

Sennett Town Board Regular Monthly Meeting October 16, 2025

Minutes of the Town of Sennett Town Board Meeting Held on Thursday, October 16, 2025, at 6:00 PM at the Sennett Town Office Building.

Members Present: Thomas Blair, Supervisor
Michael Wellauer, Councilman
James Vivenzio, Councilman
Edward Rizzo, Councilman
Kristopher LaPointe, Councilman

Also Present: Kris LaPointe, Water & Sewer Superintendent
Harold Gilfus, Code Enforcement Officer
Kathleen Salisbury, Town Clerk
Brandon La Sagna, Highway Superintendent
Shaun Logue, MRB
Kathy Gray, Sennett Seniors

Residents: Bill Feocco, Kate Sholar, Tom Gray, Jason Green,

Others: Sennett Seniors - Russ & Laura Harkins, JoMarie Joly, JoAnn Richards
Herb Marshall from CCWSA, John LaGorga from MRB

Remotely: Shaun Logue, MRB

Pledge of Allegiance

The Pledge of Allegiance was led by the Board.

Roll Call

Town Clerk conducted roll call. Present were: Councilman Vivenzio, Councilman Rizzo, Councilman Wellauer, Councilman LaPointe, and Supervisor Blair.

Approval of Minutes

The minutes from the September 18, 2025 meeting were presented for approval.

Motion to approve the minutes as presented was made by Councilman LaPointe and seconded by Councilman Wellauer. Motion carried unanimously.

Public Hearing(s) - Subdivision Regulations Amendment 2025

Supervisor Blair thanked the Planning Board, particularly Chairman Edmunds, for working with Mr. Logue from MRB Group on updating the subdivision regulations. He noted the regulations had been outdated and have now been polished up to address water concerns. A major change requires that for subdivisions of 4 lots or more, the subdivider must find public water and bring it to the project instead of potentially adversely impacting nearby wells.

Motion to open the public hearing on Local Law B of 2025 regarding subdivision regulations was made by Councilman Vivenzio and seconded by Councilman LaPointe. Motion carried unanimously.

Mr. Logue thanked everyone for their participation in developing the regulations and acknowledged the work of Attorney Giacona. Supervisor Blair noted that the draft had been available for several months with recent tweaks regarding public water requirements for major subdivisions and the creation of a recreation fund. Developers with major subdivisions will be required to contribute to a recreation fund administered by the town board for projects benefiting the entire town.

With no public comments, the hearing was closed.

Motion to close the public hearing was made by Councilman LaPointe and seconded by Councilman Rizzo. Motion carried unanimously.

Scheduled Speakers

CCSWA

Representatives from the Cayuga County Sewer and Water Authority presented information about the North Street water project. Mr. Herb Marshall, member of the authority, and John, employed by MRB as a consultant for the authority, explained the project would create a new water main from the northern border of Auburn up Route 34 to Turnpike Road.

The primary purpose is to create a loop in the water system for redundancy purposes, as water currently only runs up Route 38 with a single pathway. Additional benefits include providing water service for Route 34 development and addressing issues with houses just north of the city that are informally connected to Auburn's water system.

The estimated construction cost is \$1,600,000, with approximately \$600,000 in grant funding available through the Northern Border Commission. The capital cost would be borne by the authority and spread across the water district, with no capital debt service charged to Town of Sennett residents. Residents would only pay an annual water usage charge, and those connecting during construction would have no connection fee, while later connections would pay the standard \$1,500 fee.

Mr. Marshall emphasized that the project is particularly important because of water main breaks experienced just outside the city by the steel mill which have shut off water to their entire district. Creating this loop would allow them to bypass that area and continue furnishing water to several towns.

Supervisor Blair suggested scheduling a meeting with the county authority and the town's water master plan team to coordinate efforts and requested a diagram showing the proposed loop and boundaries.

MRB - Engineering Items

Shaun Logue from MRB Group attended to discuss the subdivision regulations. The SEQR process was completed, with the town board designated as lead agency, and the project was referred to the County 239 committee. Mr. Logue provided fee schedules from Canandaigua and Bedford for comparison purposes for the town's recreation fund fees.

Supervisor Blair provided updates on other engineering items:

- WIIA grant for Water District 8 will not be announced until December at the earliest
- Wholesale water agreement meetings continue with the city of Auburn
- GIS mapping for water district 6 and part of district 2 will be conducted in late October or early November
- Park grants - the town can apply for another SAM grant next year
- Water and sewer master plan needs to move forward with grant writing for infrastructure replacements

The town board voted to approve the subdivision regulations local law.

Motion to enact proposed Local Law B of 2025 as Local Law Number 2 of 2025 was made by Councilman LaPointe and seconded by Councilman Vivenzio. Motion carried unanimously.

Kathy Gray - Sennett Seniors

Kathy Gray presented information about the Sennett Seniors, which began in 1982. She has been leading the group for almost 15 years. She provided a packet of information to board members, including:

- A promotional piece with photos of the playground that was well-received at the senior fair
- A recent newsletter featuring their new logo designed by Laura Harkins
- Information about their monthly luncheons held April through December at the Welch Allyn Lodge in Skaneateles

Mrs. Gray detailed activities including speakers on various topics (blindness awareness, equine therapy, stroke prevention, and scam prevention), 50/50 raffles (with half the proceeds going to non-profit organizations), book exchanges, trips, and fundraising events. She noted they have 124 members, with 51 from the Town of Sennett.

Financial considerations include:

- Annual dues of \$20 (\$10 for veterans and those over 90)
- Luncheon costs increasing from \$20 to \$23 per person
- The 2025 town budget provided \$5,000 used for bus trips

Mrs. Gray expressed concern about the rising costs and asked for continued town support. Supervisor Blair noted that the preliminary budget already included an increase, bringing their budget to \$7,000 for the coming year.

Public Be Heard

No one from the public requested to speak.

Department Reports

Attorney

Supervisor Blair reported in the attorney's absence that they are still waiting for final certificates of need to complete the ambulance district analysis. Water District 8 information was submitted to the controller but no letter of deficiencies has been received yet.

The board discussed compliance with Federal Motor Carrier Act requirements regarding drug and alcohol testing for CDL drivers. The town is required to conduct limited queries on all CDL drivers annually to check for violations.

Motion to approve renewal of the Cayuga Drug and Alcohol Testing contract for drug testing services with the additional \$300 for clearinghouse queries was made by Councilman LaPointe and seconded by Councilman Vivenzio. Roll call vote: All in favor.

Bookkeeper

No report as the bookkeeper was not present, continuing to work on budgets and AUDs.

Planning Board

Councilman Rizzo reported the planning board did not have a meeting this month. There was discussion about a query from a Honda dealership about possible tax incentives, which was referred to the town board. It was determined the town cannot offer tax relief as there is no town tax.

Codes/Fire Marshall

Mr. Gilfus reported issuing 7 building permits in September, bringing the year-to-date total to 54, plus 1 permit renewal. He had 10 inquiries and issued 2 certificates of occupancy. Fees assessed totaled \$480, with a project value of \$182,900. He conducted 2 fire safety inspections and completed 1 additional online training.

Mr. Gilfus provided updates on ongoing projects including the old Honda dealership becoming Subaru, the new Honda building, and the new Pizza Hut construction.

Zoning Enforcement Officer

Councilman Wellauer reported on behalf of Mr. Vevone that he had addressed various zoning issues including flag lot regulations for a Center Street subdivision, expansion of a nonconforming use on Grant Ave Road, complaints about a business on Healy Road, property line issues on Weedsport-Sennett Road, questions about billboard replacements, and possible retail development on Grant Ave Road.

Assessor

Councilman LaPointe reported that the assessor had corrected special district information on several tax parcels in water districts 1 and 3, entered building permits in the RPS system, and reviewed and prepared property tax exemption renewal forms.

Fire Department

Deputy Chief La Sagna reported 52 calls in September, including 1 structure fire in the Warners/Memphis fire district and a couple of false alarms that were reported to code enforcement. He announced that the Turkey Raffle would be held November 14 and noted that membership numbers are down, as they are for all volunteer departments. He encouraged recruitment of new members. Annual call volume is expected to reach 650-700 calls this year.

Highway Department

Mr. La Sagna reported the department was preparing for snow season, fixing signs and delineator posts, and cutting brush back from signs. Paving for Cherry Street will be done in the spring by Midland, who has committed to maintaining the same price despite the delay. The department installed a driveway on County Line Road, performed drainage work on Wegman Street and ditch work on Swamp Road, and picked up brush.

There was discussion about the issue of residents placing brush and debris in roadways. The board agreed to include information in the newsletter about the requirements and consequences for improperly placed brush.

Water Department

Mr. LaPointe reported on water department activities including:

- Installing a new 6-inch flange valve at the Franklin Street pump station
- Installing a 1.5-inch water service at the new Pizza Hut (11 feet underground)
- Installing a new meter at BJ's
- Repairing a high-level alarm at Franklin Street pump station
- Reading 676 meters out of 806, with 130 left to install

Mr. LaPointe also mentioned that the county septic system inspection was completed, and he is working on obtaining quotes for a new water department van through the state contract.

There was discussion about the payroll time clock system, which has not been successful. The department heads and some board members agreed to schedule a call with the vendor to determine if the software can be made to work properly for municipal use or if the contract should be terminated.

Town Clerk

Town Clerk reported receiving \$1,629 in fees and issuing 12 DECALS, 16 dog licenses, and 10 building permits. She stated that \$821.27 went to the general fund, \$791.73 to DECALS, and \$16 to animal population control. The deputy clerk is working on scanning documents and organizing the office.

Animal Control

Councilman Vivenzio reported for September: 2 complaints, 1 dog seized, 1 dog redeemed, 1 dangerous dog impounded, and 1 lost/found match. The NYS Agriculture and Markets DCO and shelter inspections on September 17 were satisfactory.

Councilman Vivenzio also reported that he had researched animal control laws from surrounding towns to help update Sennett's laws as requested by the Animal Control Officer.

Committees

Parks Committee

Councilman Rizzo reported they are waiting for bids for the park project. The Frisbee golf course is set up with red markers, and some drainage work needs to be done. The park will be closed on October 17-18 for parking lot work.

Veteran Affairs

Supervisor Blair advised that a ribbon cutting ceremony for Memorial Park is scheduled for Thursday, October 23 at 10:00 AM.

Historian

Councilman Vivenzio reported that the owner of the property that was formerly the first blacksmith's shop brought in historical photos, which he is working to digitize.

Old Business

Town Records Project

Town Clerk Kate reported \$37,000 had been paid out of the grant funds. Supervisor Blair mentioned that MRB Group suggested applying for another grant to continue the digitization project, as they had not yet completed the codes office documents.

E-Code 360 Codification Project

The town is waiting to hear back from E-Code 360 on next steps after providing them with all town laws.

Vehicle and Traffic Safety Signs

The board discussed the renewal of cloud services for two radar speed signs which expires November 1. The service costs \$400 per sign per year and provides data storage and reporting capabilities.

Motion to renew the cloud services for two radar signs for a three-year period at a cost of \$2,400 was made by Councilman LaPointe and seconded by Councilman Vivenzio. Roll call vote: All in favor.

Motion to permanently install a radar sign on Weedsport-Sennett Road at a location to be determined by Mr. La Sagna was made by Supervisor Blair and seconded by Councilman Wellauer. Motion carried unanimously.

Town Clerk Kate reported that 15% of water customers are using the online payment system, with usage varying by district from 8% to 35%. For the first three quarters, \$31,755.20 was processed through online payments. She suggested including information about the payment option in the town newsletter.

AED Purchases/Replacements

Mr. Green reported that he will have the doctor sign for AED certification by next week.

New Business

250th Celebration Planning for 2026

Supervisor Blair mentioned that Councilman Vivenzio is putting together a committee for the 250th celebration and suggested working with Kathy Gray and the Sennett Seniors.

200th Town Celebration Planning for 2027

There was also discussion about getting new welcome signs for the town as part of the celebration.

Supervisor Correspondence/Report

Supervisor Blair reported that the Court of Appeals confirmed even year elections and provided information to board members.

Payment of Monthly Bills

*Motion to pay the monthly bills was made by Councilman Vivenzio and seconded by Councilman Rizzo.
Roll call vote: All in favor.*

Adjournment

Motion to adjourn was made by Councilman Wellauer and seconded by Councilman Rizzo. Motion carried unanimously. 7:40 p.m.

Next regular meeting: December 18, 2025

Respectfully submitted,

[Kathleen Salisbury](#), Town Clerk
Town of Sennett

DRAFT