

**REGULAR TOWN BOARD MEETING**  
**March 21, 2012**

1. Call to order
2. Roll Call
3. Pledge of allegiance
4. Approval of minutes
  - a. February 15, 2012 Regular Town Board Meeting
5. Petitioner to the Board:
6. Communications to be filed
  - a. National Green Volunteer Day
  - b. Time Warner Cable
  - c. Seneca County IDA
  - d. NYSEG
7. Code Enforcement Officer
  - a. Letter sent 7033 Depot Rd., Romulus
  - b. Seneca Cty. Dept. of Building & Fire Code Enforcement
8. Romulus Planning Board
  - a. Regular Meeting Minutes Attached – February 6, 2012
  - b. Seneca County Planning Board Agenda/Minutes – March 8, 2012
  - c. Wayne Count Planning Board Training Dates and Topics for 2012
9. Romulus Zoning Board
  - a. No Report This Month
10. Highway Superintendent
  - a. Report Attached
11. Dog Control Officer
  - a. Report Attached
12. Bookkeeper
  - a. Report Attached
13. Supervisor
14. Committees Report
15. Old Business
16. New Business
17. Resolutions:
  - 20-12 Verification of Payables
  - 21-12 Accept Audit of Monthly Court Records
  - 22-12 Authorize Clerk to Advertise Bid for Mowing
  - 23-12 Romulus Vol. Fire Dept. Renewal Bingo License
18. Town Clerk's Report
  - a. Report Attached
19. Adjournment:

**Regular Town Board Meeting  
February 15, 2012**

**Call to Order:** The regular Town Board Meeting was called to order by Supervisor David Kaiser at 7:30 PM.

<b>Roll Call:</b>	Supervisor David Kaiser	Present
	Councilman Gordon Carroll	Present
	Councilman Ralph Walborn, Jr.	Present
	Councilwoman Barbara McCall	Present
	Councilman Kyle Collinsworth	Present

**Others Present:** Town Clerk, Terry Smith  
Planning Board Chairperson, Kate Sinicropi  
Planning Board Vice Chairperson, Tom Bouchard  
Town Attorney, Steve Getman  
F. L. Community Newspaper, Aneta Glover

**Pledge of allegiance:** followed by moment of silence. Please keep in your prayers all the people who are suffering with the disease of Cancer.

**Approval of Minutes:**

- a. January 18, 2012 Regular Town Board Meeting  
Motioned: Councilman Ralph Walborn, Jr.  
Seconded: Councilwoman Barbara McCall  
Carried Unanimously

**Petitioner to the Board:**

a. Theresa Lahr Cancer Services Program of NYS & SAY  
Ms. Lahr works with the Say Rural Health Network Inc. These are Non Profit Agencies and they are all over the State of New York. This particular project that I do for the Health Network is an outreach and recruiter for the Cancer Aid and Research Program. This program covers Ontario, Seneca, Wayne, Steuben, Schuyler and Yates counties. Last year we screened 497 men and women between the ages of 40-64. The eligibility for this program is being underinsured. It is not the folks that are on Medicaid. In every county throughout the state of New York we have this program. The screenings include, mammograms, clinical breast exams, PAP smears, and colorectal cancer, for men and women. The earlier cancer is detected the higher the survival rate. If anything is detected then treatment is also paid for. If there is any person not covered by insurance or underinsured they would be enrolled in the Medicare Cancer treatment program. We also cover biopsies, ultrasounds and anything that is needed as far as diagnostics are needed. The funding for this program is CDC and the New York State Department of Health. For more information and to find a free cancer screening program nearby, call 1-866-442-2262.

Shannon O'Connor on behalf of the Edith B. Ford Memorial Library presented the Board with the annual report which was presented to her board at their annual meeting in January. We thank you very much for your support and hope you will continue to support us. We are trying to get our outreach into Romulus to make people aware of the programs that we offer. Our first big push has been in the schools. We have this past year, received a \$14,000 grant for an after school, middle school book club program. Every other week we get approximately 15 middle school students who are bused to the Library. We do books related to a theme and then do the activities related to the theme. This month we are focusing on science. We are going to have a paleontologist come in and speak to the children tomorrow. Next month we are going to have someone from USDA speak with them. Our activities at the libraries are way up and have had an increase of 10% in our circulation last year.

People come in looking for a job, applying on line. The Library is open 44 hours a week and 3 nights a week. They partner with many organizations in Seneca County. They are hosting a free tax preparation service offered through Seneca County Work Free Development for low and middle income families, by appointment. Shannon provided the Board with the March Schedule of Events and asked that they please be distributed.

Supervisor Kaiser reminded the Library Director that Willard residents were in The South Seneca School District and also profited from the services of the Library. Planning Vice Chairperson voiced his appreciation to the Library for their work.

#### **Communications:**

- a. Seneca Lake Pure Waters Association, Inc - attached.
- b. Time Warner Cable – attached
- c. Edith B. Ford Memorial Library - attached
- d. Seneca County Rabies Clinic Notification – attached
- e. Seneca County Treasurer Report – attached
- f. Stuart I. Brown – attached
- g. NYS Dept. of Taxation & Finance – attached
- h. NYS Dept. of Taxation & Finance – attached
- i. NYSEG – attached

#### **Code Enforcement Officer – No report this month**

#### **Romulus Planning Board**

- a. Regular Meeting Minutes Attached January 2, 2012
- b. Seneca County Planning Board Agenda/Minutes

There was not a quorum of the Board at their last meeting. Planning Board Chairperson Kate Sinicropi along with Vice Chairperson Bouchard presented a report on the Board's activities. Larry Yehle attended the meeting and expressed his concern regarding the hydro-fracking. Yvonne Greule and Colleen Spellacy talked to the Board about the conditions at the Willard Cemetery. A tentative date for volunteers to help clean up the lakefront is March 24, 2012

based on the weather.

The planning Board is also looking for someone to fill the vacancy on the Town Planning board especially with an interest in agriculture.

Town Attorney Steve Getman responded to what other Towns are doing about the hydro-fracking. He didn't elaborate very much to the questions. He also stated that he did not know of any moratorium set in place. His opinion was "NYS would rule that "Towns cannot regulate hydro-fracking".

There was some discussion about Puppy Mills opening again.

The Planning Board is working on 2 Drafts the Right to Farm Law and Docks and Moorings.

Harriett Haynes was at our meeting and she reported on the Regional Transportation Plan.

Chris Weaver phoned Kate Sinicropi about the Toro Run Development being ready to move into Phase II. That is the Wine Development Phase. We will pull the file to see what has been done.

### **Romulus Zoning Board – No report this month**

#### **Highway Superintendent**

- a. Report attached.

#### **Dog Control Officer**

- a. Report attached.

#### **Bookkeeper**

- a. Report Attached

#### **Committees:**

Supervisor Kaiser gave his Committee appointments for the year 2012.

Finance: Collinsworth/Walborn/McCall

Personnel: Collinsworth/Carroll/Walborn

Highway: Walborn/Carroll/Collinsworth

Buildings&

Grounds McCall/Collinsworth/Walborn

Willard Water

& Sewer Collinsworth/McCall

Romulus Water

&Sewer: Walborn/McCall

Planning &

Development Collinsworth/Walborn/Hayes

Animal Contr. McCall/Walborn/Ferris-Covert

#### Special Committees:

Youth & Town Park: Carroll/McCall

Base Redevelopment; Walborn/McCall/Collinsworth

Sidewalks: Walborn/McCall/Collinsworth  
Emergency Services McCall/Walborn/Carroll/Collinsworth

Appointments:

Assessment: McCall  
Audit Committee: Walborn  
Publicity &  
Promotions Carroll  
5 Pts. &  
Willard DOC: Collinsworth/Walborn

Deputy Supervisor: Mr. Collinsworth

**Old Business** – Motioned by Supervisor David Kaiser to enter into Executive Session at 8:18 PM.

Seconded: Councilman Kyle Collinsworth

Carried Unanimously.

Resolved that the Romulus Town Board enter into executive session with its Attorney, Steven J. Getman, to ask questions and obtain legal advice, under NY Public Officer's Law 108 (3) regarding four distinct matters and further, in order to discuss proposed, pending or current litigation under NY Public Officer's Law 105 (1) (d).

The executive meeting ended at 9:15 PM.

Motioned: Councilman Gordon Carroll

Seconded: Councilwoman Barbara McCall

Carried Unanimously

The regular meeting was resumed with no actions being taken this evening.

Councilman Walborn wants to know why there is no work being done on getting the lights fixed.

There are several lights in the Hamlets of Romulus and Willard and some are newly out and others have been submitted for repair since last fall. NYSEG was notified in writing and by email.

**New Business** – A request to use Hancock Park was presented.

**Resolutions:**

Verification of Payables

Resolution #14-12

Motioned: Councilwoman Barbara McCall

Seconded: Councilman Ralph Walborn, Jr.

Carried Unanimously

Accept Audit of Monthly Court Records

Resolution #15-12

Motioned: Councilman Ralph Walborn, Jr.

Seconded: Councilman Gordon Carroll

Carried Unanimously

Authorize Supervisor to Sign EMS Response Letter  
Resolution #16-12  
No Action Taken – Tabled

Authorize Supervisor to Sign Letter  
Resolution #17-12  
Motioned: Councilman Ralph Walborn, Jr.  
Seconded: Councilman Gordon Carroll  
Carried Unanimously

Approve & Sign Application for Water Tap  
Resolution #18-12  
Motioned: Councilman Kyle Collinsworth  
Seconded: Councilman Ralph Walborn, Jr.  
Carried Unanimously

Approve & Sign Application for Sewer Tap  
Resolution #19-12  
Motioned: Councilman Ralph Walborn, Jr.  
Seconded: Councilman Kyle Collinsworth  
Carried Unanimously

**Town Clerk's Report**

a. Report Attached  
Motioned: Councilman Kyle Collinsworth  
Seconded: Councilman Gordon Carroll  
Carried Unanimously

**Meeting adjourned:**

Motioned: Councilman Gordon Carroll  
Seconded: Councilwoman Barbara McCall  
Carried Unanimously



## Attention Public Works Department

Join in and be a part of **National Green Volunteer Day on April 21, 2012** (the Saturday before Earth Day) and demonstrate your department's leadership role in making your home community greener, safer and more beautiful for your local citizens.

- **Green Hands USA** is the country's largest green project activation network; providing free online and offline tools, services and resources for local green project partners and volunteers all across the USA - **our project partners include local public works departments.**

*"Cherry Hill Township has so far organized two successful community cleanups with the help of all the folks at Green Hands USA. It feels good to be connected to hundreds of other communities across the country all working hard to keep our streets, parks, streams and neighborhoods clean!"*, said **Natalie S. Barney, Planner, Cherry Hill Township**

*"We are delighted that Green Hands USA reached out to Mayor Stephanie Rawlings-Blake with a request to register Baltimore as a green city,"* said **Robert Murrow, Communications Manager of the Bureau of Solid Waste in the Baltimore Department of Public Works.**

*"Working and partnering with Green Hands USA will augment our existing efforts to attract volunteers and hopefully encourage other cities to do the same."*

*"We are excited about this opportunity to partner with Green Hands USA to attract new volunteers to our events,"* said **Tobin Freid, Durham City-County Sustainability Manager.**

*"Durham has so much going on related to environmental stewardship and Green Hands USA will help us better connect people with projects and be more effective in reaching our goals."*

### What are the benefits of participating in the Green Hands USA's National Green Volunteer Day?

- Helps your community achieve a cleaner, safer and healthier environment for all to enjoy. All services are free to you and your community and are designed to help build community awareness, generate greater participation and success for your community's green activities.
- Helps foster a positive relationship between your local government and the community.
- Green Hands USA will also showcase your participation in making a difference to the global environment through your local efforts by including you on our National Green Partner Map.

### What do you have to do in order to participate?.

- Register online at [greenhandsusa.com](http://greenhandsusa.com) and use our Organize a Group tool on the Green Hands USA website, and Plan a Project tool and organize an activity or several projects.
  - **Litter patrols, beach, lake and river cleanups**
  - **Native tree plantings**
  - **Community recycling, efficiency and beautification programs**
- Or contact me at [tim@greenhandsusa.com](mailto:tim@greenhandsusa.com) or call me at 401 662 2442 and I will help you get started. Thank You. We look forward to working you.

Tim Smith  
Vice President, Community Relations



**Green Hands USA**



Chris Mueller  
Director, Government Relations

March 7, 2012

Dear Municipal Official:

I am writing to you as part of our ongoing efforts to keep you apprised of developments affecting Time Warner Cable subscribers in the Western New York Division.

Time Warner Cable's agreements with programmers and broadcasters to carry their services and stations routinely expire from time to time. We are usually able to obtain renewals or extensions of such agreements, but in order to comply with applicable regulations, we must inform you when an agreement is about to expire. The following agreements are due to expire soon, and we may be required to cease carriage of one or more of these services/stations in the near future: Current TV, BBC America, BBC America HD, CMT, CMT HD, Cooking Channel, Cooking Channel HD, DIY, DIY HD, Encore, Encore HD, Encore Action, Encore Drama, Encore Love, Encore Mystery, Encore WAM, Encore Westerns, Gospel Music Channel, Gospel Music Channel HD, Great American Country, IndiePlex, Music Choice, NHL, NHL HD, NHL Center Ice, NHL Center Ice HD, RetroPlex, Sprout, Starz!, Starz! HD, Starz Cinema, Starz Comedy, Starz Comedy HD, Starz Edge, Starz Edge HD, Starz In Black, Starz Kids & Family, Starz Kids & Family HD, Trutv, TrutvHD, WSTM, WSTM HD, WTVH, ZEE TV.

In addition, from time to time, we make certain changes in the services that we offer in order to better serve our customers. The following changes are planned:

**On or about February 7, 2012, the following channels will be added:**

3D Channels (Programming, PPV & Events) 1701, 1702 and 1703

**On or about February 17, 2012, the following new content will be added:**

TWC Sports Pass On Demand – Golf Academy to Channel 241

**On or about March 7, 2012, the following new content will be added:**

Entertainment On Demand – TV Land to Channel 733

**On or about March 23, 2012, the following channel will be added to the Digital Basic Tier:**

Disney Jr. to Channel 520

**On or about March 28, 2012, the following channel will be rebranded:**

My Life On Demand to Health On Demand on Channel 1281

If you have any questions or concerns please feel free to contact me at 585-756-1326.

Sincerely,

A handwritten signature in black ink, appearing to read "Chris Mueller".

Chris Mueller  
Director, Government Relations

February 22, 2012

The Honorable David Kaiser  
Supervisor, Town of Romulus  
P. O. Box 177  
Willard, New York 14588

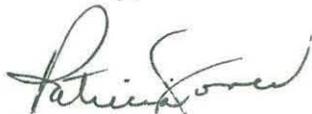
**RE: PAYMENT IN LIEU OF TAXES / NYSEG**

Dear Mr. Kaiser:

Enclosed please find two checks as follows: Check No. 5485 for \$604.32 and Check No. 5486 for \$1,009.60 representing the Town of Romulus' 2012 share of both a "Payment-in-Lieu-of-Taxes" (PILOT) for a natural gas line and a "Payment-in-Lieu-of-Taxes" (PILOT) for electric lines which were negotiated with New York State Electric & Gas Corporation. Copies of the PILOT distribution tables are also enclosed for your reference.

Please call me if you have questions in this matter.

Sincerely,



Patricia Jones  
Deputy Director

Enclosures

**NYSEG / GAS**

\* Distribution by Municipality  
For year 2012

Municipality	Tax Rate Per 1,000	X	PILOT	=	PAYMENT
Seneca County	\$5.53	X	8,000	=	746.40
Town of Romulus	\$4.48	X	8,000	=	604.32
Town of Varick	\$2.04	X	8,000	=	275.18
Town of Fayette	\$3.81	X	8,000	=	513.94
Romulus Central School	\$19.89	X	8,000	=	2,683.45
Waterloo School District	\$23.55	X	8,000	=	3,176.71
<b>TOTAL</b>					<b>8,000.00</b>

**NYSEG / ELECTRIC**

\* Distribution by Municipality  
For year 2012

Municipality	Tax Rate Per 1,000	X	PILOT	=	PAYMENT
Seneca County	\$5.29	X	6,950	=	1,192.14
Town of Romulus	\$4.48	X	6,950	=	1,009.60
Town of Varick	\$2.04	X	6,950	=	459.73
Romulus School District	\$19.03	X	6,950	=	4,288.54
<b>TOTAL</b>					<b>6,950.00</b>

\* State Law requires that unless affected tax jurisdictions agree otherwise, PILOT payments must be allocated to those jurisdictions in proportion to the amount of real property tax which the jurisdiction would have received had the project not been tax exempt.

# TOWN OF ROMULUS

Joella Rand, Chair  
Fred Swain, Vice-Chair  
Richard Bloss, Member  
Richard C. Worrell, II, Member  
Warrem Coon, Member  
David Hayes, Zoning Officer

ZONING BOARD  
1435 Prospect Street  
P.O. Box 177  
Willard, New York 14588  
PHONE: 607-869-9326  
FAX: 607-869-5763  
Email: [Romulus@rochester.rr.com](mailto:Romulus@rochester.rr.com)

February 16, 2012

Mike & Becky Potts  
8262 N. Main Street  
Interlaken, New York 14847

RE: 7033 Depot Road, Romulus  
Tax Map #19-1-45.111

Dear Mr. & Mrs. Potts,

Please be advised it has come to our attention that you are in violation of the following sections of the Town of Romulus Zoning Law:

## Section 3. DEFINITIONS

13. **RUBBISH.** Combustible and noncombustible waste materials except garbage; the term shall include the residue from the burning of wood, coal, coke and other combustible materials, paper, rags, cartons, boxes, wood, excelsior, rubber, leather, plastic and other petroleum products, tree branches, yard trimmings, tin cans, metals, mineral material, glass crockery and dust and other similar materials; this term shall also include discarded, abandoned or stored appliances, refrigerators, etc.
14. **SANITARY.** Free from harmful bacteria, or filth that endanger health.

## Article 14 Minimum Conditions @ Section 4-B Exterior Conditions

10. **Unregistered Vehicles.** Except as provided for in statute or other regulations, two or more inoperative or unlicensed vehicles shall not be parked, kept or stored on any premises, and no vehicle shall at any time be in a state of major disassembly, disrepair, or in the process of being stripped or dismantled. Painting of vehicles is prohibited unless conducted inside an approved spray booth. (302.8)

Please accept this as our "Courtesy Notice of Violation". When there is non-compliance, the Code Enforcement Officer will send a "Courtesy Notice of Violation" to the owner or occupant of the property with the identifying tax number from the tax roles describing the violation(s), citing the section in this article and urging compliance. Please have the unregistered vehicles removed by March 10<sup>th</sup>. We would appreciate it if everything was cleaned up and taken care of by March 20<sup>th</sup>. Copies of the notice will be sent to the Town Board and shall be maintained in a permanent record.

Therefore, please be advised you have until March 20<sup>th</sup> to comply with the Zoning Law and to clean this area of debris. Should you have any questions or require further information, please feel free to contact our office.

Sincerely,

A handwritten signature in black ink, appearing to read "David Hayes", with a stylized flourish extending to the right.

David Hayes, Zoning Officer  
Town of Romulus

CC: Town of Romulus Town Board



*Seneca County*  
*Department of Building & Fire Code*  
*Enforcement*

1 Di Pronio Drive, Waterloo, NY 13165-9499

Phone: (315) 539-1950

Fax: (315) 539-1926

(Original date sent) April 1, 2009, (Resent) August 10, 2011, March 12, 2012

To: Town & Village Zoning Officials, Town & Village Clerks, Town & Village Planning Boards, Town Assessors, Town Supervisors and Village Mayors:

From: Seneca County Building & Fire Code Enforcement Department  
1 DiPronio Drive  
Waterloo, NY 13165

To Whom It May Concern:

Please find the definition of an agriculture building according to the Building Code of New York State on the third page of this letter.

At this time it is confusing to the public to what a (n) "AG" building is. If a building is being built on agriculture zoned land that does not mean the building is an "AG" building and does not require a County Building Permit.

It is more often determined that the building would and does require a Building Permit from the County. In an attempt to clarify this topic for the general public and all parties involved copies of this letter are being sent to each Town Supervisor, Zoning Officer, Clerk, Planning Boards and Assessor. In hopes that it will provide a more clear definition of what an "Agriculture Building" is and when a building stops being an agriculture building (AG).

In addition to the above, the following twelve items according to Local Law #2 2006 Section 4. BUILDING PERMITS. Do not require a County Building Permit; however the exemption does not permit the construction contrary to the Uniform Building and Fire Code of New York State.

“(1). Construction or installation of one story **detached structures** associated with one or two family dwellings or multiple single family dwellings (townhouses) which are used for tool and storage sheds, playhouses or similar uses, providing the gross floor area **does not exceed 140 square feet;**



*Seneca County*  
*Department of Building & Fire Code*  
*Enforcement*

1 Di Pronio Drive, Waterloo, NY 13165-9499

Phone: (315) 539-1950

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(2) Installation of swings and other playground equipment **associated with** one or two family dwellings or multiple single family dwellings (townhouses);

(3) Installation of swimming pools associated with a one or two family dwelling or multiple single family dwellings (townhouses) where such pools are designed for a **water depth of less than 24 inches** and are installed entirely above ground;

(4) Installation of fences which are not part of an enclosure surrounding a swimming pool;

(5) Construction of retaining walls unless such walls support a surcharge or impound Class I, II, IIIA liquids;

(6) Construction of temporary motion picture, television and theater stage sets and scenery;

(7) Installation of window awnings supported by an exterior wall of a one- or two family dwelling or multiple single-family dwellings (townhouses);

(8) Installation of partitions or movable cases less than 5'-9" in height;

(9) Painting, wallpapering, tiling, carpeting, or other similar finish work;

(10) Installation of listed portable electrical, plumbing, heating, ventilation or cooling equipment or appliances;

(11) Replacement of any equipment provided the replacement does not alter the equipment's listing or render it inconsistent with the equipment's original specifications;  
or

(12) Repairs, provided that such repairs do not involve (i) the removal or cutting away of a load bearing wall, partition, or portion thereof, or of any structural beam or load bearing component; (ii) the removal or change of any required means of egress, or the rearrangement of parts of a structure in a manner which affects egress; (iii) the enlargement, alteration, replacement or relocation of any building system; or (iv) the removal from service of all or part of a fire protection system for any period of time.



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*Enforcement*

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(c) Exemption not deemed authorization to perform non-compliant work. The exemption from the requirement to obtain a building permit for work in any category set forth in subdivision (b) of this section shall not be deemed an authorization for work to be performed in violation of the Uniform Code or the Energy Code.”.

**AGRICULTURAL, BUILDING.** A structure designed and constructed to house farm implements, hay, grain, poultry, and livestock or other horticultural products. This structure shall not be a place of human habitation or a place of employment where agricultural products are processed, treated or packaged, nor shall it be a place used by the public.

We appreciate the cooperation and support that is given on a daily basis and hope to assist in the clarification of any Code related questions with education, education, education. Please feel free to contact any Code Enforcement Department Personnel with questions or concerns. Thank you!

Respectfully,

Chad A. Haviland  
Sr. Code Enforcement Officer

Town of Romulus Planning Board Meeting  
February 6, 2012

Kate Sinicropi, Chair	Present	Sue Ellen Balluff	Present
Tom Bouchard, Vice Chair	Present	Bill Karlsen	Present
Cindy Meckley	Absent		

The monthly meeting of the Town of Romulus Planning Board was called to order by Chair Kate Sinicropi, with the roll call, pledge of allegiance, and a moment of silence.

The minutes from the December 14, 2011 meeting were reviewed along with January 2, 2012 communications. Motion by Sue Ellen Balluff, seconded by Tom Bouchard to accept December minutes. Motion carried.

The president of the Romulus Historical Society, Yvonne Gruele and Colleen Spellecy addressed the planning board about the Willard cemetery project and their progress to date. They presented maps and information about the site and future goals that could be accomplished in the future to honor the almost 6,000 grave sites there.

Town of Romulus resident, Larry Yahle, spoke to the planning board about the concerns hydrofracking and related gas well development in the town of Romulus. Moratoriums and outright bans talked about, along with bonding the projects to protect the towns and bridges from increased traffic and truck weight damages.

Chair Kate Sinicropi spoke to board members that Chris Weaver, who operates Toro Run on Swick Road, is ready to enter phase two fo the development. This means the construction of the proposed winery following S.E.Q.R.A. findings.

Town of Romulus "Right to Farm" draft reviewed by members.

Letter received from Darrel Abertine, the Commissioner of Ag & Markets, stating our Farmland Protections Plan was accepted January 18, 2012.

Sue Ellen Balluff presented docks & moorings draft to be reviewed.

Tom Bouchard said to members that March 24, 2012 will be a work date on lakeshore clean up project starting at 10:00 a.m.

Chair Kate Sinicropi communicated to members that Steve Getman, Attorney, has the files on outdoor wood burning furnaces. Should be reviewed and back to members soon.

Vacancies on planning board discussed by all.

Harriet Haynes from the county planning dept. reported Seneca County has joined in a nine county transportation plan. Goals are to join public transportation services. Cornell, TC3, Ithaca College, Cortland, Auburn, and Geneva are all involved.

She also mentioned Seneca County joining Tompkins and Cayuga Counties on formation of a Blueway Trail Plan, which is a water trail on Cayuga Lake. Should be up and running in 2012.

Department of State and Wayne County hosting a training seminar on wind energy rural planning at Seneca County office building in Waterloo, September 17, 2012 in the office of aging room.

Sue Ellen Balluff made the motion to adjourn at 9:25 p.m., seconded by Bill Karlsen. Motion carried.

Next meeting March 5, 2012.

Respectfully,

A handwritten signature in cursive script that reads "William G. Karlsen".

William G. Karlsen



**MINUTES  
SENECA COUNTY PLANNING BOARD  
FEBRUARY 9, 2012**

**HEROES 9-11-01 CONFERENCE ROOM  
COUNTY OFFICE BUILDING  
WATERLOO, NEW YORK**

**MEMBERS PRESENT:** Keith Beck, Betty Berger, Gordon Burgess, William Dalrymple, Donald Denman, Jack Freer, Ronald McGreevy, Tom Scoles, Donald Shepherd and John Swanson

**ABSENT WITH NOTICE:** Edward Franzoni (Alternate), Sally Kenyon, Mark Lott and Keith Tidball

**ABSENT WITHOUT NOTICE:** Charles Boehnke and Fred Swain

**STAFF:** Harriet Haynes, Planner and Mary DeStefano, Staff Resources Asst., Department of Planning and Community Development

**GUESTS:** Charles Hardin, Kristine Miguez, Johnathan Pulver and Joseph Schmucker

The meeting was called to order at 7:04 p.m. by Chairperson, William Dalrymple.

The Minutes of the January 12, 2012 meeting were approved by a motion of Ronald McGreevy and seconded by John Swanson. Carried 10 – 0.

**PUBLIC COMMENTS:** None.

**GML Reviews:**

1) Gordon Burgess moved and Betty Berger seconded adoption of Resolution 5-12, recommending denial for a request of a Special Use Permit forwarded by the Town of Fayette. The applicants, Jonathan Pulver and Kristine Miguez (property owner) are seeking approval to operate a motor vehicle repair shop at 1436 West River Road. The property consists of 6.5 acres located in an Agricultural Zone. Ms. Haynes stated that there are a number of concerns regarding the proposed project. Environmental concerns include the quality of water. No information has been provided as to what the procedures would be for collection, storage and disposal of automotive fluids such as oil, antifreeze, transmission fluid, etc. Ms. Haynes stated that there could be a potential negative impact for the road accessing the property. The structure for this use is to be 90' from the road right-of-way. The site map does not show where vehicles will be parked outside the facility. Ms. Haynes stated that a more detailed site map showing the proposed location of parking relative to this use needs to be developed. Furthermore, there is no indication as to whether landscaping is intended for the property. The application also does not address the scale and scope of the business – while a one or two-person operation might not have significant impact, a larger facility could have impact. Ms. Haynes stated that the applicant has applied for a "Register Motor Vehicle Repair Shop" – this does not include sales of used vehicles, a fuel station or body work. Ms. Haynes stated that the property has an auto sales facility on one side and the other side borders a condensed residential area. Ms. Haynes stated that the request is denied at this time with no prejudice against reviewing it at a later date when further information is available. Board member, Gordon Burgess, questioned if the property has a septic system or sewer. Ms. Haynes stated that the application does not provide such information. Mr. Pulver stated that the property has a well and septic system. Mr. Pulver also indicated on the map where available parking will be located. He stated that the house sits back from the road quite a distance, approximately 400 feet. Regarding the

(OVER)

collection and disposal of automotive fluids, Mr. Pulver stated that all fluids will be collected and sold. There will be no drains in the floor. Carried 10 – 0.

2) Tom Scoles moved and Gordon Burgess seconded adoption of Resolution 6-12, which recommends denial of a request for a Site Plan Review. The applicant, Mr. Joseph Schmucker, is proposing to locate a business on Route 318 (2.4 acres) in the Town of Seneca Falls. The property is a triangular lot that sits across the access drive from Vince's Park, Routes 318 and 5&20. The business will include 20 – 25 pre-built accessory structures such as playhouses, sheds and gazebos. Ms. Haynes stated that the application does not indicate how many employees will be on site. As there will be no stand alone permanent structure, the need for a restroom should be addressed. Ms. Haynes stated that she discussed the restroom issue with a County Code Enforcement Officer who stated that it would be a problem under the New York State Building Codes. However, the Code Officer also stated that an exemption could be determined for this type of business and would have to be granted through the State Review Board. The applicant proposes three 8' X 12' signs (one at each corner). Seneca Falls Town Zoning allows two (2) signs per property with the combined area not to exceed 100 square feet. It is noted that the setbacks should be 50' (front) and 30' (side) from the property line or from the road right-of-way whichever is greater – not from the road shoulder. This is unclear in the application. A loop driveway off the town road that services Vince's Park is proposed. John Swanson inquired as to whether any structures would be built on-site with Mr. Schmucker replying that all structures will be built off-site. Mr. Schmucker stated that there will be no employees on site; therefore, no restrooms will be needed. Mr. Schmucker indicated that it is the intention to have brochures available providing contact information. Tom Scoles stated that he is quite certain that a model home with a well was once located at the same site. ITT Goulds Pumps is the current owner of the property with a purchase offer pending. Ron McGreevy stated that the Town of Tyre should have been notified by the Town of Seneca Falls of the project as the location is within 500' of the Tyre Town boundary. Mr. McGreevy stated that he is concerned with the project location impacting traffic. It is a high volume traffic area with a history of several accidents at the intersection. Ms. Haynes advised Mr. Schmucker to visit the County offices to meet with a Code Enforcement officer and herself for additional guidance. Carried 10 – 0.

3) John Swanson moved and Donald Denman seconded adoption of Resolution 7-12, which recommends approval for a Minor Subdivision. The applicant, David Markel, owns property on Seybolt Road in the Town of Fayette. The property consists of approximately 42 acres of farmed land and 17 acres of wooded land which is situated in an Agricultural Zone. The farmed land is currently being leased by two farmers under a lease agreement. Mr. Markel intends to sell two parcels totaling over 30 acres to the farmers. The applicant will retain control of the remaining property. Carried 10 – 0.

4) John Swanson moved and Tom Scoles seconded adoption of Resolution 8-12, recommending approval of a Special Use Permit for the Geneva Historical Society to allow use of an existing building located at Rose Hill Mansion, 3365 Route 96A (Town of Fayette), as a wine tasting facility. Ms. Haynes stated that the property is a patchwork of parcels acquired over time. The structure was once used as a tenant house and historically used for antique sales. The Society has been approached by a winery to establish a wine tasting facility at the location which will provide an income stream to Rose Hill Mansion. Ms. Haynes stated that the application does not indicate the size of the structure. It was questioned if the facility will have restrooms available to the public. Ms. Haynes stated that there is no information of such in the application. Bill Dalrymple stated that public restrooms do not have to be provided for a wine tasting room. Ms. Haynes stated that it is Billsboro Winery that will oversee the operation. Adequate parking will be provided. Carried 10 – 0.

5) Gordon Burgess moved and John Swanson seconded adoption of Resolution 9-12, to adopt proposed Local Law #1 of 2012 for the Village of Interlaken which will codify existing laws, ordinances and resolutions. Ms. Haynes stated that there are no significant changes to the current regulations but rather a re-adoption so that they are in an organized and more "user friendly" format. Carried 10 – 0.

## **OLD BUSINESS:**

### **Draft Memorandum of Understanding (MOU):**

Ms. Haynes prepared a revised Memorandum of Understanding (MOU) between the Department of Planning and Community Development and the communities within the county, establishing what is not necessary for county review / recommendation. Copies were distributed showing the four changes in red print. The text will include: 1) Minor Subdivisions where the individual lots to be created meet all size requirements of the municipality and are not adjacent or are separated by municipal roads; 2) Special Permits or Area Variances for signs located more than 500' from a state or county road or facility; 3) Site Plan Review of single family residential uses; and 4) The County Planning Board will review actions which fall under this MOU upon request from the chairman of the board which has jurisdiction. Ms. Haynes stated that no action needs to be taken at this time. She stated that between tonight's County Planning Board meeting and next month's meeting, the MOU will have to go through the Legal Department for the county attorney's review and approval prior to being forwarded to the full Board of Supervisors. Once the Board of Supervisors gives approval authorizing the Chairman's signature, it will then be forwarded to the communities.

### **Information Posted on County Web Site:**

Ms. Haynes stated that at last month's meeting, Gordon Burgess raised the topic of New York State mandating counties to post meeting notices, agendas and action taken at various county meetings on the county web site. Harriet looked into the matter and there is a new section of the Freedom of Information Law pertaining to this effective February 2, 2012. Harriet announced that the agenda for this meeting was posted on the county web site and it will become a practice to post the monthly draft meeting minutes.

### **Membership and Training:**

Ms. Haynes announced that half of the County Planning Board members will be up for reappointment with terms ending June 30, 2012. Harriet received notification from Keith Tidball that he has had a change of position in his workplace which will require him to be away often from the area and is; therefore, resigning. If you know of anyone who would like to serve on the Board, please call the office. There is no specific area of the county which needs representation.

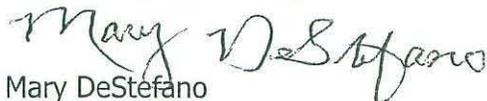
Ms. Haynes stated that a training session has been scheduled for September 17, 2012 at the Office for the Aging, Seneca County Office Building, which will be co-sponsored between Seneca and Wayne Counties. Representatives of the New York State Department of State will provide training which will be late afternoon and go through to the evening. The session will last four hours which can count towards the mandated hours of training. A break will occur at dinnertime with pizza and beverages served. There may be a small fee to cover refreshments.

## **NEW BUSINESS:**

None.

The meeting adjourned at 8:00 p.m. by motion of John Swanson.

Respectfully submitted,



Mary DeStefano  
Staff Resources Asst.

**Wayne County Planning Board  
Training Dates and Topics For 2012**

The following is a list of the trainings to be offered by the Wayne County Planning Board for the year 2012. Seating is limited and pre-registration is required. Registrations will not be accepted after 3pm the day of the training. To register please visit our website at [co.wayne.ny.us/plantraining/](http://co.wayne.ny.us/plantraining/) or contact the Wayne County Planning Department at 315-946-5919.

**Topic:** Planning and Zoning Board Basics

**Date:** Monday, March 19, 2012

**Time:** 7-9 pm

**Location:** Front Conference Room of the Wayne County Public Safety Building, 7376 Rt. 31, Lyons, NY 14489

**Description:** This training is free of charge and is designed for new board members or as a refresher. This introductory training will cover general topics such as the role of Planning Board members, the role of Zoning Board of Appeals members, procedural issues, Variances, Special Use Permits, Site Plan Review and Subdivisions. Maximum enrollment is 50 people.

**Topic:** Historic Preservation

**Date:** Wednesday, April 25, 2012

**Time:** 7-9 pm

**Location:** Front Conference Room of the Wayne County Public Safety Building, 7376 Rt. 31, Lyons, NY 14489

**Description:** This training is free of charge and is designed for members of locally elected and appointed boards. This training is designed to discuss the process to place a property on the National Historic Register, discuss the benefits of such a designation, and the role of a local historic preservation law in maintaining the historic character of a community. Maximum enrollment is 50 people.

**Topic:** Rural Planning

**Date:** Monday, September 17, 2012

**Time:** 5-7 pm

**Location:** Office for the Aging, Seneca County Office Building, 1 DiPronio Drive, Waterloo, NY 13165

**Description:** This training is free of charge and will be provided by a representative of the NYS Department of State. Rural communities face challenges, both in the form of development and lack of it, that threaten the natural and cultural resources that define their character. This course offers an overview of how comprehensive planning and a variety of land use tools can help preserve rural landscapes and revitalize established village and hamlet centers. Local officials are encouraged to take a proactive approach to meeting such challenges with easy-to-understand and administer zoning regulations, conservation subdivision regulations, the use of conservation easements, and more. **Code Enforcement Officers may receive 2 hours of In-Service Credit.** Maximum enrollment is 100 people.

**Topic:** Wind Energy

**Date:** Monday, September 17, 2012

**Time:** 7-9 pm

**Location:** Office for the Aging, Seneca County Office Building, 1 DiPronio Drive, Waterloo, NY 13165

**Description:** This training is free of charge and will be provided by a representative of the NYS Department of State. This session will address the adoption of local laws to regulate wind energy systems, from modest residential and agricultural systems to large-scale commercial wind farms. Environmental, aesthetic, and other issues of interest to local governments are also discussed, along with applicable state and federal regulations relating to wind energy systems. Maximum enrollment is 100 people.

#### **DINNER**

**Date:** Monday, September 17, 2012

**Time:** 7 – 7:15 pm

**Location:** Office for the Aging, Seneca County Office Building, 1 DiPronio Drive, Waterloo, NY 13165

**Description:** Since the Rural Planning Training and Wind Energy trainings are being offered back-to-back at the same facility, we are offering those interested an opportunity to sign up for pizza and refreshments. The cost is \$5 per person. Please register here for this service so we know how much food to order. If you will be here for both session but are not interested in pizza, you are welcome to bring food with you for no cost. Maximum enrollment is 100 people.

**Topic:** Recreation Planning

**Date:** Tuesday, October 16, 2012

**Time:** 7-9 pm

**Location:** Front Conference Room of the Wayne County Public Safety Building, 7376 Rt. 31, Lyons, NY 14489

**Description:** This training is free of charge and is designed for members of locally elected and appointed boards. This introductory training is designed to help a community evaluate their recreational needs and determine if those needs are currently being met, or if the community should look for opportunities to expand or enhance their recreational facilities. Maximum enrollment is 50 people.

# Directions to the Seneca County Office Building 1 DiPronio Drive, Waterloo, NY 13165

## From the North (Clyde)

Head south on Route 414 towards Waterloo until you come to a stoplight intersection, at this intersection there is a church and Kentucky Fried Chicken on your right, turn right at the stop light onto North Road. Proceed a short distance on North Road until just before the railroad tracks and then you will see a little street called DiPronio Drive and the large brick building that is the County Office Building, proceed around the building and park in South Parking Lot, enter building through the southeast door.

## From the North (Lyons)

Take Route 14 south to Route 96 South(east). Proceed on Route 96 until you enter the Village of Waterloo. When Route 96 turns to the right (south) continue straight onto North Rd. Take North Road approximately 1 mile. When you cross the Railroad take the first Right onto DiPronio Dr. The Large Brick Building is the county Office Building, proceed around the building and park in South Parking Lot, enter building through the southeast door.

## From the West (Geneva)

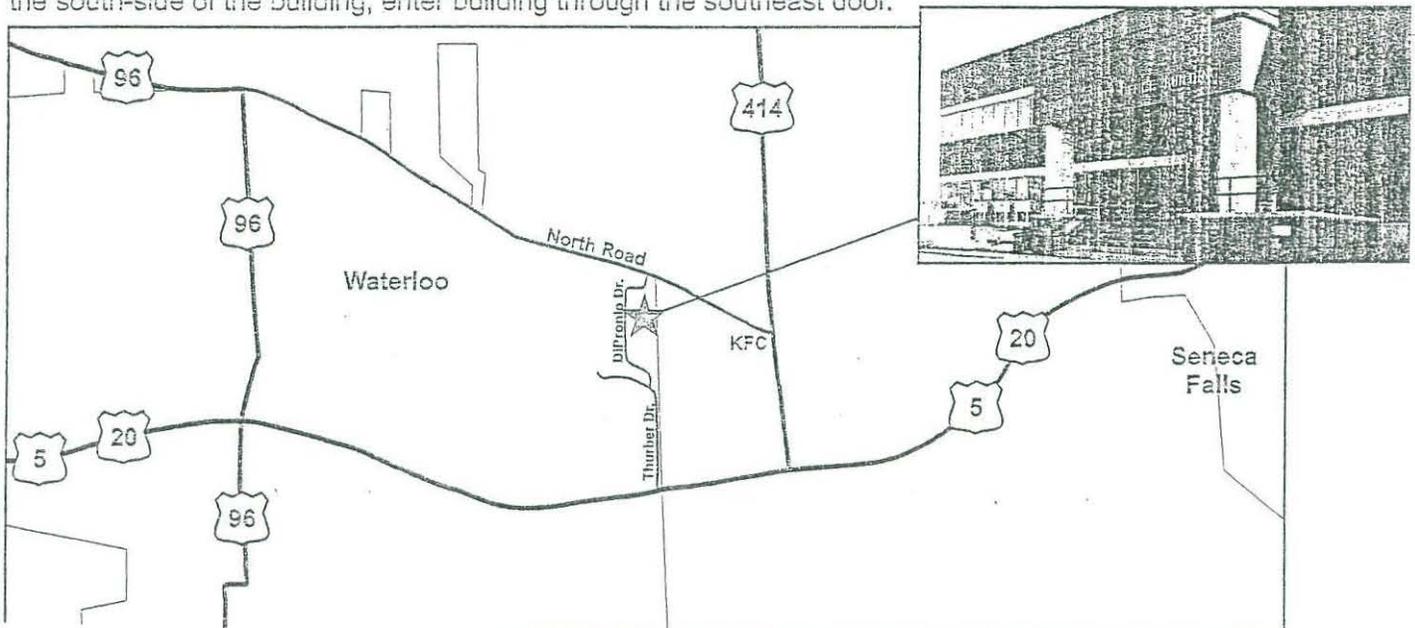
Proceed east on Routes 5 and 20 from Geneva (heading towards Waterloo and Auburn), go through Downtown Waterloo and just as you are leaving the village limits (on the east side of town) look on your left for a little green sign that says "Thurber Drive" and a green sign that says "County Office Building". Turn left onto Thurber Drive and proceed until you see the large red brick building which is the county office building, turn right onto DiPronio Drive, park in the first parking lot on the south-side of the building, enter building through the southeast door.

## From the East (Seneca Falls)

Proceed west on Routes 5 and 20 from Seneca Falls (heading towards Waterloo), almost immediately after you go past the stoplight intersection for Wal-Mart, turn right onto Thurber Drive (there is a small sign indicating the County Office Building). Proceed ahead and you will see the County Office Building in front of you. Turn right onto DiPronio Drive, park in the first parking lot on the south-side of the building, enter building through the southeast door.

## From the South (Ithaca)

Head north on Route 96 North which runs from Ithaca to Waterloo. In Waterloo, Route 96 will intersect with Routes 5&20. Turn right (east) onto Routes 5&20 go through Downtown Waterloo and just as you are leaving the village limits (on the east side of town) look on your left for a little green sign that says "Thurber Drive" and a green sign that says "County Office Building". Turn left onto Thurber Drive and proceed until you see the large red brick building which is the county office building. Turn right onto DiPronio Drive, park in the first parking lot on the south-side of the building, enter building through the southeast door.



# Directions to the Wayne County Public Safety Building 7376 Rt. 31, Lyons, NY 14489

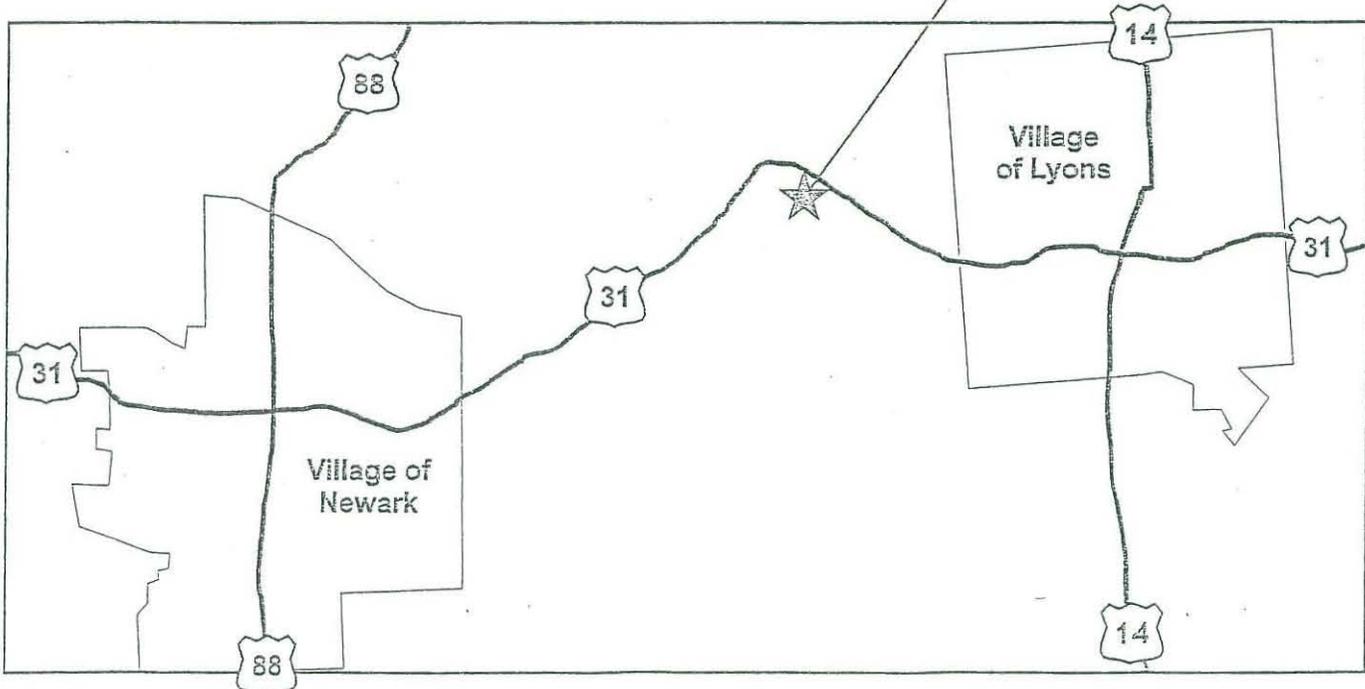
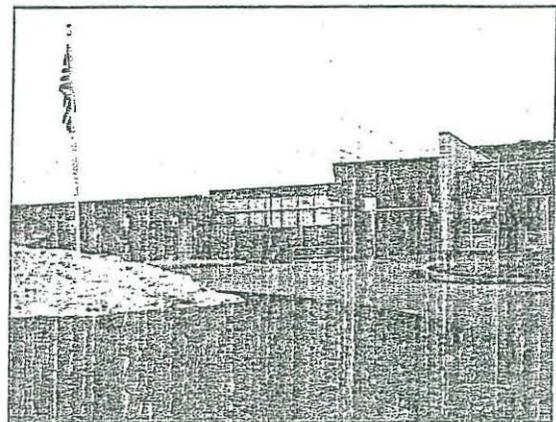
## From the East:

Travel west on NYS Route 31 through the Village of Lyons. The Dry Docks along the Erie Canal will be on your right. Watch for a sign for the "Wayne County Offices, Wayne County Campus, West Entrance" before the former Sheriff's Department. Turn left onto driveway and continue straight towards the flag pole. The Wayne County Public Safety Building will be directly in front of you. There is additional parking on the east side of the building.



## From the West:

Travel east on NYS Rt. 31 past the Blue Cut Nature Center and the former County Sheriff's Department. Watch for a sign for the "Wayne County Offices, Wayne County Campus, West Entrance". Turn right onto driveway and continue straight towards the flag pole. The Wayne County Public Safety Building will be directly in front of you. There is additional parking on the east side of the building.



# TOWN OF ROMULUS

David M. Kaiser, Supervisor  
 Terry Smith, Town Clerk  
 James I. Williamson, Highway Superintendent  
 Gordon Carroll, Councilman  
 Ralph Walborn, Jr., Councilman  
 Barbara McCall, Councilwoman  
 Kyle Collinsworth, Councilman



1435 Prospect Street  
 P.O. Box 177  
 Willard, New York 14588  
 PHONE: 607-869-9326  
 FAX: 607-869-5763  
 TTY: 1-800-662-1220  
 Email: [Romulus@rochester.rr.com](mailto:Romulus@rochester.rr.com)

## VERIFICATION OF PAYABLES RESOLUTION #20-12

**WHEREAS**, the vouchers numbered 83 through 111 have gone through the proper auditing process, now therefore be it

**RESOLVED**, that said bills be approved for payment.

These Resolutions shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

Motioned by:

Seconded by:

	<i>Yea</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
Councilman Carroll	[    ]	[    ]	[    ]	[    ]
Councilman Walborn	[    ]	[    ]	[    ]	[    ]
Councilwoman McCall	[    ]	[    ]	[    ]	[    ]
Councilman Collinsworth	[    ]	[    ]	[    ]	[    ]
Supervisor Kaiser	[    ]	[    ]	[    ]	[    ]

Carried

The Resolutions were thereupon duly adopted.

March 21, 2012

Terry L. Smith, Town Clerk  
 Town of Romulus

# TOWN OF ROMULUS

David M. Kaiser, Supervisor  
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## ACCEPT AUDIT OF MONTHLY COURT RECORDS RESOLUTION #21-12

**WHEREAS**, the court records for the month of January 2012 have been through the proper auditing process, therefore be it

**RESOLVED**, that said records be approved

This Resolutions shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

Motioned by:

Seconded by:

	<i>Yea</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
Councilman Carroll	[    ]	[    ]	[    ]	[    ]
Councilman Walborn	[    ]	[    ]	[    ]	[    ]
Councilwoman McCall	[    ]	[    ]	[    ]	[    ]
Councilman Collinsworth	[    ]	[    ]	[    ]	[    ]
Supervisor Kaiser	[    ]	[    ]	[    ]	[    ]

Carried

The Resolutions were thereupon duly adopted.

March 21, 2012

Terry L. Smith, Town Clerk  
 Town of Romulus

# TOWN OF ROMULUS

David Kaiser, Supervisor  
 Terry Rose-Smith, Town Clerk  
 James I. Williamson, Superintendent of Highways  
 Kyle Collinsworth, Councilman  
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## AUTHORIZE CLERK TO ADVERTISE RESOLUTION #22-12

**RESOLVED**, the Romulus Town Board hereby authorizes Supervisor David Kaiser to put together a description for bidding out the mowing of the Town Hall and Hernon Park and be it

**FURTHER RESOLVED**, the Romulus Town Board authorizes the Town Clerk to advertise to accept sealed bids until April 16, 2012 and be it

**FURTHER RESOLVED**, the bids will be opened at the next regular town board meeting scheduled for 7:30 p.m. on the 18<sup>th</sup> day of April, 2012.

This Resolutions shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

Motioned by:

Seconded by:

	<i>Yea</i>		<i>Nay</i>		<i>Absent</i>		<i>Abstain</i>	
Councilman Carroll	[	]	[	]	[	]	[	]
Councilman Walborn	[	]	[	]	[	]	[	]
Councilwoman McCall	[	]	[	]	[	]	[	]
Councilman Collinsworth	[	]	[	]	[	]	[	]
Supervisor Kaiser	[	]	[	]	[	]	[	]

Carried

The Resolutions were thereupon duly adopted.

March 21, 2012

Terry L. Smith, Town Clerk  
 Town of Romulus

# TOWN OF ROMULUS

David Kaiser, Supervisor  
 Terry Rose-Smith, Town Clerk  
 James I. Williamson, Superintendent of Highways  
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## ROMULUS VOLUNTEER FIRE DEPT. BINGO LICENSE RENEWAL RESOLUTION #23-12

**RESOLVED**, that the Town Board of the Town of Romulus does hereby accept and approve the Romulus Volunteer Fire Department's Bingo License #607 for a twelve week period from April 3, 2012 through June 26, 2012

This Resolutions shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to vote on roll call, which resulted as follows:

Motioned by:  
 Seconded by:

	<i>Yea</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
Councilman Carroll	[    ]	[    ]	[    ]	[    ]
Councilman Walborn	[    ]	[    ]	[    ]	[    ]
Councilwoman McCall	[    ]	[    ]	[    ]	[    ]
Councilman Collinsworth	[    ]	[    ]	[    ]	[    ]
Supervisor Kaiser	[    ]	[    ]	[    ]	[    ]

Carried

The Resolutions were thereupon duly adopted.

March 21, 2012

Terry L. Smith, Town Clerk  
 Town of Romulus

Account#	Account Description	Fee Description	Qty	Local Share
A1255	Conservation	Conservation	1	1.60
	Marriage License	Marriage Fee	1	17.50
	Misc Fee	Certified Copies	4	40.00
			<b>Sub-Total:</b>	<b>\$59.10</b>
A2540	Wagering Fees	Bingo Proceeds	7	60.25
			<b>Sub-Total:</b>	<b>\$60.25</b>
A2544	Dog Licensing	Female, Spayed	6	30.00
		Female, Unspayed	2	20.00
		Male, Neutered	3	15.00
		Male, Unneutered	3	30.00
			<b>Sub-Total:</b>	<b>\$95.00</b>
A2555	Building Permits	Building Permit	2	50.00
			<b>Sub-Total:</b>	<b>\$50.00</b>
			<b>Total Local Shares Remitted:</b>	<b>\$264.35</b>
Amount paid to: NYS Ag. & Markets for spay/neuter program				24.00
Amount paid to: NYS Environmental Conservation				27.40
Amount paid to: State Health Dept.				22.50
<b>Total State, County &amp; Local Revenues:</b>		<b>\$338.25</b>	<b>Total Non-Local Revenues:</b>	
			<b>\$73.90</b>	

To the Supervisor:

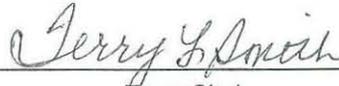
Pursuant to Section 27, Sub 1, of the Town Law, I hereby certify that the foregoing is a full and true statement of all fees and monies received by me, Terry L. Smith, Town Clerk, Town of Romulus during the period stated above, in connection with my office, excepting only such fees and monies the application of which are otherwise provided for by law.

Supervisor

Date

Town Clerk

Date



3/1/12