

# SHORT

## Sennett Town Board Regular Monthly Meeting July 17, 2025

Minutes of the Town of Sennett Town Board Meeting Held on Thursday, July 17, 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

Excused: Kristopher LaPointe, Councilman

Also Present: Cheri Major, Bookkeeper  
Harold Gilfus, Code Enforcement Officer  
Kathleen Salisbury, Town Clerk

Residents: Ed Magdziak, Amy Rose

Remotely: Greg Hotaling, MRB  
Dave Gardner, Tom Gray, JJ

### **Call to Order**

Supervisor Blair welcomed everyone to the July Town Board meeting for the Town of Sennett. The meeting was called to order at 6:00 PM on Thursday, July 17, 2025, at the Sennett Town Hall.

### **Pledge of Allegiance**

The board and attendees recited the Pledge of Allegiance to the flag of the United States. Following the pledge, Supervisor Blair offered an invocation, praying for wisdom and guidance in conducting the town's affairs, asking for blessings upon the residents, and protection for those serving in the United States military and first responders.

### **Roll Call**

Town Clerk Kate conducted the roll call:

- Councilman Vivencio: Present
- Councilman Wellauer: Present
- Councilman Rizzo: Here
- Supervisor Blair: Present
- Councilman LaPointe: Excused

### **Approval of Minutes**

The June 19, 2025 draft minutes were reviewed by the Board.

*Motion to approve the minutes made by Mr. Wellauer, seconded by Mr. Rizzo. All in favor. Motion carried.*

### **Public Hearing(s) - Subdivision Regulations Amendment 2025**

*Motion to open the public hearing made by Mr. Wellauer, seconded by Mr. Rizzo. All in favor.*

The Board opened a public hearing on Local Law B of 2025 regarding subdivision regulations. The new regulations were developed by MRB Group with the Planning Board to address water supply issues, emphasizing that subdivisions must provide public water. The draft law has been posted on the town website. No public comments were received during the initial hearing.

The Board decided to continue the hearing until the August 21 meeting to allow further review. Council members were asked to prepare comments and consider a work session in mid-August to finalize the document before the next meeting.

*Motion to continue the public hearing to August 21, 2025 made by Mr. Rizzo, seconded by Mr. Wellauer. All in favor.*

### **Scheduled Speakers**

#### **MRB - Engineering Items**

Mr. Hotaling from MRB Group provided updates on multiple projects:

**Water District 8:** The district formation process has progressed to the point where the town attorney is preparing submission to the state comptroller. MRB has provided all necessary information, and a WIIA grant application is being prepared for September submission.

**GIS Mapping:** Approximately 100 data points were collected in one day, with credit given to Kris for excellent preparation work. The team is awaiting the next section of road to be marked for continued data collection.

**Infrastructure Studies:** MRB is prepared to submit a proposal for a water master plan and is ready to workshop this with town representatives.

**Wholesale Water Agreement:** GHD is progressing with this project, and MRB has provided all requested information.

**Grant Writing:** Currently focused on the WIIA grant application.

**Subdivision Law:** The public hearing process has begun as discussed earlier.

**Park Grants:** The firm is preparing for next year's CFA application with plans to gather more public input, possibly through a survey.

Mr. Hotaling also noted that while the Northern Borders Regional Council grant application was unsuccessful, MRB successfully secured funding for other communities and will attempt again next year.

## **Public Be Heard**

*Motion to open Public Be Heard made by Councilman Rizzo, seconded by Councilman Vivenzio at 6:12 pm. All in favor. Motion carried.*

Supervisor Blair invited anyone wishing to speak about any topic germane to the Town of Sennett to raise their hand or signal if joining remotely. No speakers came forward during the Public Be Heard portion of the meeting.

*Motion to close Public Be Heard made by Councilman Rizzo, seconded by Councilman Wellauer at 6:13 pm. All in favor. Motion carried.*

## **Department Reports**

### **Attorney**

The attorney was excused from the meeting. The Board reviewed a resolution authorizing the supervisor to make application to the New York State Comptroller for approval to establish Water District 8.

*Motion to approve the resolution as amended (removing reference to "White Law Water District" and correcting to "Water District 8") made by Mr. Wellauer, seconded by Mr. Rizzo. All in favor. Motion carried.*

The Supervisor noted that the attorney is researching the possibility of implementing a park and recreation fee for new subdivisions, which could provide funding for the town park.

### **Bookkeeper**

Ms. Cheri reported that interest rates have remained stable. She is working on the quarterly report for the USDA loan and is preparing to close out the capital project when July closes. She also reported that the 2023 audit for April project is in progress.

Discussion was held regarding the time/benefits system implementation. The system currently faces challenges with coding for highway department needs. A meeting will be scheduled with HROne and town representatives to resolve issues or make a final determination on whether to proceed with the system.

### **Planning Board**

Mr. Rizzo reported that the Planning Board is reviewing one large subdivision with a flag lot for Grant Perry and an application for the Vitale Ready Mix batch plant. The batch plant project will undergo modernization, replacing equipment from the 1960s. It requires a SEQR review but is essentially upgrading existing facilities.

### **Codes/Fire Marshall**

Mr. Gilfus reported 14 building permits issued in June, with 31 total for the year. He conducted 20 inquiries, 6 certificates of compliance, 1 fire safety inspection, and 25 inspections for building permits. Honda is nearing completion with a target of the first week in September. Pizza Hut's building permit has been issued to the contractor, but the owner still has outstanding items to address.

### **Zoning Enforcement Officer**

Mr. Vevone's report included inquiries about storage units with a rail spur, car repair on Mutton Hill Road, fence regulations, setback questions, a better access road, plans for a medical complex in the plaza, Airbnb regulations, auto repair business expansion, and short-term rental questions.

### **Fire Department**

For June 2025, the department responded to 55 alarms, bringing the year-to-date total to 340. There were 253 responders for the month (1,574 year-to-date). By incident type: 1 fire, 35 EMS incidents, 2 service calls, 13 good intent calls, 4 false alarms, 2 mutual aid provided, and 27 mutual aid received. One concern was reported to code enforcement regarding an alarm system malfunction on County House Road.

## **Highway Department**

Mr. La Sagna was absent but provided a report stating that chip sealing was completed on Carrier Court, Swamp Road, and Parcel Road. Milling was done on Parkwood, Foxcroft, and South Hunter, with paving scheduled for the following Monday. The department completed brush cleanup later than normal due to road repair schedule changes. With assistance from the New York State Police, they identified and had removed illegal dumping behind the facility and installed a cable with "no dumping" signage.

## **Water Department**

Mr. LaPointe was on vacation. His report included meter readings, weed support meters, monthly samples, and addressing issues with the tank signal. He also assisted MRB with locating water service shutoff valves.

The Board discussed the need to re-advertise for the water and sewer department position and potentially offer signing bonuses due to the difficulty in finding qualified candidates.

## **Town Clerk**

Ms. Kate reported \$29,646.12 in receipts for June, which included 3 planning board application fees, dog licensing fees, and marriage license fees. The digitization project is progressing, with boxes being exchanged for scanning in approximately two weeks. E-Code 360 has completed their review of local laws.

## **Animal Control**

Mr. Vivenzio reported two complaints for the month, including a dog attack on another dog on Baker Road.

## **Committees**

**Historian:** Mr. Vivenzio reported limited office hours due to moving but has digitized the 100th town celebration document, which is now available for review.

**Parks Committee:** The HVAC system review for the park building identified the need for an air reduction unit at an additional cost of \$15,000. The dog park is now open with signage, benches, and waste stations installed. Usage has been good. Disc golf baskets have been ordered and will be installed by volunteers. The Board discussed potentially improving the current stone path to a hard surface in the future.

**Sennett Seniors:** The group held a lunch at the firehouse with approximately 88 attendees.

**Veterans Affairs Committee:** The committee met recently and discussed projects, including a potential new mural on the town building. Memorial Park is nearly complete, with only the placement of a large stone remaining.

## **Old Business**

**Town Records Project:** Digitization is in progress.

**Handbook Updates:** HROne is no longer available to assist with handbook updates. The Board will research new providers.

**E-Code 360:** Review of local laws has been completed, with a draft to be circulated to the Board.

**Town Hall Capital Needs:** Sidewalk repairs and parking lot striping need to be addressed. The Board will inspect sidewalks after the meeting.

**Town Branding & Marketing:** Plans are progressing to use dark brown paint for signposts, picnic tables, and the pavilion.

**Vehicle and Traffic Safety Signs:** Reports from the town's traffic safety signs were reviewed, showing significant numbers of speed violations. The Board agreed to post these reports on the town website and will consider locations for installing the final permanent traffic safety device.

**AED Purchases/Replacements:** Documentation for the public AED program needs to be completed and submitted.

**Employee Positions to Fill:** The water and sewer department position needs to be re-advertised, possibly with a signing bonus.

**Boards in Need of New Members:** The town still needs planning board members, alternates, and ZBA alternates. These will be advertised in the newsletter.

**Dog Park Completion:** The dog park is now open and being used regularly. The Board discussed developing rules, regulations, and a reservation system for the pavilion.

## **New Business**

**250th Celebration Planning for 2026 & 200th Township Celebration for 2027:** The Board discussed forming a committee of town residents to plan these celebrations and will advertise for volunteers in the newsletter, website, and Facebook.

## **Supervisor Correspondence/Report**

The mayor of Weedsport has contacted the town to begin renegotiating the water rate contract, which expires at the end of the year. Mr. Rizzo will join the Supervisor for negotiations.

The Supervisor reported that he has reduced attendance at Auburn wholesale water agreement meetings due to their length but remains available when specific input is needed.

## **Executive Session**

*Motion to enter executive session made by Mr. Rizzo, seconded by Mr. Wellauer. All in favor.*

The Board entered executive session to discuss contract negotiations. No action was taken during the session.

*Motion to return from executive session made by Mr. Vivenzio, seconded by Mr. Rizzo. All in favor.*

## **Payment of Monthly Bills**

*Motion to pay the monthly bills made by Mr. Vivenzio, seconded by Mr. Rizzo. Roll call vote: Mr. Vivenzio - Yes, Mr. Wellauer - Yes, Mr. Rizzo - Yes, Supervisor - Yes. Motion carried.*

## **Adjournment**

*Motion to adjourn made by Mr. Wellauer, seconded by Mr. Rizzo. All in favor.*

The next Regular Meeting will be held on August 21, 2025.