

VILLAGE OF SKANEATELES
BOARD OF TRUSTEES
REGULAR MEETING
THURSDAY, OCTOBER 24, 2013

PRESENT: Mayor Hubbard, Trustees Jones, and Sennett, DMO Lotkowitz, Village Attorney Byrne, Police Officer Keith Gates

ABSENT: Trustees Angelillo and Lanning

Others: Carrie Chantler *Skaneateles Journal*
Jonathan Monfiletto* *Skaneateles Journal*
Joe Genco* *Skaneateles PRESS*
Dave Colegrove 22 Fennell Street
Scilla Gadjo 3319 East Lake Road

Minutes - Resolution #2013-162: On Motion of Trustee Sennett, seconded by Trustee Jones, it was resolved and carried (3 -0 in favor) to approve the minutes of the Regular Meeting of October 10, 2013 as submitted. In discussing the Minutes, Trustee Sennett commented that Clerk/Treasurer Couch did a good job with the Minutes.

Correspondence & Announcements – Mayor Hubbard noted the following:

- Glens Falls National Bank LOSAP Account Summary for September, 2013
- John Wopperer Letter of interest in Vacant Planning Board position
- Onondaga County Dept. of Finance letter advising that the Village Infrastructure Improvement Program Annual Report is due no later than November 1, 2013. DMO Lotkowitz confirmed that he is working on the update and will get it submitted.
- Notice from Tobacco Free Onondaga County relative to the NYS Law Banning Smoking on Playgrounds took effect on October 10, 2013
- Cornell University Cooperative Extension Onondaga County NY Master Watershed Steward Program
- Notice from Sprint/Nextel that they will be terminating Nextel's lease of their telecommunications facility. DMO Lotkowitz said they gave him a pass code to their building that may be of some value to the Village. Atty. Byrne advised there are termination terms and obligations in the Lease. DMO Lotkowitz asked if they'd have to remove all of their equipment. Atty. Byrne said at a minimum they should take their equipment off the water tank. DMO Lotkowitz said there is power, heat/cooling, etc. in the building and an empty building would be desirable. Mayor Hubbard said there may be some trade-off. Atty. Byrne said he will review the termination section of the lease as it sounds like there is some value to the structure. He noted that this is the first termination of the five cellular company leases.
- Syracuse Metropolitan Transportation Council (SMTC) letter regarding 2014-2015 Unified Planning Work Program (UPWP)
- Email from Peter Moffa regarding the Parskide Creek Walk maintenance. DMO Lotkowitz said the Village has been down the creek walk with a mower before and wonders if the Town could help with one of their larger pieces of equipment. Mayor Hubbard said it is the Village's obligation to maintain the creek walk and we should have a plan. Atty. Byrne added that with the easement over the creek walk conveyed to the Village by the owner, comes an obligation for a plan of inspection and maintenance. It is not the homeowners association's responsibility. It was noted that there has not yet been a formal dedication of the Steve Krause Creek Walk; Clerk/Treasurer Couch will flag May, 2014 to schedule a dedication.
- Letter from David Colegrove regarding 22 Fennell Street. Mayor Hubbard noted that a letter was sent to the property owner, Ron Patulski, back in June. Atty. Byrne confirmed that he has been in contact with Mr. Patulski and proposed that the Village would be willing to recognize and allow the substantial area that encroaches on Village land with two concessions as follows: 1) Mr. Patulski grant the Village an Easement for public access so that patrons of the Post Office, and residents of Mr. Patulski's apartment building, could exit those properties onto the Village's property as a means of getting to Fennell Street, thereby lessening congestion at the Post Office site, and 2) relocate the trash dumpster to a new location that is not on Village land as it currently is. Atty. Byrne said

Mr. Patulski has resisted both; an email was sent today informing Mr. Patulski that the Village needs him to act. Mr. Colegrove said it is a classic failure of communication. Atty. Byrne's June letter was helpful, conciliatory, respectful and concise, but Mr. Patulski was confused and thought that his occupants were opposed to the drive thru - Mr. Colegrove said they are not. What they need most is to have the fence removed and preferably before snow removal season. Mr. Colegrove said they agree that the dumpster should be moved and replaced with three or so wheeled canisters. The dumpster is not needed and actually used by others. "Normal" trash can be easily accommodated with trash receptacles at the south or north end of the building. Mayor Hubbard said the Village will be developing some screening. Mr. Colegrove said he thinks space at the south end of the walk should be cleared for trash canisters. He said he will draft a letter for Mr. Patulski to sign. Atty. Byrne said we will work with Mr. Patulski, but we won't negotiate against ourselves. Trustee Jones commented that she thinks Mr. Colegrove's involvement will be helpful. Mr. Colegrove said getting the property line resolved will lift a big weight off the shoulders of the occupants. Atty. Byrne said Mr. Patulski can resolve this quickly by agreeing to the two items. Mr. Colegrove added that the tenants would also like to have access to Village Hall parking when they have guests - 10 parking spaces is not always enough for the 12 units sharing the parking. Atty. Byrne responded that Mr. Colegrove should be aware that parking for tenants of specific buildings is a dicey subject - it is a difficult issue. Mr. Colegrove said Atty. Byrne's well-written letter in June should have been the catalyst to get these matters resolved.

- Letter from Rob & Denise Schoeneck regarding a large tree located on the Austin Street side of their home. DMO Lotkowitz said Bartlett Tree Service looked at the tree - it is not in imminent danger, but it will be put on the list to attend to. Trustee Jones said she would hate to lose the tree, but if it needs to come down, the sooner the better to get a new one planted. DMO Lotkowitz said they are keeping a "running tab" on all Village trees - ribbons will be put on the ones that need to come down and notification will be given to property owners. DMO Lotkowitz also advised that the resident at the corner of Austin and State Streets approached him and there is another potential removal.

- GFNB letter - Trust and Investment Group Third Quarter 2013

- Invitation to march in the CNY Veterans Parade and Expo - noon, November 9, 2013, at the NYS Fairgrounds.

Trustee Jones noted that the Girls' Lacrosse Association has a ceremony in the park.

- Email from Mottville Fire Chief Geoffrey Pitman

* Joe Genco arrived

Proposed Austin Park Baseball - In response to Mayor Hubbard, Atty. Byrne said the Village waived fees before and named the tennis courts and playground projects as a couple of examples. **Resolution #2013-163:** On the motion of Trustee Jones, seconded by Trustee Sennett, it was resolved and unanimously carried (3-0 in favor) to waive the site plan approval fee and building permit fee for the proposed Austin Park baseball fields project. In discussing the motion and in answer to Mayor Hubbard, Mrs. Gadjoo said she was present at the request of her husband and didn't have any other topic for discussion. She admitted that she didn't even know that the Board could waive the fee, but certainly appreciates it.

Director of Municipal Operations - DMO Lotkowitz reported that brush season is upon us and the DPW has also been tending to tree removal. The Electric/Water Department has been working in Parkside and at the Community Center. *Jonathan Monfiletto arrived. At the request of Trustee Jones, DMO Lotkowitz clarified that leaf pick-up will continue until the snow flies. Technically brush pick-up ended, but we won't leave it. Trustee Sennett said the crews are doing a great job.

Status of NYS LGE Grant/Elevated Water Tower Painting Project - DMO Lotkowitz reported that we met within the past week to discuss the change order and the report on the interior. We are evaluating and weighing our options now so that we can make an informed decision. The exterior of the elevated water tower is sealed and we have at least ten years before additional work will be required.

Status of new Village Hall Project - DMO Lotkowitz said we are meeting weekly to reduce the items on the punch list and are down to odds and ends to complete. Mayor Hubbard said the contractors have remained engaged. In response to Trustee Jones, DMO Lotkowitz confirmed that the second "L" on the Village Hall signage is illuminated.

Status of NYSERDA Grant – DMO Lotkowitz said basically the project is done, so we can work on submitting bills for reimbursement. Mayor Hubbard reiterated that NYSERDA will come for an audit at some point.

Status of Consideration of Additional Bench Locations – Mayor Hubbard reported that Jorge Batlle provided a list of ten suggested sites for memorial benches as follows: * next to #21 on the north side of the outlet bridge; * front of the Seitz Building, Genesee Street side; * front of 9 East Genesee Street, east of the stairs; * front of Angel's to replace private bench that's there; * front of 46 East Genesee Street, in brick area, back to back, facing east and west; * rotate #12 (front of 40 E. Gen. St. between sidewalk and curb) to face either east or west; * front of Legg Hall, possible 2 or 3 locations; * at new Village Hall, 26 Fennell (confirm with exterior designers); * front of City of Syracuse gate house. Now that we have the recommendations, we can pass along the locations to those interested in purchasing a bench. DMO Lotkowitz said over the past couple of years, with the mild winters, we have left some benches out and refinished others as necessary.

Status of UV Disinfection Project Debt – Mayor Hubbard reported that Clerk/Treasurer Couch calculated the new UV Disinfection debt surcharge rate; the average customer, consuming 800 cubic feet of water per month, will pay \$1.65 more per month for UV Disinfection debt than they did for CT debt. Bills sent out at the end of this month will include the \$0.00551 per Cu. Ft. UV Disinfection surcharge rate. Mayor Hubbard noted that the BOND will be paid over ten years instead of the Village's more typical twenty-year schedule and the increase per cubic foot is very modest.

Status of Chief Sell's Parking Concerns (including Holy Trinity Lutheran Church and Preschool request to consider changing the parking restrictions in front of the church and preschool) – Police Officer Keith Gates said he didn't have an update.

Consider Village Hall Common Area Accessibility – Mayor Hubbard said Chief Perkins had a discussion, but exact hours have not been established.

CGI Communications Cost-free Community Video Network – DMO Lotkowitz said he followed-up and reported that there'd be a link on the Village's website. CGI Communications films various community places, free of charge, and earns their money from shop owners/businesses that decide to be sponsors. Trustee Jones said she thinks it would be better suited to the Chamber of Commerce's website. Atty. Byrne noted that there isn't any stream of revenue for the Village. Mayor Hubbard and Trustee Jones concluded that they don't have an interest; Trustee Jones said she thinks there'd be some visitors to our website that might perceive and be critical that the Village is favoring and/or promoting certain establishments and not others.

Notice of Public Hearing for CIP – Resolution #2013-164: On the motion of Trustee Jones, seconded by Trustee Sennett, it was resolved and unanimously carried (3-0 in favor) to authorize publication of notice of public hearing at 7:30 p.m. on November 14, 2013 to consider an application for a Critical Impact Permit submitted by Jason Slottje for a Change of Use (Re-development) for the property addressed as 25 Jordan Street.

Halloween Curfew – Trustee Jones said she didn't think to ask for this topic to be on the agenda, but suggested that the Board decide on a curfew. **Resolution #2013-165:** On the motion of Trustee Jones, seconded by Trustee Sennett, it was resolved and unanimously carried (3-0 in favor) to establish a 9:00 p.m. curfew on Halloween night.

Five Minute Recess – at 8:20 p.m., Mayor Hubbard announced that after the recess the Board will review and approve the bills.

Approval of Bills - Resolution #2013-166: On the motion of Trustee Sennett, seconded by Trustee Jones, it was resolved and carried (3-0 in favor) that bills from Abstract #10 be audited and paid as follows:

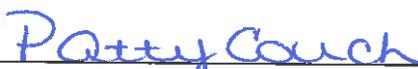
General Fund	Vouchers #420-462	Checks #15412-15452	\$ 64,998.62
Sewer Fund	Vouchers #113-120	Checks #4511-4518	\$ 3,439.37
Electric Fund	Vouchers #124-135	Checks #5134-5145	\$101,119.69

Water Fund Vouchers #78-86 Checks #3618-3626 \$ 13,338.62

New Loader – DMO Lotkowitz said he forgot to mention that Fiscal Advisors weighed-in on the financing of a new loader after their review of two lease quotes (John Deere and First Niagara) and State Contract quotation for a John Deere 544. Fiscal Advisors John Shehadi wrote, “The First Niagara lease quote looks very reasonable. For such a small issue, bonds would not sell very well and issue costs would take up close to a third of the interest cost on the lease.” DMO Lotkowitz said he recently attended a seminar about municipal leases and learned that we should secure three quotes. Clerk/Treasurer Couch will contact Solvay Bank tomorrow and ask for a quote (\$136,589.49 over five years with the first payment up front) if they do municipal leases. DMO Lotkowitz said we are doing our due diligence.

Fire flow – The Board and DMO Lotkowitz reviewed the email correspondence between SFD President Buff, Mottville Fire Company Chief Geoffrey Pitman, and DMO Lotkowitz relative to a report written by SFD President Buff that’s referred to as Fire flow 10/21/13. After considerable discussion, the Board agreed that the Village will host a round table discussion relative to the water system evaluation, planning & operations with regard to fire flow on Tuesday, November 12, 2013, 7:00 p.m. at the Village Office. Mayor Hubbard directed Clerk/Treasurer Couch to email an invitation tomorrow.

Adjournment - Resolution #2013-167: On the motion of Trustee Sennett, seconded by Trustee Jones, it was resolved and unanimously carried (3-0 in favor) to adjourn the meeting at 9:10 p.m.



Patty Couch, Village Clerk/Treasurer