with 460 square feet for small dog grooming and an additional 740 square feet will be used for personal dog training. Mr. Eggleston stated that the services will only be for 5-6 small dogs per day. Mr. Eggleston stated that the parcel does have a residence on it and it would have a shared driveway.

Councilor Green asked if the residence and the business would be on a septic system. Mr. Eggleston stated that it would be on septic.

Councilor Loeffler asked that the special permit include language that limits the number of dogs to be groomed to 5-6 per day.

Supervisor Theobald stated that he visited the proposed site and the site is located in an area that is not densely populated.

Councilor Marzola asked if this proposed use was defined as a kennel? Attorney Frateschi stated that this proposal is not for a kennel, but the definition of a kennel is the closest type of use that fits in the town code. Attorney Frateschi stated that Director Capriotti has reviewed the proposal and found this proposed use (grooming) to be less intense than a kennel.

Councilor Marzola asked if there are any specific stormwater runoff requirements? Attorney Frateschi stated that the size of the building is so small that there is less than an acre that will be disturbed and therefore no additional requirements.

**SEQRA**

**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 Board agreed that there would be no significant environmental impact by issuing the Special Permit based on the reasons set forth in the Resolution drafted by the Attorney for the Town.

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 Town of Manlius lead agency for SEQR purposes in the matter of the application by Linda Jones for a Special Permit application for a 30' X 40' dog grooming building located at 8317 Manlius Cazenovia Rd.

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, to declare in the matter of the application by Linda Jones for a Special Permit application for a 30' X 40' dog grooming building located at 8317 Manlius Cazenovia Rd. 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.

Councilor Rossetti made a motion, seconded by Councilor Loeffler issue a negative declaration for SEQR purposes in the matter of the Linda Jones, Special Permit application for a 30' X 40' dog grooming building located at 8317 Manlius Cazenovia Rd.

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 Loeffler, to refer the in the matter of the application by Linda Jones for a Special Permit application for a 30' X 40' dog grooming building located at 8317 Manlius Cazenovia Rd to the Town of Manlius Planning Board for its recommendation on the special permit.

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

Nays: 0 All in Favor. Motion Carries.

Councilor Rossetti made a motion, seconded by Councilor Marzola, to set a date for a public hearing on July 24, 2019 at 6:35 PM in the matter of the application by Linda Jones for a Special Permit application for a 30' X 40' dog grooming building located at 8317 Manlius Cazenovia Rd.

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

Nays: 0 All in Favor. Motion Carries.

Discussion ensued amongst the town board regarding the notification of parcels within a certain number of feet of the proposal.

Attorney Frateschi stated that 500 ft notification radius is the state standard to notify nearby parcels of a public hearing. Attorney Frateschi stated that the Town Code states that the notification radius is 500 ft.

The Town Board directed the Town Clerk to generate a notification list using a 500 ft radius per the town code.

### **Bus Lease Agreement between Town of Manlius & F-M School District**

Councilor Green made a motion, seconded by Councilor Bollinger, to authorize the Town of Manlius Recreation Department to enter into an agreement with the Fayetteville-Manlius Central School District to lease a sixty-passenger school bus from July 7, 2019 to August 19, 2019 plus an additional bus for August 5 & 6, 2019, for the summer recreation program.

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

Discussion: Councilor Rossetti stated that he found two minor issues with the contract that he wanted to amend for next year's contract.

- Add the language to #4 to state that "the Town will pay any and all expenses incurred in operation of the bus excluding repairs to the bus"
- # 8 Change the word define to defend.

Nays: 0 All in Favor. Motion Carries.

### **Correspondence/New Business**

#### **A) Highway Superintendent**

Highway Superintendent Cushing stated that the State Legislator has restored 65 million dollars in winter recovery money to the budget.

B) Planning & Development

Town Clerk Weber gave an update on the properties that the Town has mowed, after tall grass violations have been issued and proper notification have been made.

C) Attorney

Attorney Frateschi stated that he has spoken with a representative regarding Verizon's concerns about the small cell local law that the Town passed. Attorney Frateschi stated that Verizon expressed concern that the right of way permit fees might be too expensive, and the permit deadline is too short.

Attorney Frateschi stated that the Board could review those fees but the fee for the use of Town poles is probably not an issue since the Town does not own many poles or lights. Highway Superintendent Cushing confirmed this was the case and said most of the poles have been turned over to National Grid.

Attorney Frateschi stated that the Town should extend the length of the permits past the current 90-day requirement.

Verizon has no plans to install any microcells in 2019 and the Town Board tabled the matter for further review. Town Board members will be submitting any changes they have for the ordinance for review.

D) Town Clerk

Town Clerk Weber discussed the peddler permit process in the Town of Manlius. Town clerk Weber stated that the Town has received many complaints this year and in years past about peddlers/ solicitors and their behavior while selling goods door to door in the community. Town Clerk Weber stated that she has reviewed the ordinances in similar communities and would like to propose some changes to the current town ordinances that were passed in the early 90's.

Town Clerk Weber stated that she would like to update the website to give citizens the ability to file complaints about peddlers, to know who is authorized to go door to door in the community and amend the application to gather more information from the parent company. Town Clerk Weber stated that she would like the police department to have a part in the approval process and to distribute the permits once they have been completed by the Town Clerk's Office. The proposal also includes a schedule provided by the peddler/solicitor as to when they will be canvassing neighborhoods.

Chief Crowell stated that criminal activity has occurred in the past in other communities due to peddler/ solicitor permits. Chief Crowell stated the department expends resources investigating complaints and trying to confirm the validity of peddler/solicitor permits.

Town Clerk Weber stated that not-for-profit organizations and political organizations are exempt from regulations in the town code but those organizations should still register with the Town Clerk per the town code.

The Town Board discussed the current town peddler/solicitor ordinances and the peddler/solicitor ordinances in the Villages. Discussion ensued regarding the potential liability issues or appearance of liability, if the police department issued approvals for peddler solicitor permits.

The Town Board tabled the matter for further review and draft legislation.

#### E) Police Chief

Chief Crowell gave the following report:

- The expense reports for the various community events, such as the Memorial Day Parades and the Minoa Field Days, have been completed. Discussion ensued regarding the type of protection and service the police department offers during community events.
- The Fayetteville Manlius School District met with potential SIRO (School Information Resource Officer) candidates.
- The department has scheduled the fall citizens police academy.
- The department continues to adapt to the new legislative changes that have been passed in Albany.

#### F) Town Board

Councilor Bollinger stated that she attended the I-81 viaduct information meeting that was held downtown. Councilor Bollinger stated that there was more detailed information presented and the report indicates that there is no impact on commuting time no matter which scenario is implemented.

Supervisor Theobald stated that he received an email from the Town of Salina that the Salina Town Board passed a resolution stating what scenario the Town of Salina supports for the I-81 project.

Councilor Bollinger stated that there are plans for abatement and the Town of Manlius could request money for abatement to make improvements to town roads.

Councilor Rossetti stated that he attended the Police Department Open House. Councilor Rossetti stated that the Town of Manlius has a great command staff and great police officers.

#### G) Supervisor – Now New Business

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

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

Nays: 0

All in favor.

Motion Carries.

Respectfully Submitted by:

Allison A. Weber  
Town Clerk