

**REGULAR MEETING, VILLAGE BOARD OF TRUSTEES
MONDAY, DECEMBER 22, 2008
7:00 P.M.**

Present Mayor Bob Green, Trustees Marc Angelillo, Kathryn Carlson, Sue Jones, and Tim Lynn, Police Chief Lloyd Perkins, SFD Chief Eric Sell, Police Station Project Committee Chairman Dolmatch, Village Historian Pat Blackler, Village Attorney Mike Byrne

<u>Others</u>	Nate Robson	Skaneateles JOURNAL
<u>Present</u>	Richard Clayton	Severn Trent, Contract Operators of the WWTP
	Jayne Kelly	President, Holy Trinity Preschool
	Sue Eckhardt	Board Member, Holy Trinity Preschool
	Robert Lotkowitz	Appointee, Director of Municipal Operations

Public Hearing, Local Law No. 4 of 2008, Regulate Parking at 37 and 45 West Genesee Street

At 7 p.m., Mayor Green referenced the Affidavit of Publication from the December 10th issue of the Skaneateles Journal to consider a local law to regulate parking at 37 and 45 West Genesee Street.

(Insert Affidavit of Publication)

Mayor Green explained that the Lutheran Church had written the Village, requesting the parking changes, and he read through the proposed local law. Village Attorney Byrne noted that Sections 3 and 4 are not new or substantive, simply clarification and elimination of an inconsistency. Trustee Carlson verified that the proposal would allow for parents to queue up in front of the church to drop off their children. Parking is prohibited, but not standing. Village Attorney Byrne said the local law goes into effect upon filing with the Secretary of State. Chief Perkins said he believes the signs have been ordered. Mayor Green opened the floor for comments. Preschool Board Member Sue Eckhardt said they are most interested in the 15-minute drop-off in front of the church and Trustee Carlson noted that the additional restrictions (for 45 West Genesee Street) are to provide better visibility for the crosswalk. Preschool President Jayne Kelly assured Police Chief Perkins that the school will provide a "runner" to escort the children which hopefully will help speed things up. President Kelly also said the 7 a.m. to noon provision is good now, but next year they may offer afternoon classes, so the local law would need to be expanded and amended. The hearing was closed at 7:10 p.m. On the motion of Trustee Carlson, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to adopt Local Law No. 4 of 2008 as presented.

Minutes

On the motion of Trustee Carlson, seconded by Trustee Jones, it was resolved and unanimously carried (3-0 in favor) to approve the minutes of the Operations Meeting of December 6th as presented (Trustees Angelillo and Lynn abstained from the vote as they were absent from the meeting). On the motion of Trustee Carlson, seconded by Trustee Jones, it was resolved and unanimously carried (4-0 in favor) to approve the minutes of the Regular Meeting of December 8th as presented (Trustee Lynn abstained from the vote as he was absent from the meeting).

Bills

On the motion of Trustee Angelillo, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #14 be audited and paid as follows and the \$840 for four safety coats (Check #10492) from the meeting of December 8th be released as Trustee Angelillo did discuss the order with Foreman Bill Perkins:

General Fund	Vouchers 698 - 742	Checks 10519 - 10562	\$63,374.72
Sewer Fund	Vouchers 143 - 151	Checks 3184 - 3192	4,568.62
Water Fund	Vouchers 129 - 137	Checks 2718 - 2726	2,097.36
Electric Utility Fund	Vouchers 211 - 229	Checks 3662 - 3680	106,825.74

Legislative Breakfast

Mayor Green announced that he will attend the Onondaga County Volunteer Firemen's Association's first annual Legislative Breakfast on Saturday, February 7th, at the Solvay Fire Department.

Police Station Project (PSP)

PSP Committee Chairman Dolmatch reported that the architects are making excellent progress on the design development and he expects we'll have a full set by our target date of January 8th. Chairman Dolmatch clarified that the Village Board did decide that the site work would not be performed by Village forces, noting that the plans will be drawn to include bidding on the site work. A number of items were reviewed in the meeting with the architect today and the next committee meeting will be December 30th.

Town Water Contract

Mayor Green said there is no update on this as we are awaiting cost estimates from Stearns & Wheler (S&W) on UV treatment. Village Attorney Byrne said he'd suggested that this be kept on the agenda, if not every meeting at least once a month, so we stay focused on water rates, our rate to Village customers and our rate to the Town. Mayor Green noted that he and Marty Hubbard negotiated the contract with the Town last time. Mr. Byrne said the process begins with the Village developing a rate proposal and the sooner we get started, the better. Mayor Green said we should have S&W's UV estimate in early to mid-February.

Decommission Large Reservoir

Mayor Green reported that at last week's meeting, Bruce Famoly, Town Water Department Foreman, stated that the Town will no longer need the large reservoir (which we currently lease to the Town although the lease has expired). We have not been formally notified by the Town of their plans, but Doug Wickman (of C&S engineers) is developing a plan for the Town to comply with the EPA mandate by replacing the smaller reservoir with a new tank and that plan should be ready in a week or two. The Village needs to see the Town's plan as well, since the Town would be looking to lease land for their new tank and the Village would like to minimize the land area as much as possible. The Village has no intention of lining and covering the large reservoir, but there may be some decisions required in terms of taking it off-line. Trustee Lynn said if the Town is going to use the large reservoir while they are building their new tank, there should be a lease in place.

Dispatch Contract

Mayor Green reported that at their meeting of December 18th, the Town agreed to the revised contract amount of \$158,208.05 for 2009. On the motion of Trustee Angelillo, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Green to sign the Dispatch Contract with the Town for 2009.

SPDES Permit Modifications

Mayor Green said the DEC has proposed to modify our SPDES permit to require a limit on ammonia of 5.1 mg/l from June 1 through October 31 and 11.5 mg/l from November 1 through May 31, but we have asked that it be 11.5 year around as we wouldn't be able to achieve the summertime limit without significant process modifications at the plant. The DEC has also proposed that the Village develop a CMOM (Capacity, Management, Operation and Maintenance) Plan within 9 months of the effective date of the permit modification and we've asked that the deadline be increased to 12 months. Richard Clayton said Severn Trent should be able to assist as he has CMOMs from a couple of other municipalities and is checking the EPA's downloadable software. Village Attorney Byrne said he expects we'll hear from Sandy Lizlovs or Joanne March in mid-January.

Town Court Contract

Mayor Green noted that last year's rate for part-time Village police officers to work Town court was \$28.50 per hour and we proposed \$30 for 2009. The Town approved that rate at their December 18th

Town Court Contract (Cont'd)

meeting. On the motion of Trustee Jones, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Green to sign the 2009 Town Court Contract.

Consideration of Fee for Alarm Monitoring

Mayor Green referenced Strategic Planning Committee (SPC) Chairman Dave Card's letter of December 7th and attached committee report, recommending that monitoring of alarms for emergency responders and civic organizations be continued without any fee. Chief Perkins explained that our monitoring allows us a faster response. If we charged a fee, the user (such as Village Landing) might seek a cheaper provider for monitoring their alarm, but then emergency calls would be routed off-site. He also confirmed that the expense to more individual alarms to the new dispatch office was paid by the users. Trustee Lynn asked if there is a policy in place for accepting alarms and Chief Perkins said the Village and Town Boards would need to approve any new application for monitoring. On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to accept the SPC's recommendation that no fee be charged for alarm monitoring.

T-Mobile Modification of Antenna Facilities

On the motion of Trustee Angelillo, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Green to sign the consent letter with T-Mobile for modification of their antenna facilities, including the requirements that they paint the antennas blue, provide an as-built drawing, and have a structural engineering review performed with two copies of the review/analysis sent to the Village.

Waive County Recreation Funds to Town

On the motion of Trustee Jones, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Green to sign the Waiver of State Aid Eligibility for 2009 recreation funding to the Town of Skaneateles.

Appoint Bob Lotkowitz as Director of Municipal Operations (DMO)

Trustee Angelillo stated that the Village's extensive search for a DMO is finally concluded tonight with the appointment of town resident, Bob Lotkowitz, noting that he was selected from a large field of highly qualified engineers to head up our municipal operations of Light, Water and DPW. Mr. Lotkowitz has degrees in Engineering, Economics and Business Administration and twenty-four years of professional experience in engineering, building maintenance, and construction. He was most recently employed by Welch Allyn and also worked locally for Carrier Corporation and Cornell University. Mr. Lotkowitz is a licensed professional engineer in New York State and has served as a member of the Town Planning Board for the past 14 years. On the motion of Trustee Angelillo, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to appoint Bob Lotkowitz as Director of Municipal Operations, effective January 5, 2009, and to authorize Mayor Green to sign the contract with Mr. Lotkowitz.

Proposed Changes to Fire Department By-laws

Mayor Green reported that Fire Chief Sell and President Murphy have proposed changes to the number of fire department officers, including the elimination of the 2nd Lieutenant position and the reduction in the number of Captains to two and having them elected by the general membership. Trustee Jones commented that due to her husband's membership in the department, she will abstain from voting, but said the proposal has her full support and she hopes the membership follows their leaders. Trustee Lynn said he also endorses the proposal, but would welcome other opinions. On the motion of Trustee Lynn, seconded by Trustee Angelillo, it was resolved and unanimously carried (4-0 in favor) to endorse the proposed changes to the SFD by-laws to reduce the number of officers. Mayor Green agreed to write Chief Sell and President Murphy of the Village Board's support.

Investment Policy for LOSAP (Length of Service Award Program) Funds

Village Attorney Byrne stated that he reviewed and made minor changes to the draft investment policy provided by Glens Falls National Bank (GFNB); however, he is not certain that the use of REITS (real estate investment trusts) is appropriate. Following extensive discussion, it was agreed that Attorney Byrne will write Jim Brown of GFNB for guidance on this investment vehicle.

Cornell Students' Survey of Homes

Village Historian Pat Blackler thanked the Board for attending the Cornell Students' presentation on the homes of West Lake Street and West Genesee Street. She noted that there was fantastic coverage afterward. Mayor Green and Village Attorney Byrne both commented that the students did a great job.

Executive Session

At 8:25 p.m., on the motion of Trustee Carlson, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to enter into an Executive Session on a matter of pending litigation. The Executive Session ended at 9:30 p.m.

Performance Reviews

Mayor Green reported that he and Trustee Carlson met with Chief Perkins to review the seven goals which he had established with Trustee Jones at a meeting earlier this year: 1) all officers have had at least 8 hours of truck enforcement training; 2) truck enforcement efforts have been stepped up; 3) officers are working to get into better physical condition and there are now no smokers on the force; 4) grant funding efforts continue (truck enforcement, security cameras, etc.); 5) resolution of the parking meter issue; 6) improved morale, and 7) work on the new police station committee. In the coming year, Chief Perkins will continue work on the new police station and will update the department's accreditation file. On the motion of Trustee Jones, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to authorize the maximum bonus of \$2,500 to Chief Perkins. Trustee Carlson reported that she and Mayor Green also met with Clerk/Treasurer Sheehan and reviewed her responsibilities and accomplishments this past year and plans for next year (expanded utilization of the website and Laserfiche). Trustee Carlson complimented Clerk/Treasurer Sheehan on the accuracy of her minutes and timeliness of her financial statements, adding that when there is any problem or error, it is immediately brought to the Board's attention. Trustee Carlson noted that Audrey Clark is a good addition to the staff and Clerk Sheehan thanked Trustee Carlson for her involvement in the interviewing process. Clerk Sheehan said that cross-training remains a priority. On the motion of Trustee Carlson, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to authorize award of the maximum bonus of \$2,500 to Clerk Sheehan.

Extension of SRCT Agreement to January 31, 2009

Village Attorney Byrne and Trustee Angelillo updated the Board on the status of the transfer of the Community Center from the SRCT to PARCS and PARCS' continuing negotiations with the Town over management of the facility. On the motion of Trustee Angelillo, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Green to sign an extension of the SRCT agreement (when it's received) as it is scheduled to expire on December 31, 2008.

The meeting was adjourned at 9:40 p.m.


Sally L. Sheehan
Village Clerk