

VILLAGE BOARD MEETING MINUTES
AUGUST 8, 2013
7:30 P.M.

PRESENT: Mayor Hubbard, Trustees Jones, Lanning and Sennett, DMO Lotkowitz, SVFD Chief Sell, Police Chief Perkins, Village Attorney Byrne

ABSENT: Trustee Angelillo

Others: Carrie Chantler Skaneateles JOURNAL
Joe Genco Skaneateles PRESS

Minutes – **Resolution #2013-129:** On the motion of Trustee Jones, seconded by Trustee Sennett, it was resolved and unanimously carried (4-0 in favor) to approve the Minutes of the Regular Meeting of July 27, 2013 as presented.

Correspondence & Announcements - Mayor Hubbard reviewed the following:

- NYS DOT Letter of July 24, 2013 regarding next CHIPS Capital Reimbursement – Request no later than August 14, 2013. DMO Lotkowitz said we will have more to submit in the next round.
- Notice of Petition and Petition in connection with Ruprecht Trust vs. Town of Skaneateles Real Property Tax Assessment Review Proceeding. In response to Trustee Lanning asking which property this is, no one knew who the owner is, but did identify it as a West Lake Street property. Atty. Byrne said he could verify the owner.
- Email from Onondaga County Mayors Association President Dick Donovan – Summary of Meeting with County Executive’s Office and Legislators. Mayor Hubbard said this is important as there may possibly be a favorable outcome for villages with sharing of tax revenue. We sent the list of Capital Projects that DMO Lotkowitz prepared; the end result could be additional infrastructure funds.
- Time Warner Cable Notice to seek renewal of its cable television franchise
- Letter from Centerstate Corporation for Economic Opportunity advising that the Government Modernization Task Force at CenterState CEO, with Travis Glazier of the Onondaga County Executive’s Office, is collaborating to canvass towns and villages to identify best practices such as shared services, shared equipment, etc.

Police Department – Chief Perkins verified that the Board received the monthly statistical data for July that reported the following: 263 Calls for Service; 1 Felony; 7 Misdemeanors; 50 V&T Tickets (total); 38 Courtesy V&T’s; 1 Truck Ticket; 185 Parking Tickets; 409 Courtesy Cards; 10 MV Accidents; 3 Pers. Injury, 20 Prop. Damages; 3 Larcenies; 35 Assist Fire/SAVES; 5 Alarm Calls; 558 Property Checks; and 2 Car Lockouts. Chief Perkins said the Police Department will be taking hand gun training within the next few weeks. The Department was very busy this past month with the boat show in particular. He formally commended the officers - there were 51 extra hours in addition to regular patrols. The department is getting ready to make the move to the new Village Hall, but there is no hurry. Trustee Jones reported that Chief Perkins and Sgt. Stevens have some ideas to limit truck traffic on the park grounds during the Antique Boat Show. Chief Perkins said there is an easier way to get the boats on and off the grounds instead of driving trucks on the lawn and tearing it up. Trustee Jones said she commends them for coming up with the idea. Mayor Hubbard said there is also a commercial element showing up in the park and we need to talk to the Chamber of Commerce. As Atty. Byrne suggested, Clerk/Treasurer Couch will email Chamber of Commerce Executive Director Dove advising of these two matters that should be discussed prior to the 2014 boat show.

Director of Municipal Operations – DMO Lotkowitz reported that the DPW has been busy with paver repair, installing a post and meter in front of the Library, fixing the gasoline pump station at the DPW, and the water hydrants are almost done. Chief Perkins noted that some meters need to be washed and touched up with pain. He asked if Seasonal Laborer Short can stay on to do those. DMO Lotkowitz answered that he thinks that would work out. DMO Lotkowitz further reported that Tallcot Lane is 95% complete and the Water Department will flush and chlorinate the line tomorrow. The NYS DOH gave

verbal concurrence with the change in chlorination technique. DMO Lotkowitz said with the UV Disinfection system in place we no longer have to worry about contact time, but rather have to be concerned with off spec water. He further reported that they had the pre-bid walk through for the contractors bidding on the elevated water tank painting project - four contractors attended. DMO Lotkowitz said he reviewed the Verizon lease notification process and an addendum will be issued tomorrow. The Climate Action Plan committee met yesterday afternoon and the draft Climate Action Plan is finished. The two interns also completed the tree inventory that will be given to the Tree Committee and reported that the number of trees in the Village has doubled since 1998. Only 14 Ash Trees were found and they are healthy (but will be monitored for Emerald Ash borer). In response to Atty. Byrne, DMO Lotkowitz said he has not yet received a response from the DEC relative to the SPEDES permit renewal.

Codes Enforcement – Mayor Hubbard read CEO D’Amico’s report covering the period from July 12 – August 8, 2013 as follows: 5 Building Permits Issued (35YTD); 1 Sign Permit (YTD 6); 29 Total Inspections performed during the period, breakdown as follows: 1 Footing, 3 Insulation, 1 Fire Safety, 3 Framing, 1 Silt Fence, and 20 Misc. site visits. CEO D’Amico also wrote, “The Code Enforcement Officer would like to remind local businesses that permanent signs erected in the Village require a sign permit issued by the Codes Office. Even if you are altering an existing sign due to a change in occupancy or business name, this requires a sign permit. For questions or clarification please feel free to contact the Codes Office. Applications for sign permits can be found on the Village of Skaneateles website, or picked up in person at the Village Office. Failure to obtain a sign permit can result in your business being in violation.”

Skaneateles Fire Department – SVFD Chief Sell gave the monthly report for July, 2013 as follows: 14 Fire; 4 Rescue; 0 Water Rescue; 6 EMS (assist SAVES); 4 Mutual Aid; 28 Total calls for July; 115,37 Personnel Hours; 12.57 Personnel Average; 202 Total Calls for 2013; 5,535.48 Total Personnel Hours for 2013; 12.99 Personnel Average for 2013. 4 Drills for July consisted of Total drills; 26 Personnel Average for July; 237 Personnel Hours for July; 352.37 Total personnel hours spent on calls and drills only for July; 6,405.93 Total personnel hours spent on calls and drills only for 2013. Chief Sell said the drop in personnel average is because 7 members moved and left the department; personnel hours are extremely high.

WWTP – In Trustee Angelillo’s absence, Mayor Hubbard said the July report shows a good month, the plant was well within permit levels, and precipitation was down. DMO Lotkowitz added that maintenance was done - Seasonal Laborer Vince Merriman is engaged for the summer.

Old Business

Status of NYS LGE Grant – DMO Lotkowitz said that other than reiterating that we let a bid for painting the elevated tank (that is one of the tasks identified for the NYS LGE grant), he doesn't have anything further to report.

Status of new Village Hall Project – DMO Lotkowitz said the Police side of the building should be ready in two to three weeks, the front entrance is being worked on, the final commissioning on the HVAC was done this week, and a pre-ribbon cutting is scheduled with NYSERDA for August 24. He said he anticipates hearing from NYSERDA next week.

Status of NYSERDA Grant – DMO Lotkowitz reported that the gathered documentation relative to Tasks 1, 3 and 4 were submitted to NYSERDA along with invoices for each of the tasks. He is working with a NYSERDA representative who phoned with a few questions.

Status of fence for entrance to Creekwalk – Mayor Hubbard recalled that at the meeting of July 27 it was decided that Chief Perkins and DMO Lotkowitz would decide on the type of fence and to keep this item on the agenda. Since then Chief Perkins and DMO Lotkowitz discussed the fence, as well as Chief Perkins and Trustee Sennett. A split rail fence on both sides of the creekwalk entrance was decided on with removable bollards as it is the most economical and will look nice. Trustee Jones noted that we will be responsible for maintenance along both sides of the fence. DMO Lotkowitz said he talked with the neighbor on the west and showed him where the fence will be located - he is okay with it. Trustee Jones suggested installing the fence before the snow flies - there is no reason to wait. Trustees Jones, Lanning, and Sennett all agreed. Mayor Hubbard noted that we are back to what we originally conceived; we will talk to CEO D'Amico about applying for a building permit.

Consider Additional Bench Locations – Trustee Sennett said at the last meeting the Village Board authorized purchasing four benches. She added that there are many, many locations (i.e. Legg Hall, Community Bank, The Bakery, Johnny Angel's, etc.) that would be appropriate for a bench and the code would allow us to accept a location by Board resolution (as opposed to a Local Law). Trustee Sennett said that allows us to consider requests as they come instead of trying to contemplate them all at one time. Considering that a Local Law is not necessary, the public wouldn't have an opportunity to weigh-in, so she suggested speaking with the property owner if a bench is to go in front of their property. In response to Trustee Sennett, DMO Lotkowitz said the DPW works on the benches during the winter. Benches get re-sanded and re-stained every couple of years and are stored in the garage.

Status of Kay Kraatz Safety Concerns/Proposals Letter sent to NYS DOT Diana Graser – Mayor Hubbard said that inasmuch as Mrs. Kraatz' concerns regarded State roads, her letter was sent to NYS DOT Diana Graser. Mrs. Kraatz was copied and is aware that it was sent on.

Status of Standpipe Bid/Disinfection Treatment Technique Change – Mayor Hubbard noted that DMO Lotkowitz reported on this earlier. The bid opening is August 20, 2013 at 2:00 p.m. DMO Lotkowitz said it is a good time to bid - the contractors seemed enthusiastic to get started.

Status of UV Disinfection Project Debt - Mayor Hubbard scheduled a meeting for Monday, August 12 at 7:30 a.m. DMO Lotkowitz and Atty. Byrne indicated that they can attend; Clerk/Treasurer Couch will email Trustee Angelillo advising him of the meeting.

New Business

SFD Chief Sell's Parking Concerns – Mayor Hubbard recognized SFD Chief Sell's email relative to parking concerns and asked Chief Perkins if he had a chance to review the concerns. Chief Perkins said he had not, but did consider Jim Higbee's suggestion for a sign at the intersection of Austin & State Streets and thinks it is a good idea. We can post the sign and issue tickets as it falls under the NYS Vehicle & Traffic Law. Mayor Hubbard said Chief Perkins should review Chief Sell's points and he'd like Trustee Sennett to get involved also. Atty. Byrne said Chief Sell raised some interesting concerns and we'd need to be consistent with roads of the same width. Chief Perkins said a no parking ban on side of the street is usually best as odd/even is confusing so it is best to pick one side to restrict parking. Mayor Hubbard said there are a lot of considerations. Chief Perkins recalled that the Parkside subdivision was previously discussed, but nothing was decided. We should look at the streets with Chief Sell - we should drive them, walk them, and have recommendations at the next meeting. Mayor Hubbard suggested developing a total plan as a Local Law will be needed and we might as well "shoot it all at once". Atty. Byrne recognized that there could be some neighborhood conflict so it would be a good idea to reach out to all who will be impacted - perhaps a notice to each of the property owners. Trustee Jones said a well thought out plan will be an easier sell. Trustee Lanning said he is in favor of everyone getting a notice.

Accept Final Auctions International Bid of \$3,550 for the surplus Police Car – Chief Perkins said \$3,550 for the police car is not a bad price. **Resolution #2013-130:** On the motion of Trustee Lanning, seconded by Trustee Sennett, it was resolved and unanimously carried (4-0 in favor) to accept Final Auctions International Bid of \$3,550 for the surplus Police car.

Greenhouse Gas Reduction Proposal – DMO Lotkowitz explained that the plan includes replacing all the high-pressure sodium street light bulbs with LEDs of a warm color (to be determined). The ultimate goal is to reduce the peak load and reduce the purchase power thus driving down the cost for residents. NYS is the funding source for municipalities and it's similar to the grant for the Village Hall. In response to Trustee Lanning, DMO Lotkowitz said it is land based. We have a design, would use our labor to meet the 25% match, and it can be done over a two year period. The Municipal Board endorsed the plan and we are in a good position for the grant. A letter of endorsement from the Village Board is needed; August 12th is the deadline. DMO Lotkowitz said there is also another grant application that we'd be a part of - again, a reduction in load is the goal. We'd partner with Six Nines Power and there'd be no cost to the Village for the engineering study. Other partners include Hitachi (relative to the batteries which would store the excess less expensive power), CHA, and the Villages of Solway and Arcade. DMO Lotkowitz clarified that we'd just be donating some of his time. **Resolution #2013-131:** On the motion of Trustee Sennett, seconded by Trustee Jones, it was resolved and unanimously carried (4-0 in favor) to enthusiastically endorse DMO Lotkowitz' Greenhouse Gas Reduction Proposal.

Kerrie Hopkins Request – Trustee Jones said she'd be in favor of one concert, but wouldn't want to appear to be giving favoritism by authorizing more. She also noted that the pier is owned by the City of Syracuse, so permission would have to be sought from them. Trustee Sennett said she wouldn't want any group to take away from the Community Band either. The Board considered the dates requested and chose the last Sunday date requested to give the group time to advertise. **Resolution #2013-132:** On the motion of Trustee Lanning, seconded by Trustee Sennett, it was resolved and unanimously carried (4-0 in favor) to authorize the Skaneateles graduate musicians to play at the gazebo on Sunday, August 18, 2013 from 2:00 to 3:00 p.m. Atty. Byrne asked Clerk/Treasurer Couch to include a reminder that soliciting donations in the park is not acceptable.

City of Syracuse Utility Billing Penalties – DMO Lotkowitz noted that others paid penalties so it wouldn't be fair to waive the penalties for the City of Syracuse. **Resolution #2013-133:** On the motion of Trustee Jones, seconded by Trustee Sennett, it was resolved and carried (3-0 in favor with Trustee Lanning abstaining from the vote) not to waive the City of Syracuse's utility billing penalties totaling \$4.83, broken down as follows: \$0.13 on Acct. 50012; \$0.06 on Acct. 50440; \$0.06 on Acct. 50040; \$0.16 on Acct. 10013; \$3.16 on Acct. 10010; \$1.26 on Acct. 10011.

Five Minute recess prior to Approval of Bills 8:25 PM

Bills and Adjustments - **Resolution #2013-134:** On the motion of Trustee Sennett, seconded by Trustee Jones, it was resolved and unanimously carried (4-0 in favor) that bills from Abstract #5 be audited and paid as follows:

General Fund	Vouchers # 204-236	Checks #15196-15228	\$426,802.43
Sewer Fund	Vouchers # 53-69	Checks #4448-4464	\$ 11,379.82
Electric Fund	Vouchers # 63-74	Checks #5074-5085	\$ 20,585.46
Water Fund	Vouchers # 33-44	Checks #3573-3584	\$ 8,403.56

Adjournment – **Resolution #2013-135:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (4-0 in favor) to adjourn the meeting at 8:37 p.m.

Patty Couch
Patty Couch, Village Clerk/Treasurer