

**TOWN OF SENECA**  
**PUBLIC HEARING & REGULAR MEETING MINUTES**  
June 18<sup>th</sup>, 2024

Supervisor Wickham led the Pledge of Allegiance and opened the Public Hearing on Local Law #2-2024 for the 1203 Code Administration. Supervisor Wickham offered the floor to anyone who wished to comment on this matter. With no comments for or against this Local Law, Supervisor Wickham closed the Public Hearing at 7:32 pm.

At 7:32 pm, Supervisor Wickham called The Regular Meeting to order. The June Regular meeting of the Seneca Town Board, County of Ontario, State of New York was held at 3675 Flint Road, Stanley, NY 14561 on the 18<sup>th</sup> day of June 2024 at 7:30 pm.

<b>PRESENT</b>	
Drew Wickham	Town Supervisor
Jason Mosher	Councilman/ Deputy Supervisor
Jim Malyj	Councilman
Jesse Orbaker	Councilman
Haley Eagley	Town Clerk/ Tax Collector
Shana Jo Hilton	Assessor/ Bookkeeper
Jerry Hoover	Code Enforcement Officer
Kathy Mastellar	Historian
Jim Lawson	Highway Superintendent
Randy Coolbaugh	Water Superintendent
Amanda Gibeau	Stanley Hall Gorham Ambulance

Roll Call was dispensed with a note that Councilman Keeney was necessarily absent.

**APPROVAL OF AGENDA**

Supervisor Wickham looked for a motion to approve the agenda for tonight's meeting. The approval was motioned by Councilman Mosher and seconded by Councilman Orbaker. Motion carried. Supervisor Wickham added a couple of items under Communications. Add item D. Sheen Housing Reports, E. Board of Election Term Schedule, and F. Certificate of Appreciation from the American Legion. Councilman Malyj made a motion to accept the amended agenda and that was seconded by Councilman Orbaker. Privilege of the Floor was offered, and nobody wished to speak.

**SUPERVISOR'S REPORT**

**Agricultural Business Development Updates:** The first update is regarding the Community Digester that we've mentioned in the past. The group is getting closer to putting their process through the system. Close enough that they held a meeting the other day and it was decided that it would be a good idea to give the Planning Board and Zoning Board a workshop meeting that would show them what is going on. More of an "unofficial" start to the process just to clue other boards in on the plans.

The other business development is the building that Seedway is looking to put up. We have seen preliminary site plans for it, but it has changed two or three times since we have seen it here. Again, just like the digester, they're in the very beginning and are probably a month or two out from seeking site plan approval from the Planning and Zoning Boards. Supervisor Wickham said there should not be any variances attached to this project.

Supervisor Wickham added to his report that they had a request from a resident in Hall to try and put up a sign that says "no jake brakes" on Route 14A coming North into Hall. He explained that we probably could, but it's a county road. He needs to talk to the county to see if they would allow us to do that. Supervisor Wickham said that he's not certain a sign is the answer to this issue. Councilman Mosher added that the jake brakes are very loud and are heard for a very long time right there. Amanda Gibeau added that one concern would be that there are a lot of "near accidents" right there at that intersection and that people run the stop sign right there

**TOWN OF SENECA**  
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June 18<sup>th</sup>, 2024

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frequently, indicating that jake brakes are probably necessary at times. She just wanted to add that observation.

Supervisor Wickham added one more subject to his report regarding a gentleman on Sutton Rd. who is not in an Ag. District but he's looking to have some dogs that he can breed. He doesn't really fit in the residential zone that he is currently in. He would like to be zoned Agricultural and while that might not help the situation, Supervisor Wickham will have a conversation with the planning board. He explained that even if it was zoned Agricultural, they would still need a variance to do it and there isn't a big appetite for that in this town. He just wanted to add this to let people know what is going on.

Supervisor Wickham looked for a motion to approve the Minutes for the May 21<sup>st</sup>, 2024, Regular meeting Councilman Orbaker made the motion and Councilman Mosher seconded. Motion carried.

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**COMMUNICATIONS**

All communications were reviewed and are available to view during business hours at the Town Hall upon request.

The Town of Seneca received a Certificate of Appreciation. This Certificate of Appreciation is gratefully presented to the Town of Seneca in recognition and sincere appreciation of outstanding service and assistance which contributed to the advancement of the American Legion programs and activities dedicated to God and Country. This certificate was received from American Legion Winnek Post #396 in Geneva, NY.

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**DEPARTMENT REPORTS**

**Highway:** Supervisor Wickham thanked Highway Superintendent Lawson for getting the trails out back in order and explained that he's sure other residents will also appreciate it as well.

**Water:** Water Superintendent Coolbaugh is hoping to have the new Olson Rd. Water tank online by July 8<sup>th</sup>.

**Historian:** Kathy was invited and attended a Birthday Party for Nancy Grammar who turned 100 years old.

**Stanley, Hall, Gorham Ambulance:** The ambulance squad submitted a written report which is available on the website. Amanda Gibeau added that the County EMS and Advisory Board is in the process of redoing their Mutual Aid Plan. The advisory board is having a hard time getting the Board of Supervisors to send a representative and she wanted to see if Supervisor Wickham could keep that on his radar. She also added that the Hall Fire Department redid their parking lot. Construction of the new ambulance building is scheduled to start soon, and sign and flagpole location will follow shortly after the shell is built. Amanda spoke to Highway Superintendent Lawson about "Ambulance Station Ahead" signs. She explained that being a curvy road, someone may not see or hear the lights and sirens until they're really close to the driveway- which could be dangerous for the ambulance leaving the property for an emergency call. They're also planning a ribbon-cutting/ push-in ceremony.

Supervisor Wickham looked for a motion to accept the Supervisor, Town Clerk, and CEO Financial Reports. A motion was made by Councilman and Seconded by Councilman Orbaker.

**TOWN OF SENECA**  
**PUBLIC HEARING & REGULAR MEETING MINUTES**  
 June 18<sup>th</sup>, 2024

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**NEW BUSINESS**

RES. NUMBER	TITLE	AYE	NAY	ABSENT	MOTION	SECOND
#53-24	Authorization to pay the 2024 Audited Vouchers	4	0	1	Councilman Mosher	Councilman Orbaker
#54-24	Approve Local Law #2-2024	4	0	1	Councilman Malyj	Councilman Mosher
#55-24	Deem Excess Property	4	0	1	Councilman Orbaker	Councilman Malyj
#56-24	Road Salt Reduction Program	4	0	1	Councilman Malyj	Councilman Orbaker
#57-24	Approval to Assist at Ontario County Fairgrounds	4	0	1	Councilman Mosher	Councilman Malyj
#58-24	Authorization to Utilize County Contract for Carcass Removal	4	0	1	Councilman Orbaker	Councilman Malyj

**OLD BUSINESS**

Short Term Rental Discussion: this document has been online since the last board meeting. There were extra comments that were suggested with a lot of help from Larry Townley. Supervisor Wickham explained that he put a lot of work into this and assisted CEO Hoover a lot. Supervisor Wickham thanks Mr. Townley for his work and dedication to this process.

- **Discussion Point #1:** Should language require that the owner of the property reside in New York State?
  - The board members ultimately agreed that the owner or a representative living within a 30 minute radius of the rental was fair. This section will be added to the regulations.
- **Discussion Point #2:** Should we have a live-in requirement for short-term rental properties. The owner must live in the house for 6 months prior to short-term rental Eligibility.
  - The board members agreed that this would not be added to the rental regulations.
- **Discussion Point #3:** Should we have a parking maximum per the occupancy? Ex. Parking limited to 1 car for 2 people. If occupancy is set to 6, you should have 3 spaces on-site.
  - The board agreed that as long as there is off-street parking, they were okay with not limiting this to the occupancy.
- **Discussion Point #4:** Indicate maximum number of property occupants the unit can accommodate at any time. Looking for terms and words that would prevent renters from bringing an after-wedding party back to a short-term rental property. Ex. If the max number of occupants is 8, that's the max number of people that could be on-site at any one time.
  - The board agreed that this could be very restrictive. The board members all agreed that the document keep the maximum occupancy specifically for overnight guests and still allow that people could have guests over at other times.

**TOWN OF SENECA**  
PUBLIC HEARING & REGULAR MEETING MINUTES  
June 18<sup>th</sup>, 2024

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- **Discussion Point #5:** Include terms that would prohibit anyone living outside of the main house in tents, campers, etc.
  - The board agreed that this is unnecessary to add in. The idea would have been to make sure that extra people aren't staying outside of the short-term rental in campers or tents. CEO Hoover suggested that the Maximum Overnight Occupancy for the property should take care of this issue on its own.
  
- **Discussion Point #6:** A notification letter sent to neighbors within 500 feet for every short term rental stay.
  - The board agreed that this would be a bit cumbersome. Supervisor Wickham added that if he knows that someone lives next to a Short Term Rental then they already know what is happening over there and don't need a letter for every single rental. The board agreed with that statement and decided not to add this to the regulations.

With that, Supervisor Wickham asked the board if they were ready to schedule a Public Hearing on Local Law #3-2024 for Short-Term Rental Regulations. The motion was made by Councilman Mosher and seconded by Councilman Orbaker. The Public Hearing will be held at the next regular meeting on July 16<sup>th</sup> at 7:30 pm.

**PRIVILEGE OF THE FLOOR**

Privilege of the Floor was offered, and Highway Superintendent Lawson wanted to add that Seneca Castle got their new LED streetlights. CEO Hoover added that Stanley may also have them as well because he noticed new lights in the Court parking lot.

**ADJOURNMENT**

At 8:13 pm, Supervisor Wickham looked for a motion to go into executive session regarding proposed, pending, or current litigation. The motion was made by Councilman Mosher and Seconded by Councilman Orbaker.

At 8:34 pm a motion was made by Councilman Orbaker to exit executive session. That motion was seconded by Councilman Mosher.

At 8:35 pm a motion was made by Councilman Mosher to adjourn the regular monthly meeting of the Town Board and the motion was seconded by Councilman Orbaker.

Respectfully,

Haley Eagley  
Town Clerk