

Sennett Town Board Regular Monthly Meeting

September 18, 2025

Minutes of the Town of Sennett Town Board Meeting Held on Thursday, September 18, 2025, at 6:00 PM at the Sennett Town Office Building.

Members Present: Michael Wellauer, Councilman
Edward Rizzo, Councilman
Kristopher LaPointe, Councilman
James Vivenzio, Councilman (remotely)

Excused: Thomas Blair, Supervisor

Also Present: Cheri Major, Bookkeeper
Kris LaPointe, Water & Sewer Superintendent
Harold Gilfus, Code Enforcement Officer
Kathleen Salisbury, Town Clerk
Brandon La Sagna, Highway Superintendent
Kate Sholar, Justice

Residents: Bill Feocco, Amy Rose

Remotely: Emilio Moran, Shaun Logue, Michael Decker from MRB
Tom Gray, Jeff H., JV, 315-378-2722

Call to Order

The Sennett Town Board meeting for September 18, 2025, was called to order at 6:00 p.m.

Pledge of Allegiance

The meeting began with the Pledge of Allegiance.

Roll Call

Present: Councilman Wellauer, Councilman LaPointe, Councilman Rizzo

Excused: Supervisor Blair

Also present: Councilman Vivenzio (participating remotely, unable to vote)

Approval of Minutes

The minutes from the August 21, 2025 meeting were reviewed by the board.

Motion to accept the minutes from August 21, 2025 made by Councilman LaPointe, seconded by Councilman Wellauer. All in favor, motion carried.

Public Hearing(s) - Subdivision Regulations Amendment 2025

The public hearing for the Subdivision Regulations Amendment had been closed at the previous month's meeting. The board has 62 days to vote on the changes. The adjustments are being finalized for incorporation into law. The board agreed to table this item until next month.

Scheduled Speakers

MRB – Engineering items

Emilio from MRB provided updates on several ongoing projects:

- Subdivision Regulations - Shaun Logue has been working with both planning and town boards on updated subdivision regulations. A new draft with the changes requested has been prepared but will be addressed later.
- Local Government Records Management Improvement Fund - The digitization project is in full implementation with the town working with a selected vendor. MRB will be discussing with the town whether to reapply for this recurring grant in the coming year to continue digitizing records.
- Water District 8 - The NRCS grant was not awarded earlier in the year. MRB has applied for an earmark grant and formally submitted the WIIA grant, which is the most critical piece of funding for the project. Results are expected sometime in fall or early next year. This grant will determine if the project is viable.
- GIS Water System Mapping - Work continues with Water Superintendent Kris LaPointe. This is a long-term project to map the existing water system. With leaves falling, it's a good season to collect more survey data.
- Water Master Plan - This is dependent on the GIS mapping, which is the first phase. The plan will include recommendations for maintenance of existing infrastructure and potential expansion.
- City of Auburn Water Rate Study - No recent updates on the water rate study that multiple towns signed an MOU for.
- Ambulance District - This is in a holding pattern pending additional information from emergency services. Supervisor Blair has been spearheading coordination efforts with the emergency services providers.

Public Be Heard

Motion to open Public Be Heard made by Councilman Wellauer, seconded by Councilman LaPointe. All in favor, motion carried.

No members of the public came forward to speak.

Motion to close Public Be Heard made by Councilman LaPointe, seconded by Councilman Wellauer. All in favor, motion carried.

New Business

Assessor appointment for new term

Before moving to department reports, the board addressed the need to reappoint Jeff Lowe as assessor, as his appointment ends this month.

Motion to appoint Jeff Lowe to the position of assessor for a term beginning 10/1/25 to 9/30/31 made by Councilman LaPointe, seconded by Councilman Wellauer. Roll call vote: Councilman Wellauer - Yes, Councilman LaPointe - Yes, Councilman Rizzo - Yes. Supervisor Blair Absent. Motion carried.

Department Reports

Bookkeeper

Cheri reported that she has been working on the budget for the past month. She requested a budget adjustment in the park contractual account. Three invoices totaling \$56,798.10 (\$52,000 for fence, \$3,000 for benches, and dog waste depot) were processed, but the account was only budgeted for \$2,000. The money had been transferred from the park account to the general fund, but the accounting needed to be formalized.

Motion to credit account 7110.4 and debit account 599 for \$56,798.10 made by Councilman LaPointe, seconded by Councilman Wellauer. Roll call vote: Councilman Wellauer - Yes, Councilman LaPointe - Yes. Councilman Rizzo - Yes. Motion carried.

Cheri also provided an update on the town audits. Two of them have been completed, with half of the next one in process. Once complete, they will be up to 2022.

Planning Board

Councilman Rizzo reported that the Planning Board approved a use change for a business on Mutton Hill Road. The property, which used to sell bread, will now be selling small equipment. The business is located in a small building with a loading dock just before the bridge on Mutton Hill Road.

Codes/Fire Marshall

Harold reported for the month of August:

- 10 building permits issued (47 year-to-date)
- 14 inquiries
- 1 firework permit issued
- 4 certificates of compliance for closed projects
- No violations
- 2 fire safety inspections
- \$6,740 in fees collected
- Project value of \$7,192,800 for the month, bringing the year-to-date total to \$10,455,000

Harold also reported that a certificate of occupancy would be issued on Monday for Fox Honda. They had installed bollards in front of the gas meter and coordinated a knock box for fire department access. Progress was noted on the Pizza Hut construction with footings poured and plumbing work starting. The Fox building will become a Subaru dealership with a 17,000 square foot expansion, and the Hyundai showroom is further down the road.

Assessor

A written report was submitted indicating that during August-September, the assessor answered questions regarding school taxes and the STAR exemption, reviewed recent property transfers for accuracy, assigned new assessed values to recently subdivided or merged parcels for the 2026 roll, and added new building permits into the RPSV4 software.

Fire Department

Brandon reported:

- 58 calls for the month of August
- 453 calls year-to-date
- Provided mutual aid once last month, received aid 36 times (including EMS)
- Two items reported to code enforcement, including one for Sennett Meadows for malfunctioning nurse call bells
- The Fire Department's Turkey Raffle is coming up on the 14th
- They provided standby for Highland's fireworks display

Highway Department

Brandon reported:

- Cherry Street paving between Center Street and Miller Road is scheduled for October 1st but might be pushed to spring (first or second week of May) due to contractor equipment issues and competing priorities
- The department will shim and fix problem spots on Cherry Street to prepare for winter plowing
- Dump days are scheduled for September 27-28, with signs going up on Monday
- Drainage work completed at Ms. Rose's property on Wegman Street and Highland Street extension, including installation of a second catch basin, topsoil, grass seed, and straw

Brandon requested approval to purchase a mower from Maine and Pinckney at state contract price for \$63,486.70. The mower will be used at the cemetery, the park, and the water tower.

Motion to purchase the mower for \$63,486.70 made by Councilman LaPointe, seconded by Councilman Wellauer. Roll call vote: Councilman Wellauer - Yes, Councilman LaPointe - Yes, Councilman Rizzo - Yes. Motion carried.

Brandon also presented a quote from Finger Lakes Construction/Marshall Exteriors for repairs to the salt storage building exterior.

Motion to move forward with the repairs to the salt shed by Finger Lakes Construction in the amount of \$4,325 made by Councilman Wellauer, seconded by Councilman LaPointe. Roll call vote: Councilman Wellauer - Yes, Councilman LaPointe - Yes, Councilman Rizzo - Yes. Motion carried.

Brandon noted he had received emails from United Rentals regarding extension of equipment rental. Councilman LaPointe mentioned the rental was rescheduled until October 1, and that he had told United Rentals to call back next month to discuss extension.

Water Department

Kris reported:

- Pizza Hut is still looking for a lateral, possibly needing to go under the road to tie into a manhole
- Planning a 1.5-inch tap for water service next week
- The meter at Franklin Street pump station died; a new one with a valve has been acquired and will be installed next week
- Blacktopped Wegman Street where a water main break occurred, with one more spot on Route 5 to be completed next week
- Will replace the water meter for BJ's next week
- Fixed a water service leak on Wegman Street that occurred when Earth and Road ran over a marked water shutoff
- Fixed a plugged sewer at the plaza

- Installed 9 meters
- Took quarterly samples
- Fixed all auto dialers for the Pizza Hut pump station
- Will be working at dump days

Town Clerk

Kate reported:

- Collected \$7,029.50 in August (4 decals, 15 dog licenses, 5 building permits)
- \$6,860.17 went to the general fund, \$148.33 for decals, and \$21.00 for the Animal Population Control Program
- Working with IT to change the town's web address from .org to .gov as required by New York State for municipalities with populations over 1,500
- Sent all local laws to ECode 360 for codification
- The tentative 2026 budget was presented to the town board

Animal Control

Jim reported for August 2025:

- 2 complaints
- 0 dogs seized and sheltered
- 0 dogs redeemed
- 0 dogs adopted
- 0 dogs advertised
- 0 dogs euthanized
- 0 license and pre-applications
- 0 notices to comply
- 0 appearance tickets
- 1 lost and found match

Jim is working on updating the town's dog control laws as requested by Suzy Tracy. He has collected laws from five surrounding municipalities for comparison and will present options to the board.

Committees

Parks Committee

The board has not received an update from the architect regarding the bathroom project bid specifications. The delay relates to building details, and Supervisor Blair is pushing to get this out to bid as soon as possible.

Kris presented an estimate from TD Sealing to seal and stripe the town park parking lot for \$2,600, the same price quoted two years ago.

Motion to have the park driveway sealed and striped by TD Sealing and Striping in the amount of \$2,600 made by Councilman Wellauer, seconded by Councilman LaPointe. Roll call vote: Councilman LaPointe - Yes, Councilman Wellauer - Yes, Councilman Rizzo - Yes. Motion carried.

Sennett Seniors

Kate reported that the seniors had their lunch yesterday and have a trip planned for October. The senior representative will attend next month's meeting to provide a verbal report on the year's activities.

Historian

Jim reported:

- He spoke with Chris Spengler (Norm Riley's daughter) who shared research she has done on the town
- There is a book she published that is at the Ward O'Hara Museum which Jim will review
- Chris Spengler has been added to the town's newsletter mailing list
- Jim is working on repainting one of three historical signs, specifically for Judge Sennett
- He discovered the Judge Sennett sign doesn't appear in any New York State historical sign databases, so he corrected an entry in the Leonard site database that incorrectly listed it as being in Skaneateles
- Once the sign is repainted and photographed, he will update the database with the correct information

Old Business

Town Records Project grant award and status

Kate reported that more boxes have been sent to the scanning vendor, and they have returned 29+ boxes that have already been scanned with code materials. She had a meeting with the LASERFICHE representative to review what will happen once the project is complete, with a training session to be scheduled.

E-Code 360 codification project status

Kate sent all local laws to ECode 360 and is waiting to hear what else is needed to set up the system as the town wants.

Town branding & marketing project

Jim reported that now that colors and signs have been established for the dog park, the town should move forward with welcome signs and new signs for the town park and municipal offices. He plans to seek guidance from local graphic artists to develop designs that use the chosen colors, with the goal of having new signage in place for the town's bicentennial.

Vehicle and Traffic Safety Signs status & results

Brandon reported that all signs are deployed and working properly. One sign recorded a vehicle traveling 91 mph in a 55 mph zone.

Employee positions to fill

Kris reported that the water department position is still listed on the New York Rural Water website and he has received three applications so far.

Boards in need of new members

The search continues for new planning board and zoning board members.

Water & sewer ACH/Credit card status

Kate reported that the credit card system is working well and many people are using it. She will prepare a report by district for the next meeting.

Dog Park completion

Rules, regulations, and cleanup issues are being addressed.

Supervisor Correspondence/Report

No report was given in Supervisor Blair's absence.

Kate presented the tentative 2026 budget to the town board. Budget workshops were scheduled for October 2, 9, at 5:30 p.m. and October 16 at 5:00 p.m.

Payment of Monthly Bills

Motion to pay the monthly bills with three or more signatures made by Councilman Wellauer, seconded by Councilman LaPointe. Roll call vote: Councilman Wellauer - Yes, Councilman Rizzo - Yes, Councilman LaPointe - Yes. Motion carried.

Adjournment

Motion to adjourn made by Councilman Wellauer, seconded by Councilman LaPointe. All in favor, motion carried.

The meeting was adjourned at 6:50 p.m.

Respectfully submitted,

Kathleen Salisbury, Town Clerk

Town of Sennett