

Minutes of the Town of Sennett Special Organizational Town Board Meeting Held on Friday, January 2, 2026, at 12:00 PM at the Sennett Town Office Building.

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

Also Present: Cheri Major, Bookkeeper  
Hayden Hares, Highway Superintendent  
Kris LaPointe, Water & Sewer Superintendent  
Kelly Snow and Melissa Perkins, Court Clerks  
Florence Riley, Judge  
Kathleen Salisbury, Town Clerk

Others Present: Brian Manthey, Park Architect

### **Call to Order**

The Sennett Town Board Organizational Meeting for 2026 was called to order by the Supervisor at 12:00 PM on Friday, January 2, 2026, at the Town of Sennett.

### **Pledge of Allegiance**

The Pledge of Allegiance was led by Supervisor Blair, followed by a prayer.

### **Roll Call**

Town Clerk performed a roll call with all members present: Councilman Vivenzio, Councilman Wellauer Councilman Rizzo, Councilman LaPointe, and the Supervisor.

### **Annual Organizational Appointments and Town Business**

The first order of business was the swearing-in of newly elected officials. Town Clerk Kate was sworn in by Kelly Snow, notary public. The Supervisor was sworn in next, followed by Town Justice Florence Riley, and two Town Councilmen, Wellauer and Rizzo. Mr. Hares was sworn in as Highway Superintendent.

The Supervisor presented the proposed 2026 appointments for board review. He noted two updates: Donald Forward had committed to serve as an active member of the Planning Board, and Michelle Stiles was recommended as an alternate for the Zoning Board of Appeals. Mr. Forward is a retired Air Force veteran, Air National Guard member, and currently a paid firefighter for the City of Auburn who expressed interest in becoming involved with the Town. Ms. Stiles has a master's in education and worked in public safety and emergency management at Ithaca College.

The Supervisor discussed the need for alternates for the Planning Board, Zoning Board of Appeals, and Board of Assessment Review, noting they were still searching for individuals with real estate background for the latter position.

A discussion ensued regarding bailiffs versus constables. The Supervisor explained there had been conversations about transitioning to constables, which would require peace officer training or law enforcement background. The town was investigating this role to assist with enforcing local ordinances, providing court security, and addressing issues such as overnight parking violations and public safety hazards. The Supervisor will provide job descriptions to both judges for review.

The Board amended the appointments to include William Perkins as Deputy Highway Superintendent. The meeting times are 6:00 PM for Town Board meetings, which will continue to be held on the third Thursday of each month.

*Motion: To approve the 2026 appointments as amended. Made by: Councilman  
Seconded by: Councilman Wellauer Vote: Approved unanimously (Mr. Rizzo - Yes,  
Mr. Wellauer - Yes, Mr. Vivenzio - Yes, Mr. LaPointe - Yes, Supervisor - Yes)*

The Board then appointed Mr. Rizzo as the Town's delegate to the Association of Towns.

*Motion: To appoint Mr. Rizzo as the Town's delegate to the Association of Towns.  
Made by: Supervisor Seconded by: Mr. LaPointe Vote: Approved unanimously*

The Board decided to delay approval of the fee schedule until the January 15th meeting to allow for review by the attorneys and Planning Board.

Following the appointments, Mr. Manthey joined the meeting to discuss the town park bathroom construction project. He reported on conversations with low bidders, confirming their bids were legitimate, particularly the general construction bidder whose price was significantly lower than competitors. The total for the four contracts would be \$772,760, with bids valid until January 18th (45 days from receipt).

Mr. Manthey explained the project scope includes the toilet building, parking lot extension, and a raised-bed septic system designed by Rudy Zona of RZ Engineering. The Board extensively discussed the project budget, including whether a 5% or 10% contingency was appropriate, and explored potential cost savings such as reconsidering the raised-bed septic system.

The Board reviewed the town's financial position, with approximately \$3.3 million in unencumbered general fund balance, plus \$382,000 in a "tax offset" reserve account that has not been used for many years. The town has approximately \$5.6 million total in its coffers, with about \$1.7 million in reserve repair accounts.

After considerable discussion about costs, future park plans, and funding sources, the Board decided to move forward with the project with a strict budget cap.

*Motion: To accept the bids of Renovation Contracting for general construction at a cost of \$497,100, Accept Kuehne Construction for HVAC at \$57,600, Lovett Mechanical for plumbing at \$143,360, and Knapp Electric for electrical work at \$74,700, with Mr. Manthey's contract fee of \$18,500 and a contingency fund, for a total not to exceed \$799,999 for the town park bathroom project. Made by: Mr. Rizzo Seconded by: Mr. Vivenzio After further discussion and amending motion to include Mr. Manthey's contract to be part of the \$799,999. After roll call Vote, motion was Approved unanimously (Mr. Wellauer - Yes, Mr. Rizzo - Yes, Supervisor - Yes, Mr. LaPointe - Yes, Mr. Vivenzio - Yes)*

## Adjournment

*Motion: To adjourn the meeting. Made by: Mr. Rizzo Seconded by: Mr. LaPointe.  
Approved unanimously*

The meeting adjourned at 1:45 pm.

Respectfully submitted,

*Kathleen Salisbury*, Town Clerk

Town of Sennett

**2026 Appointments**

**Planning Board:**

Robert Edmunds, Chairman	12/31/2031	01/01/2025 - 12/31/2031
Michael Szozda, Deputy Chairman	12/31/2025	01/01/2019 - 12/31/2025
Jerry Sankey, Member	12/31/2026	01/01/2020 - 12/31/2026
Jeremy Bacon, Member	12/31/2027	01/01/2021 - 12/31/2027
Donald Forward, Member	12/31/2028	01/01/2022 - 12/31/2028
Joe Giacona, Member	12/31/2029	01/01/2023 - 12/31/2029
Gideon Driscoll, Member	12/31/2030	01/01/2024 - 12/31/2030
NEED AN ALTERNATE		01/01/2026 - 12/31/2026
NEED AN ALTERNATE		01/01/2026 - 12/31/2026
Dominic Giacona, Attorney	12/31/2026	01/01/2026 - 12/31/2026
Heather Edmunds, Secretary	12/31/2026	01/01/2026 - 12/31/2026

**Zoning Board of Appeals:**

Dennis Sherry, Chairman	12/31/2028	01/01/2024 - 12/31/2028
David Sikora, Member	12/31/2026	01/01/2022 - 12/31/2026
Jeffrey Hofmann, Member	12/31/2027	01/01/2023 - 12/31/2027
Edward Magdziak, Member	12/31/2029	01/01/2025 - 12/31/2029
Bob Steiner, Member	12/31/2030	01/01/2026 - 12/31/2030
Michelle Stiles - Alternate	12/31/2026	01/01/2026 - 12/31/2026
NEED AN ALTERNATE		01/01/2026 - 12/31/2026
Costello, Cooney & Fearon, PLLC, Attorneys	12/31/2026	01/01/2026 - 12/31/2026
Heather Edmunds, Secretary	12/31/2026	01/01/2026 - 12/31/2026

ZBA Alternate position = One remains open and will be advertised

**Board of Assessment Review:**

Arlie Howell, Member	9/30/2026	10/01/2021 - 09/30/2026
David Hearn, Member	9/30/2027	10/01/2022 - 09/30/2027
Michael Cuddy, Member	9/30/2029	10/01/2024 - 09/30/2029
Aaron Burnham, Member	9/30/2030	10/01/2025 - 09/30/2030
NEED A MEMBER		01/01/2026 - 12/31/2026

**CODES/FIRE MARSHAL & ZONING**

Harold Gilfus - Code Enforcement Office and Fire Marshal	12/31/2026	01/01/2026 - 12/31/2026
Jerry VeVone - Zoning Officer	12/31/2026	01/01/2026 - 12/31/2026

**WATER & SEWER SUPERINTENDENT**

Kristopher A. LaPointe	12/31/2026	01/01/2026 - 12/31/2026
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**COURT CLERK**

Melissa Perkins	12/31/2026	01/01/2026 - 12/31/2026
Kelly Snow	12/31/2026	01/01/2026 - 12/31/2026

**CONSTABLE**

12/31/2026	01/01/2026 - 12/31/2026
12/31/2026	01/01/2026 - 12/31/2026

**BOOKKEEPER**

Cheri Major	12/31/2026	01/01/2026 - 12/31/2026
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**ASSESSOR**

Jeff Lowe	9/30/2031	10/01/2025 - 09/30/2031
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**WATER & SEWER BILLING CLERK**

Kristopher A. LaPointe	12/31/2026	01/01/2026 - 12/31/2026
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**WATER & SEWER BILLING  
COLLECTOR**

Kathleen Salisbury	12/31/2026	01/01/2026 - 12/31/2026
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**REGISTRAR OF VITAL STATISTICS**

Kathleen Salisbury, Registrar	12/31/2026	01/01/2026 - 12/31/2026
Jeana Leamy, Deputy Registrar	12/31/2026	01/01/2026 - 12/31/2026

**RECORDS MANAGEMENT OFFICE**

Kathleen Salisbury, RMO	12/31/2026	01/01/2026 - 12/31/2026
Jeana Leamy, Deputy RMO	12/31/2026	01/01/2026 - 12/31/2026

**SENNETT SENIORS**

Kathy Gray	12/31/2026	01/01/2026 - 12/31/2026
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**HISTORIAN**

Scott Longtin	12/31/2026	01/01/2026 - 12/31/2026
Jim Vivenzio	12/31/2026	01/01/2026 - 12/31/2026

**VETERAN SERVICE OFFICER**

Adam Jenks	12/31/2026	01/01/2026 - 12/31/2026
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**TOWN CONSULTING ATTORNEY**

Costello, Cooney & Fearon, PLLC	12/31/2026	01/01/2026 - 12/31/2026
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**TOWN CONSULTING ENGINEER**

MRB Group	12/31/2026	01/01/2026 - 12/31/2026
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**ANIMAL CONTROL**

Suzie Tracy, Canine Cove

12/31/2026

**01/01/2026 - 12/31/2026**

**DEPUTY HIGHWAY  
SUPERINTENDENT**

William Perkins

12/31/2026

**01/01/2026 - 12/31/2026**

**BANKS**

M&T, Savannah Bank, Lyons National  
Bank, Cayuga Lake, NY Class

**AUDIT FIRM**

Insero & Co.

**Tompkins Health Consortium Rep.**

Tom Blair

**Owasco Lake Watershed Committee  
Rep.**

Tom Blair

**Official Town Newspaper**

Auburn Citizen

**Advance Conference Expenses =**  
\$1,000.00

**Mileage Reimbursement Rate**

72.5 cents per mile (IRS rate)

**Approval of bills lawfully due that may accrue a late charge or finance fees (subject to review and recommendation of Supervisor and Bookkeeper)**

**Rules of Procedure for Town Board Meetings**

**2026 Town Board Regular Meeting Nights** 3rd Thursdays at 6:00 p.m.

**Return Check Fee - \$20.00**

**2026 Ad Hoc Committees**

Sennett Seniors Committee

Veterans Affairs Committee

Parks and Recreation Committee