

Regular Meeting of the Town Board of the Town of Van Buren, held on February 5, 2025 at 7:00 pm at the Van Buren Town Hall, 7575 Van Buren Road, Baldwinsville, New York.

Mr. Michael Burke	Councilor
Mrs. Jennifer Sullivan	Councilor
Mr. Robert Grover	Councilor
Mrs. Wendy Van Der Water	Supervisor

Absent: Ms. Darcie Lesniak, Councilor  
Mr. Roger Hand, Councilor

Also Present:

Ms. Nadine Bell	Town Attorney
Mr. Jason Hoy	Town Engineer
Mr. David Blaisdell	Acting Highway Superintendent
Ms. Lynn Precourt	Town Clerk

Pledge of Allegiance and Roll Call.

Approve Meeting Minutes of Regular Town Board Meeting on January 15, 2025:

037-25-000 MOTION BY Mr. Grover, seconded by Mr. Burke, to approve the minutes of the Regular Town Board Meeting on January 15, 2025 as published.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Citizens Comments:

Mr. Tom Rasbeck, 24 Commene Road, said he wanted to remind the Board of the people who were at the last meeting opposed to the zone change proposed by Eldan Homes. He said R-15 or R-20, as proposed now, the people who live there do not want this development.

Ms. Sheila Johnson, 114 Commene Road, said she is here to let the board know that she is opposed to the proposed zone change by Eldan Homes to R-20. She said there are many issues with traffic, drainage, etc. and they do not want additional development, particularly near the river.

Approve Budget Transfers:

038-25-007 MOTION BY Mrs. Sullivan, seconded by Mr. Grover, to approve the following budget transfers:

FROM:	HIGHWAY RESERVES	\$ (20,317.00)
FROM:	HIGHWAY FUND BALANCE	\$ (10,884.00)
TO:	DB.5130.0202 HIGHWAY EQUIPMENT	\$ 31,201.00
		<b><i>(Balance of approved 10 Wheeler Truck)</i></b>

FROM:	HIGHWAY RESERVES	\$ (108,467.83)
TO:	DB.5130.0200 HIGHWAY EQUIPMENT	\$ 108,467.83
		<b><i>(Purchase of the already approved F550)</i></b>

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes  
Motion Carried & Adopted

Consider SEQR resolution for the 2024 Community Development project: Canton Woods Renovations:

039-25-017 MOTION BY Mr. Burke, seconded by Mrs. Sullivan, to declare the Town Board as lead agency in an uncoordinated review and issue a negative declaration with no adverse environmental impact for the Canton Woods project renovations to be completed under the 2024 Community Development Grant.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes  
Motion Carried & Adopted

Authorize the Supervisor to sign the CDBG grant awarding the \$50,000 for Canton Woods Senior Center:

040-25-044 MOTION BY Mr. Grover, seconded by Mrs. Sullivan, to authorize the Supervisor to sign the CDBG awarding \$50,000 for Canton Woods Senior Center.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes  
Motion Carried & Adopted

Appoint Jayden White as MEO effective 2/10/25 at rate per CBA:

041-25-038 MOTION BY Mr. Burke, seconded by Mr. Grover, to appoint Jayden White as MEO effective 2/10/25 at rate per CBA.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Approve \$10,884.00 to be paid out of fund balance for purchase of ten-wheel for the Highway Department:

042-25-007 MOTION BY Mr. Burke, seconded by Mr. Grover, to approve \$10,884.00 to be paid out of fund balance for the purchase of ten-wheel for the Highway Department.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Review application to Town Board for Zone Change as requested by Eldan Homes, Inc. for Tax Map No. 036.-03-21.0, request from R-40 to R-20 with possible clustering for referral to Planning Board:

Mrs. Van Der Water asked if the Board is inclined to refer this zone change request to the Planning Board; does anyone want to move forward.

043-25-052 MOTION BY Mr. Grover, seconded by Mr. Burke, to deny the zone change request from Eldan Homes for Tax Map No. 036.-03-21.0, from R-40 to R-20 with possible clustering.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Mr. Grover said there were a number of people here to address the Board at the last meeting who brought concerns of traffic and drainage issues.

Mr. Dan Barnaba, Eldan Homes, addressed the Board. He said the traffic and water issues are there now, without my construction.

Mr. Barnaba asked if his application fee will be refunded. Mrs. Van Der Water said she will look into that and let him know.

Mr. Barnaba said the proposal to change to R-20 rather than R-15 is an effort to find compromise since R-20 is not as dense.

Mrs. Van Der Water said the residents were clear they do not want this development.

Mr. Barnaba said there were 30 people who came to the public hearing, after all residents in the 300 home development were encouraged to come to the meeting.

Mr. Barnaba said he is giving the Board notice this evening he intends to clear the lot before a March deadline that protects an endangered species of bat.

Approve the commissioning of the Erie Canal sign by John Landers not to exceed \$1236.30; Board is applying for a county grant for reimbursement:

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044-25-000 MOTION BY Mr. Grover, seconded by Mr. Burke, to approve the decommissioning of the Erie Canal sign and commission a new one to be done by John Landers not to exceed \$1236.30.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Approve 2025 Staff wages for Parks Department for returning staff, per memo dated 1/29/25:

045-25-038 MOTION BY Mrs. Sullivan, seconded by Mr. Burke, to approve the following staff wages:

**Park Attendants:**

Jarred McMonagle is a 4-year employee with the Town.

Start Date: 2/1/25                      End Date: December 31, 2025                      Rate: \$18.00/hr.

Kim Saxon is a 6-year employee with the Town.

Start Date: 2/1/25                      End Date: December 31, 2025                      Rate: \$18.50/hr.

**Office Summer Help:**

Mary Beth Valentine is a 20-year employee with the Town.

Start Date: 6/1/25                      End Date: December 31, 2025                      Rate: \$18.25/hr.

**Playground Staff:**

Alicia Montague is our Playground Coordinator and has worked for the Town for 15 years.

Start Date: 2/6/25                      End Date: December 31, 2025                      Rate: \$20.50/hr.

James Precourt is a 2nd year employee with the Town.

Start Date: 2/6/25   End Date: 12/31/25      2025 wage: \$16.25/hr

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Approve revised Building Permit Fees 2025:

046-25-052 MOTION BY Mrs. Sullivan, seconded by Mr. Grover, to approve the following:

<b>Residential Structures:</b>	
Includes: Renovations, Additions, Garages, Pole Barns, Solid Fuel, Appliances, Decks, Foundations, Slabs, Generators, Chimneys, EV Units	
• Application fee includes first \$1,000 value	\$100.00
• \$8.00 for every \$1,000 thereafter	\$8.00 per
<b>Commercial Structures:</b>	
• Residential	\$100.00
• Commercial	\$200.00
<b>Sheds:</b>	

• Sheds 144 ft <sup>2</sup> or less	No fee
• Sheds > 144 ft <sup>2</sup> : Application fee includes first \$1,000 value	\$75.00
Plus \$2.00 for every \$1,000 for cost of Shed	\$2.00 per
<b>Fence:</b>	
• Residential	\$100.00
• Commercial	\$200.00
<b>Pools:</b>	
• In-ground swimming pool, spa, hot tub with or without fence	\$300.00
• Above ground swimming pool with or without fence	\$100.00
<b>Signs:</b>	\$50.00
• Plus \$3.00 per ft <sup>2</sup>	+\$3.00 per ft <sup>2</sup>
<b>Solar PV System:</b>	\$150.00
<b>Food Vending Truck Permits:</b>	\$100.00
<b>Demolition Permit:</b>	\$100.00
<b>Building Permit Issued after Construction Commences:</b>	Fee is
<b>Flood Plain Development Permit:</b>	\$200.00
<b>Burn Permit: (for 3 months)</b>	\$25.00
<b>Storage Units (Temporary for max of 6 months):</b>	\$100.00/trailer
• No more than 2 units per parcel	
<b>Fire Inspections:</b>	
• <b>Residential (unit) and Multi-Family:</b> For Initial Inspection (Includes 1 Re-Inspection)	\$100.00
• <b>Commercial (per building)</b> For Initial Inspection (Includes 1 Re-Inspection)	\$100.00
• For Additional Inspections Thereafter	\$50.00each
<b>Operating Permits:</b>	
• Industrial/ Business Use	\$200.00
• Outdoor Fireworks Display	\$500.00
• Public Events	\$100.00
• Special Events Permit	\$100.00

## Zoning and Planning Fees

<b>Zoning Information Letter:</b>	
• Residential Property	\$50.00
• Commercial Property	\$100.00
<b>Variance</b>	
• Residential Variance (Use and Area):	\$150.00
• Commercial Variance:	\$300.00
<b>Special Use Permits:</b>	
• Residential	\$200.00
• Commercial	\$750.00
<b>Site Plan/Project Plan Review:</b>	
• Residential	\$250.00
• Business / Commercial / Manufacturing / Industrial Use	\$1500.00
<b>Zone Change Requests:</b>	\$300.00
<b>Utility SWPP Review:</b>	\$250.00
<b>Subdivisions:</b>	
• 2 lots	\$150/lot
• 3 - 30 lots	\$300/lot
• 31 - 60 lots	\$350/lot
• 60+ lots	\$400/lot
<b>Zone Change:</b>	
• Planned Unit Development (PUD) Residential:	
• Under 30 lots	\$400/lot
• 31 - 60 lots	\$350/lot
• 60+ lots	\$300/lot
<b>Planned Office/ Commercial/ Industrial (POD/PCD/InP)</b>	
• Per Acre	\$1000
<b>Apartment or Townhouse:</b>	\$300/unit
<b>Park Fees (in lieu of public use):</b>	
• Minor Subdivisions (3 lots or less)	\$150/lot
• Major Subdivisions (4+ lots)	\$350/lot
• Apartments	\$250/unit

<b>Solar Development Permit:</b>	
• One acre or less	\$1,650
• Two or more acres	+\$150/acre
<b>Communication Towers (New):</b>	\$1000
<b>Communication Tower per Antenna Co-Location:</b>	\$500
<b>MS4 Development Permit (per acre):</b>	
• One acre or less	\$1,650
• Two or more acres	\$150/acre
<b>Security Bonds: <i>Determined by Engineer</i></b>	TBD

## Legal and Engineering Fees

<b>Legal Fees:</b>	As per agreement with Town Attorney
<b>Engineer Fees:</b>	\$100.00 per hour If Consultant is Required, Rate is billed directly to Applicant by Consultant.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Accept resignation of Mary Gilbert, Assessor Clerk, dated January 31, 2025; effective 5/12/25:

Mrs. Van Der Water said Mary has been here for 20 years, she is a dedicated employee and an asset to the town. She will be missed.

057-25-038 MOTION BY Mrs. Sullivan, seconded by Mr. Burke, to accept resignation of Mary Gilbert, Assessment Clerk, dated January 31, 2025; effective 5/12/25.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Approve reimbursement of boots for Code Enforcement Officer, Tim Ganey, not to exceed \$140.00:

058-25-052 MOTION BY Mr. Grover, seconded by Mr. Burke, to approve reimbursement of boots for Code Enforcement Officer, Tim Ganey, not to exceed \$140.00.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Approve contract for website services with Olex Digital:

059-25-001.1 MOTION BY Mrs. Sullivan, seconded by Mr. Grover, to approve contract for website services with Olex Digital in an amount not to exceed \$12,145.70 and authorize the Supervisor to execute the agreement, subject to review and approval of the Town Attorney.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Approve and authorize the Supervisor to sign the polling place agreement with the Onondaga County Board of Elections:

060-25-001.1 MOTION BY Mr. Grover, seconded by Mrs. Sullivan, to approve and authorize the Supervisor to execute the polling place agreement with the Onondaga County Board of Elections.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Councilor Committee Reports and Comments:

Mrs. Sullivan said they held a facilities Committee meeting last week and discussed a five year capital plan, trees in the Erie canal Park, renovations to Van Buren Central Park and discussed new programs.

Mrs. Sullivan said she has a Canton Woods Board of Directors meeting tomorrow morning.

Mrs. Sullivan scheduled a Facilities Committee meeting for February 20, 2025 at 3:00 pm at the Van Buren Central Park office.

Mr. Grover reminded residents to slow down during winter driving and be aware of the high snowbanks.

Supervisor Comments:

Mrs. Van Der Water said the Town Historian submitted an annual report for 2024 and highlighted his work. She said he will be helping with the events for the Bi-Centennial this year of the Erie Canal. She said the town is lucky to have a dedicated person in this role.

Mrs. Van Der Water said the Board received a monthly report from the Codes Enforcement Office and they have been busy with building permits, inspections and complaints.

Highway Superintendent Comments: None

Engineer Comments:

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Mr. Hoy said the County has updated it's five year Hazard Mitigation Plan. The town is required to provide information for the update and he has submitted that information.

Mrs. Van Der Water thanked Mr. Hoy for taking care of this update.

Attorney Comments: None

061-25-000 MOTION BY Mr. Burke, seconded by Mr. Grover to adjourn to the next regular Town Board meeting on February 19, 2025 at 7:00 pm.

Mr. Burke – Yes, Mrs. Sullivan – Yes, Mr. Grover – Yes, Mrs. Van Der Water – Yes

Motion Carried & Adopted

Meeting closed 7:27 pm

Respectfully submitted,

Lynn Precourt

Town Clerk

Dated: 2/6/25