

**VILLAGE OF SKANEATELES  
MUNICIPAL BOARD  
MINUTES OF REGULAR MEETING – June 18, 2013**

**Present:** Chairman Peter Moffa, Commissioner Hall. DMO Lotkowitz. Village Trustee James Lanning

**Absent:** Commissioner Blackler, Advisor Dienst

**Minutes:** On motion of Comm. Hall, seconded by Chairman Moffa, the minutes from the meeting of May 22, 2012 were approved unanimously by the members present as submitted.

Chairman Moffa called the meeting to order at 7:02 pm. Chairman Moffa and DMO Lotkowitz discussed organizing the Commission's responsibilities into categories, and having a Commissioner assume lead responsibility for a particular area. DMO suggested doing it by Department: Electric, Water, Sewer, Public Works, etc. This will receive further consideration when the full group is available.

**AMR** – DMO Lotkowitz said that only a few meters had been installed since the May meeting. Competing priorities have occupied available staff time.

**Community Center** – DMO noted an upcoming meeting on Friday June 21, 2013. This meeting is to review where the conversion project stands. DMO Lotkowitz said that at the last meeting, he had reviewed the bill that the Community Center would receive for establishing the service. Chairman Moffa said that CC had conducted a lighting audit. He noted that the many square fixtures at the Center are 160 W each, even as fluorescent fixtures. Replacement with more efficient lighting, like LED, might be quite an outlay, but could represent significant savings. DMO noted that the new Village Office did a calculation of energy usage per square foot, and determined that lighting would represent 0.5W/SF, as opposed to a more normal level of 2 W/SF.

Central New York Regional Planning & Development Board has stated that it is possible to expedite a grant for lighting prior to the conversion to the Village system. DMO believes that the parties have met. This is important since the Community Center does not appear to have ready funds for capital expenditures. DMO noted his personal experience in retrofitting his house with 12 CFLs and 8 LED downlights, and has achieved a 26% reduction in usage. Both DMO and the Chairman were part of teams in a recent sustainability demonstration project.

The construction costs associated with serving the Community Center have been estimated to be \$173,100.

**URD Serv.-Fennell/Jordan Streets Design** - DMO Lotkowitz reported that the estimates for this improvement are out in front of the Village Board. He included those costs (\$1,060,000) in his list of potential capital projects submitted recently, in response to a request from the Board

for a prioritized list. Also included were the potential new electric substation and the water line replacements for fire flow improvement, parking lot improvements at the new Village Office. DMO asked if the Municipal Board had any other suggestions to add. Chairman Moffa asked that the electric projects be considered in the context of the Electric System Master Plan. Commissioner Hall suggested the inclusion of the dry hydrants which had been identified in previous meetings as a potential fire flow enhancement.

**Master Plan of Village Electric System** – Summer interns working at CHA, have gotten the data gathered and have provided it to DMO Lotkowitz. Chairman Moffa asked that the data be provided to the members of the Board for review. Chairman Moffa will then personally approach Alan Dolmatch to see if he is willing to continue his drafting of the Master Plan.

**LED Street Lighting** – DMO Lotkowitz has commented in the past that the LED streetlights have been demonstrated to work and use less energy. The current vendor of street lighting for the Village, Spring City, makes LED conversion kits for the ornamental fixtures. Their quotation was \$927 per unit; a direct replacement for the fixture that is on our metal poles. No quote has been received yet for the fiberglass poles, such as those in Parkside. The kit consists of a brand-new luminaire and a black cap housing all the electronics. They are designed for heat dissipation as well. They are willing to provide a number of fixtures for 90 days to conduct a demonstration. Comm. Hall suggested that we get on with the demo process. DMO indicated that they have the ability to mimic different colors/tones of lighting, such as the high-pressure sodium. Equivalent spatial and foot-candle intensities will duplicate the performance of the h-p sodium. Chairman Moffa suggested that a softer light might be more pleasing; Comm. Hall suggested duplicating what Auburn has already deployed. DMO believes that is a whiter light appearance. Comm. Hall stated that the Board seems to be in favor of conducting such a trial and encouraged DMO to proceed. This might also be added to the capital projects list discussed earlier. The Village has approximately 100 ornamental and 250 cobra head fixtures. Trustee Lanning expressed support.

**Parkside Subdivision, Section 4** – On the new Section of Parkside Subdivision that is before the Planning Board, the MB has concluded that there are no water issues. Chairman Moffa asked if there were more retention ponds in this section; they are planning to use the existing ponds. Chairman Moffa noted that there is little flow through the ponds unless there is water standing on the streets during a heavy rain. He is concerned that a lack of flow can give rise to mosquito breeding and the accompanying mosquito-borne illnesses. If one of the hillside rivulets could be directed to a pond, it could provide enough flow to keep the water moving.

Chairman Moffa indicated that a Home Owners Association is currently formed but not yet turned over. The annual dues are being held in escrow by the developer; that money is used to mow the public lawns and sidewalk areas, and, according to Dr. Ellstein, to pay for the electricity to run the pump (but DMO Lotkowitz confirmed that the Village is covering this cost). The creek walk is not being maintained by anyone, including the HOA; the developer claims it is the Village's responsibility since it has been dedicated over. Chairman Moffa thinks at some point the Village and Dr. Ellstein are going to have to come to a resolution. The developer says that he must have sold a certain percentage of lots and the Association must have officers in place before it can be operational on its own.

**Water System Asset Management Plan and Study** – The DMO’s 5/15/13 letter to County Health Department regarding their water pressure concerns stated what actions had been taken to date and posited the impact of changes recommended by GHD in their recent work. This reply included the possibility of reducing the required chlorine contact time based on the installation of the UV disinfection system and the chlorination being performed by the City of Syracuse at the intake. That would allow the valve to be opened, providing pumping pressure into the distribution system, with GHD’s calculations showing an improvement in fire flow during a fire event. At the follow-up meeting on May 23, the Health officials indicated general agreement with what the Village proposed to do, they requested an update to the Emergency Response Plan. DMO has done that, including specifics regarding the need for chlorination for water purity. DMO is anticipating that the County will agree with the Village’s proposals.

In order to provide for the direct feed to the distribution system, a qualified technician would have to start the flow, and the valve needs to be actuated. Comm. Hall suggested that the operation of this system be tested as soon as County Health Department signs off on the plan. Chairman Moffa asked that copies be provided to MB members and Chief Sell.

**Status of new Village Hall** - DMO Lotkowitz advised the Board that the June meeting will be held at the new Village Hall. Planned moving dates are July 2 for planning & zoning; July 8 & 9 for the Village Hall. DMO is making a presentation at the MEUA meeting being held in Skaneateles on June 26. Chairman Moffa and Trustee Lanning indicated their interest in attending.

DMO spoke to the site plan and what plans are for the ultimate development. There are rain gardens, porous pavement and curbing all around. The Village intends to install LED parking lot lighting. Chairman Moffa reported that Onondaga County is having problems with disintegration of porous pavement. Chairman Moffa will try to get a contact for DMO. The Board reviewed the renderings prepared by QPK to illustrate the planned development. Trustee Lanning asked if there would be an opportunity for memorial benches and trees. The Board asked if the Tree Committee would be involved in the selection process.

**Climate Action Plan** – The Village has two summer interns provided by the Central New York Regional Planning & Development Board working on a climate action plan. The staff will be reviewing the plan and developing strategies that are feasible for the community. Currently, as part of the deal they are updating our tree inventory, a task which has not been done since 1999, an important part of our strategies for carbon dioxide sequestration. One of the proposed goals is net-zero municipal operations. The interns are working out of the DPW.

**Proposed Senior Living Center** – Comm. Hall brought up the newspaper article suggesting annexation into the Village. The Board briefly discussed the implications given the turn down of Victory Sports for Village services.

**Next meeting** – The Board agreed to hold its next meeting on Wednesday July 24. On motion of Comm. Hall, seconded by Chairman Moffa, the meeting was adjourned at 8:05 pm.

Respectfully submitted,

Dennis Dundon, Clerk to the Boards