

**VILLAGE OF SKANEATELES
MUNICIPAL BOARD
MINUTES OF REGULAR MEETING – November 20, 2013**

Present: Chairman Peter Moffa, Commissioner Blackler, Advisor Dienst, DMO Lotkowitz, Village Trustee Lanning.

Absent: Commissioner Hall

Minutes: On motion of Comm. Blackler, seconded by Chairman Moffa, the minutes from the meeting of October 23, 2013 were approved as submitted.

Chairman Moffa called the meeting to order at 5:30 pm, identifying the topics for which no update would be given. Those topics are so noted in their place on the agenda.

AMR - Other priorities, namely Parkside and the Community Center have supplanted installation of the few remaining meters. Installations will resume in 1Q2014. DMO Lotkowitz noted that where meter reading and reporting used to require 120 hours per month and some \$6,000 in personnel expense, it is now being done with two workers in 1 ½ days. All of the District meters are read through the AMR system with a substantial improvement in accuracy in billing for the Town.

Community Center - Crews from the Electric Dept. have been upgrading and rebuilding the Jordan St. feeder and the underground entrance to the Community Center. The crews have received help from Groton, NY crews. The underground conduits have been nearly completed, with two manholes and a tie-point having been installed. Next the cabling must be pulled and energized to the tie-point. The transformer cutover is being coordinated with National Grid for the week of 12/9/2013. At most, this will require an 8 hour shut down. There is no backup generator at the Community Center, but they can hold the ice for that period by pre-cooling. The rate is determined by the Village's tariff; the Community Center will fall into an existing large-customer demand rated tier, the same as SCS for example. Chairman Moffa explained that the whole driving force behind the Electrical System Master Plan was to identify the system's future needs so that long-term profitability could be determined. If costs are greater than revenues, then the village can petition the Public Service Commission for a 'rate case' by which rates may be increased.

Later in the meeting, Chairman Moffa suggested that as the Community Center begins to realize the net savings from Village electric, that they be asked to invest some of the savings into gaining reduction in energy usage.

URD service for Fennell/Jordan - No update.

Electric Master Plan – Chairman Moffa said that once the Master Plan has been completed, the Village will have a better picture as to its future needs. Former Comm. Alan Dolmatch is actively working on the completion of that plan and will be meeting with a group of the Board on

November 21, to begin scheduling the future improvements; looking at the age and useful life of system elements, identifying capital and O&M funding requirements and forecasting total required expenditures year by year. This 5/10/20 year look should be in final draft report form by year-end. It will then be open for comment by the Board members, finalized and forwarded to the Trustees.

LED Street Lighting – No update.

Parkside Section 4 – DMO Lotkowitz reported that conduit has been placed to enable road construction. Water and sanitary sewer infrastructure has been installed and tested. There is a pre-construction meeting between the Village and National Grid to coordinate placement of the remaining electrical conduits, transformers, street lighting and gas distribution system. GHD is monitoring the project for the Village. Chairman Moffa wondered if the creek walk were going to be extended.

Water System Plan – Chairman Moffa indicated that the recent Skaneateles Journal article provided a good summation of the meeting among the Village, Town and SFD, which determined that the need for a tanker truck may not be as urgent as originally thought. Their next meeting is scheduled for November 26 at 4 pm. DMO Lotkowitz reported that GHD performed hydrant testing today with positive results. Specifically, the hydrant was opened in front of the Sherwood Inn with pressure gauges on the hydrants at Gilda's and Thayer Park. The Village had identified and corrected a problem in the bypass valve that allows additional pressure to be directed into the downtown area. The testing was done without the booster pump operating and then with the booster pump running. While the pump was operating, the flow from the first hydrant was maxxed-out and the residual pressure at the other locations dropped by only 16 pounds. This was a major observed improvement over the results from previous testing. DMO distributed and explained graphs from the SCADA system illustrating the results. DMO had discovered that it may be able to run the pump at a lower frequency than had been originally thought.

DMO has designed the replacement water line improvement project specification for the East Street main and will soon be submitting that to the Department of Health. He also has had the sewers inspected on East Lake Street and East Lake Road to see if any sewer work should be performed while the road is opened.

The SFD has proposed the possibility of several dry hydrant locations for consideration. They are: one in each park, one at the bridge, one on West Lake Street, one at Lakeview Circle and one on East Street near the tanks. The Board discussed the possibility of feeding that East Street hydrant from the reservoirs that will no longer be used for water distribution. A bubbler, or other techniques, could be used to help keep mosquito larvae at bay. GHD will evaluate the locations. The need to meter refills of the reservoirs is an open issue.

New Village Hall – DMO Lotkowitz said the final punch list had been prepared two days previously for the interior spaces. The final for the exterior will be done next week. Site work (paving, sidewalks, trees) will be completed next year.

Climate Action Plan – No update

Senior Living Center – No update

Demand Response - DMO Lotkowitz had a meeting with Constellation Energy last week, a company that has a contract with IEEP – under which their normal 70/30 split is improved to 75/25. They will develop a proposal for the Village; DMO will enlist Advisor Dienst's assistance in reviewing that and a similar proposal from Energy Curtailment Specialists, Inc. DMO is considering a test including the WWTP generator and the water plant generator.

NYMPA Meeting – DMO Lotkowitz was unable to attend the meeting scheduled for October 30. NYMPA does hedging, budgeting and procurement for municipal systems. NYMPA had anticipated being able to drop the cost for purchased power. At the meeting, they announced a drop to \$44 per MWH from the current level of \$52 per MWH, as a result of the reduction in natural gas costs used for generation. This should translate into a 1 cent (20%) drop in supplemental energy purchased power cost. This will help offset the impact of the Community Center's joining the Village network.

GIS for Electric System - DMO stated that photos of all electric system assets have been loaded into the survey following the conversion of its CAD drawings into a geo-coded data base. GHD has already done the water system. Sewer is the next step; it will be geo-located as well. This allows all systems to be displayed on the same map and provides an inventory for any particular area within the Village.

Next Meeting - is scheduled for January 22, 2014. Subject to input from Comm. Hall, the meeting time will be set for 5:30 pm.

On motion of Comm. Blackler, seconded by Chairman Moffa, the meeting was adjourned by acclamation at 6:48 PM.

Respectfully submitted,

Dennis Dundon, Clerk to the Boards

