

VILLAGE BOARD MEETING MINUTES
AUGUST 22, 2013
7:30 P.M.

PRESENT: Mayor Hubbard, Trustees Angelillo, Jones, Lanning and Sennett, DMO Lotkowitz, Police Chief Perkins, Village Historian Battle, Village Attorney Byrne

Others: Carrie Chantler Skaneateles JOURNAL
Joe Genco Skaneateles PRESS
Bob Eggleston* 1391 E. Genesee Street

Minutes – Resolution #2013-136: On the motion of Trustee Jones, seconded by Trustee Sennett, it was resolved and unanimously carried (4-0 in favor with Trustee Angelillo abstaining from the vote as he was not present) to approve the Minutes of the Regular Meeting of August 8, 2013. Inasmuch as Mayor Hubbard was the only Village Board Member who attended the August 20, 2013 Bid Opening for the Elevated Water Tower Painting Project, he alone voted in favor to approve the Minutes while the Trustees abstained from the vote.

Correspondence & Announcements - Mayor Hubbard reviewed the following:

- Skaneateles Chamber of Commerce Executive Director Sue Dove's Invitation to attend their October 2, 2013 boat show meeting at 9:00 a.m. at the Sherwood. Trustee Sennett said she plans to attend; Trustee Jones indicated that she will if she's available.
- NYS Division of Criminal Justice Services Letter of July 18, 2013 reporting that based on their review of information provided through the eJusticeNY Audit Questionnaire, the Skaneateles Police Dept. is compliant with the major audit areas of Criminal History Records Information (CHRI).
- Receipt of Treasurer's Reports for June and July, 2013
- SVFD Chief Sell's letter inviting the Village Board to the Annual Inspection to be held at 77 W. Genesee Street at 8:30 a.m. Sunday, September 1 and to participate in the parade at 4:00 p.m. with line up at 3:00 p.m. also on Sunday, September 1
- Letter from Rev. Dr. Craig Lindsey for the Board of Directors of Presbyterian Manor regarding repairing/replacing the sidewalk in front of Presbyterian Manor
- Receipt of letter from Citizens Against Noise Pollution, and Jim McCabe regarding the Fire Siren. It was noted that the letter from Citizens Against Noise Pollution is unsigned and unsolicited.
- Receipt of Glens Falls National Bank LOSAP Summary Report for July, 2013

Director of Municipal Operations – DMO Lotkowitz reported that the DPW helped the Police Department with cleaning and painting parking meters, helped the Town at the Transfer Station, and did road prep. Light/Water worked on fire hydrants that are now complete, hydrant flushing, and the Tallcot Lane water main that is also now complete. DMO Lotkowitz said we received the letter from the Department of Health approving the chlorine contact time requirement and he met with them last week regarding the same. He further reported that he reviewed the SCADA system with GHD and sent some grants to the State. Trustee Jones said DMO Lotkowitz is too humble to mention Atty. Byrne's response to receiving the DOH approval. Atty. Byrne said there are many improvements from DMO Lotkowitz' efforts – the biggest improvement being in fire flow and at no cost to the Village. Atty. Byrne complimented DMO Lotkowitz on another job well done.

Village Historian – Village Historian Battle read his report as follows: *Finished up with the interior decorator for the Krebs. She selected photos from the Town Historian's files and from the Creamery's collection. They were taken to Industrial Color Labs in Syracuse for processing into digital formats and then sent to her studio in Nashville, Tenn. She was very pleased with the results. Attended a dedication of a cemetery in Elbridge commemorating 22 Revolutionary War soldiers. Did some research for a person in Michigan concerning the lake levels and the original dams. Did some research on Adele Wainwright, the wife of General Wainwright. Had a tour of a former bean processing factory in Hart Lot and located some ice cutting tools there that came from a Skaneateles barn. They will be donated to the*

Creamery. Transported the large map from and back to West Lake Conservators for preservation. It will eventually be on display in the Village Office. Village Historian Batlle said he'd like the Board to consider more permanent Historical Moments with a display for the public. He secured permission from the Creamery/Historical Society to use a display case that would be in the Village Hall lobby when everything settles down and he would be responsible for rotating the display. Trustee Lanning confirmed that the display case is free-standing; Trustee Jones said she thinks it is a great idea; Trustee Sennett recalled that former Village Historian Blackler use to display items on an easel. The Board confirmed that the Open House is October 5, 2013, concurring that it may work out to have the display in place in time for that event.

Old Business

Status of NYS LGE Grant – Mayor Hubbard noted that this topic ties in with New Business item #12 – Award Elevated Water Town Painting Project Bid. DMO Lotkowitz confirmed that no further reimbursement application will be submitted until money is spent. In response to Mayor Hubbard, DMO Lotkowitz said he talked to Town Highway Superintendent Card who confirmed that the Town is not going to do anything until after the tank is painted. They are aware of the DOH letter of approval and the emergency response plan that's in place.

Status of new Village Hall Project – Relative to the Police side of the new Village Hall, Mayor Hubbard reported that clean-up will be done in time for next Wednesday's 8:00 a.m. punch list walk through with the architects. The week after that the Police could start moving in. DMO Lotkowitz said prep work for the door locks has started, as well as work for the solar PV's last week. He added that the store front folks were here last week.

Status of NYSERDA Grant – Mayor Hubbard recalled that three applications were sent. DMO Lotkowitz said he has been communicating with NYSERDA and we should be in receipt of some grant money soon. There are no hitches.

Status of fence/Steve Krause Sign for entrance to Creekwalk – Relative to the Steve Krause sign, Mayor Hubbard said we have some pictures of the sign designed and built by Boy Scout Rex Ramsgard, Mayor Hubbard commented that it would be nice to schedule a formal dedication ceremony. Regarding the split rail fence, DMO Lotkowitz said he will apply for the building permit. This item can be removed from the agenda.

Consider Additional Bench Locations – Trustee Sennett said consideration for additional bench locations is still progressing. Clerk/Treasurer Couch reported talking to a Skaneateles High School graduate who inquired about ideas for a class gift. A bench was suggested. Trustee Jones noted that Rick Moscarito, owner of the former Village Office, does not want benches in front of the building once it is renovated because the benches would block retail displays.

Status of Kay Kraatz Safety Concerns/Proposals Letter sent to NYS DOT Diana Graser – Mayor Hubbard said that other than an acknowledgement of receipt of the letter, we have not heard anything more from the NYS Dept. of Transportation.

Status of Standpipe Bid/Disinfection Treatment Technique Change – Mayor Hubbard noted that this topic was discussed earlier.

Status of UV Disinfection Project Debt - Mayor Hubbard reported that a letter was sent August 19, 2013 to Town Clerk Janet Aaron regarding the payment of debt service by the Town for the Ultra Violet Disinfection System. The letter recognized the Town's preference to pay its portion of the debt service

cost over a 15-year period as opposed to the Village's 10-year period. A copy of Fiscal Advisors estimated schedule reflecting the payment of the Town's surcharge over 15 years, using an estimated interest rate of 2.75% was attached and an explanation of the Village's plan to impose and collect a surcharge from its Village customers beginning with water bills generated on October 1. Additionally, as an accommodation to the Town, the letter explained that the Village will bill the Town for its surcharge payments 60 days prior to the bond principal and interest payment due on October 1st and interest payment due on April 1st.

Status of Chief Sell's Parking Concerns – Chief Perkins said he reviewed the 2011 notes which were taken with former Trustee John Crompt. He noted that the Parkside subdivision has two proposed hammerheads (turn rounds), one at the end of Sinclair and the other at the end of Orchard. He said he recommends that there be no parking in the hammerheads and thirty feet in the approach and egress from. The other 2011 recommendations still look good. They are 1) no parking on the west side of Orchard, 2) no parking on the north and west sides of Sinclair (around the curve), 3) no parking on the north side of Packwood Place, 4) no parking on either side of Packwood Place from the last curb cut east to Fennell Street (includes over the bridge and curves), and 5) no parking on the east side of the street that intersects with Sinclair on the west. Chief Perkins said that while the Parkside subdivision is ready to go, he wants to look at other sections of the Village and talk more extensively to Chief Sell. Chief Perkins said he does suggest a "No Parking Here to Corner" sign at Academy approaching State Street from the west and one at West Elizabeth approaching Jordan Street from the west. Atty. Byrne said we will have a Public Hearing for the Local Law that is easy to draft. Clerk/Treasurer Couch said we can anticipate receipt of a letter relative to parking at the Lutheran Church. Chief Perkins said he will look at that area again and will ask Sgt. Stevens to do the same. Trustee Jones recognized that once the Krebs re-opens, we may have to re-visit parking in that area.

New Business

Award Elevated Water Tower Painting Project Bid – Atty. Byrne confirmed that he reviewed the bids and DMO Lotkowitz said he talked to the low bidder who wants to start the week after Labor Day and that will give us time to drain the tank. Atty. Byrne noted that six bids were received with the lowest at \$57,000. It was apparent to DMO Lotkowitz that Benjamin Construction's low bid was probably in error. After faxing the results to Benjamin Construction and talking to a representative, they withdrew their bid. That left five bidders with Rockwood Corporation the lowest. Atty. Byrne said there was an issue of not submitting the required Non-collusive bid form that states that the prices in the bid were arrived at independently without collusion, consultation, communication, etc. While Rockwood Corp. did not include the Non-collusive (two other bidders did not either), they did submit one the next day. Atty. Byrne said the failure to include the Non-collusive bid form was an oversight and the Village Board has the ability to waive that informality. He said he recommends awarding the bid to Rockwood Corporation. **Resolution #2013-137:** On the motion of Trustee Jones, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to award the Elevated Water Tower Painting Project Bid to Rockwood Corporation in the amount of \$92,131.00. Atty. Byrne said we want the Bonds and Insurance Certificates as quickly as possible. DMO Lotkowitz said he will contact Rockwood Corp. tomorrow.

Presentation by Bob Eggleston – Mayor Hubbard recognized Architect Bob Eggleston* who arrived to give a presentation about an option for the installation of the fire siren on the old S.A.V.E.S. building. It was noted that this was the first time a presentation was being given on the recently installed projector and screen. Architect Eggleston displayed a sketch of the south elevation and the east of the proposal to put a cupola on the existing building that is in reasonably good shape with legitimate life. He said that builder David Lee agrees that the building is structurally sound. Architect Eggleston said a simple metal frame would be attached to the existing frame, a cupola built with louvers around it, and the fire siren within the cupola. He said he thinks a cupola would not only house the siren, but would also enhance the appearance of the building. Architect Eggleston said Mr. Lee does not have any hard numbers on the cost, but we are talking a couple thousand dollars, not tens of thousands. Trustee Sennett

said she finds it interesting that both Mr. Eggleston and Mr. Lee find the building sound – that is an important consideration. Mr. Eggleston said a cupola with a forty-year life is appropriate for the building as well as an appropriate investment. In response to Trustee Lanning, Mr. Eggleston said the roof is higher than Tops, the Village Hall, and the apartments. Jorge Batlle asked if they considered the tremendous torque – Mr. Eggleston said they have. Chief Perkins asked about power – DMO Lotkowitz said we can find a way to make it work. In response to DMO Lotkowitz asking about access, Architect Eggleston said yes, but the louvers will not be adjustable. Trustee Jones said she'd be interested in pursuing the cupola to house the siren that will be put back up and used on a limited basis as Chief Sell outlined. The Board thanked Architect Eggleston.

Five Minute recess prior to Approval of Bills 8:13 PM

Bills and Adjustments - Resolution #2013-138: On the motion of Trustee Jones, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #6 be audited and paid as follows:

General Fund	Vouchers # 237-271	Checks #15229-15262	\$227,822.82
Sewer Fund	Vouchers # 70-76	Checks #4465-4471	\$ 2,720.15
Electric Fund	Vouchers # 75- 85	Checks #5086-5096	\$119,577.64
Water Fund	Vouchers # 45-51	Checks #3585-3591	\$ 2,087.99

In discussing the bills, Trustee Lanning noted that the bills included one-time set-up charges for Verizon VIOS and a security line for the new Village Hall.

Executive Session – Resolution #2013-139: On the motion of Trustee Sennett, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to enter into an Executive Session to discuss a personnel matter. **Resolution #2013-140:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to end the Executive Session at 8:58 p.m.

Adjournment – Resolution #2013-141: On the motion of Trustee Sennett, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 8:58 p.m.


 Patty Couch, Village Clerk/Treasurer