

**VILLAGE BOARD MEETING MINUTES**  
**MARCH 27, 2014**  
**7:30 P.M.**

**PRESENT:** Mayor Hubbard, Trustees Angelillo, Jones, and Lanning, Director of Municipal Operations Lotkowitz, SVFD Chief Sell and President Buff, Village Historian Batlle\*, Village Attorney Byrne

<b>Others:</b>	Thomas Maguire	Skaneateles JOURNAL
	Joe Genco	Skaneateles PRESS
	Carol Stokes-Cawley	Trustee-elect, 21 Griffin Street
	Randy Stockweather*	Laker Transportation Project, Inc.
	Jason Lesch*	CNY Business Advisors LLC

**Minutes – Resolution #2014-47:** On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (4-0 in favor) to approve the minutes of the Regular Meeting of March 13, 2014 as presented. In light of the comments made about meeting minutes at election time, Mayor Hubbard asked if there was any discussion from the Board. Trustee Jones said verbatim minutes would be a waste of time. She offered her cell phone number (569-8424) and said she'd welcome calls from anyone with questions about the minutes. Trustee Lanning said Clerk/Treasurer Couch does a great job. Atty. Byrne said according to the statute, verbatim is not required for any minutes. He said verbatim is very difficult and it would be expensive to have a court stenographer. Atty. Byrne said the Village is fortunate to have extraordinarily good minutes from Clerk/Treasurer Couch, former Clerk/Treasurer Sheehan, former Codes Enforcement Officer Batlle, and now Clerk to the Boards Dundon. Trustee Jones reiterated that she'd be happy to take calls should anyone have questions about the minutes. \*Village Historian Batlle arrived.

**Correspondence & Announcements** - Mayor Hubbard reviewed the following:

- Receipt of Treasurer's Reports for February, 2014
- Invitation to attend the Southern Hills Preservation Corporation's Annual Meeting & Silent Auction on April 10, 2014, 5:15 p.m. at the Orchard Vali Golf Club; \$25/person
- Arbor Day Foundation Letter of Feb. 24, 2014 congratulating Skaneateles on earning recognition as a 2013 Tree City USA and press release
- Receipt of NYCOM's Update on the Governor's Tax Freeze Proposal
- Thank you note from St. James' Episcopal Church Rev. Dr. Rebecca Coerper
- Skaneateles Chamber's Speaker Series April 1, 2014, 5:30-7:30 p.m. at The Lodge at Welch Allyn
- NYMPA March Update – DMO Lotkowitz said the memo recognizes that as of mid-March, the cold weather pattern continued. The NYMPA rate was down 75% from what it was last month and gas prices are down also, so that will help to reduce cost too.
- Thank you letter from Ed Hubben expressing appreciation to Electric personnel Line Leader Abbott, and Linemen Dries and Anthony
- Letter from Laker Transportation Project, Inc. seeking approval to remove (at their expense) an over grown tree in the rear of the Creamery. Trustee Jones noted that the Tree Committee had not received a copy of the letter in time for the topic to be discussed at their last meeting. Trustee Lanning questioned if consultation with the DEC for approval is necessary. Mayor Hubbard said the City of Syracuse Water Department should be consulted. Mr. Stockweather said he talked to the City and was told that that is out of their expertise. He added that the stump could be left if it would be beneficial. Mayor Hubbard suggested and the Board concurred to secure written responses from the Tree Committee and City of Syracuse. Trustee Jones said the Tree Committee has a couple of work sessions planned so she will discuss it with them.

**Director of Municipal Operations** – DMO Lotkowitz reported that he met with Trident Insurance at the Creamery relative to the floor buckle. He confirmed that Steve Delaney and Burt Jordan will be returning as Seasonal Laborers to work in the cemetery, starting next week or the week after depending on when the snow melts. DMO Lotkowitz reported that he attended a Syracuse Metropolitan

Transportation Council (SMTC) meeting to learn about the preparation and appropriateness of projects. Attendance at the meeting was mandatory for new project proposals; the Village of Skaneateles' application will be relative to the Fennell Street corridor. He said management of federally funded projects requires a lot of paperwork. In response to Mayor Hubbard inquiring about what kind of details he found out about, DMO Lotkowitz said that EDR's report is adequate, cost for the scope of work, the project fits into one category, etc. Trustee Jones suggested that the application include the intersection of Jordan and Fennell Streets. DMO Lotkowitz reported that the Light/Water Department has been working on meters, the security system at the tank site, and Ed Hubben's electric. The DPW has been working on the decorative benches which look amazing, and sanitary work in front of the Village Hall. They cleaned out the pipe that is in excellent shape. However, a new sewer main out to the street should be installed and a new manhole too.

**SVFD** – SVFD Chief Sell distributed his Skaneateles Volunteer Fire Department Fire Log for February 2014 and read aloud the report as follows: 5 Fire, 3 Rescue, 0 Water Rescue, 7 EMS (assist SAVES), 11 Mutual Aid, 26 Total Calls for February, 180.02 Personnel Hours, 11.77 Personnel Average, 67 Total Calls for 2014, 424.63 Total Personnel Hours, 13.29 Personnel Average, 25 Village Responses for 2014, 10 Town Responses, 3 Total Drills for February, 25 Personnel Average, 156 Personnel Hours, 580.63 Total Personnel Hours spent on calls and drills only for February, 998.24 Total Personnel Hours spent on calls and drills only for 2014. Chief Sell commented that there were two structure fires in our district on Friday and that is more than we usually have in two years. Trustee Jones offered to collect personal donations from the Board for the purchase of a SVFD Big Money Ticket. Trustee Lanning recognized this as Chief Sell's last report as the SVFD will be electing a new Chief. He thanked him for his outstanding service and said Chief Sell has done a tremendous job and we are thankful for his service.

**Village Historian** – Village Historian Batlle said he does not have a Historic Moment, but does have a report that he read aloud as follows: *On March 17, 18 and 19, I attended the 2014 Annual Conference sponsored by APHNYS – The Association of Public Historians for New York State, held at the Gideon Putnam Hotel in Saratoga Springs, NY. The three days were filled with meetings, workshops, lectures and “networking” with other Historians. The programs I attended were: Cost Effective Ways to Stretch Your Budget Dollar; Dazzling Displays for History; Uncommon Approaches to the Common Core; GIS (Geographical Information Systems) for Historians; Saratoga Springs, It All Began with the Water; On-line Documents From The State – SHIPO. I also attended the APHNYS Annual Meeting where “The State of the State’s History” was delivered by New York State Historian Robert Weible. One afternoon was spent touring the very beautiful and historic City of Saratoga Springs. This included special tours of the Saratoga Racing Museum, the Canfield Casino, and the New York State Military Museum. At the Awards Dinner, Town of Owasco Historian Laurel Auchenpaugh was honored with the Franklin D. Roosevelt Historians Professional Achievement Award, from the nomination sent in by the Town of Skaneateles Historian. In addition, meeting other historians from all over New York State, comparing problems, notes, projects and solutions is very helpful. We realize that we are not alone out there as the State has approximately 1500 historians. I left with a head full of ideas from Historic Moments, projects and displays. I hope to be able to attend the 2015 Conference in Corning, New York. I thank the Board for the opportunity to attend.* Village Historian Batlle said Part 2 of his report is to tell that he discovered the very first Minute Book in the vault. Dating back to the Village's inception in 1833, it is probably the most historic item in the entire Village, so he got an acid-free box to store it in. In response to Trustee Jones, Historian Batlle said the minute books have not been microfiched – that will be a project down the road.

**Status of new Village Hall Project** – DMO Lotkowitz said we continue to update items on the punch list and are waiting for the O&M manuals, startups, etc. Trustee Jones said the trim here in the Board Room looks gorgeous.

**Status of NYSERDA Grant** – DMO Lotkowitz said we produced almost 300 kilowatt hours the other day.

**Status of Additional Bench Locations** – Previously discussed under Director of Municipal Operation's report.

**Status of Creek Walk Maintenance Plan** – On hold until better weather in spring.

**Status of Proposal Regarding Work on the Sims Field** – Atty. Byrne said he received an email from Rob Gadjo who updated the Village regarding the status of their fund raising, scope of work, timetable for work, etc. Atty. Byrne read aloud portions of the email that he will forward in the morning. The bottom line is that they are making good progress, particularly with fundraising as they exceeded their goal and continue to collect funds from their brick fundraiser. Those funds will be used for additional equipment and covers for the new fields.

**Status of East Street Waterline Replacement Project** – Mayor Hubbard reported that they had the pre-construction meeting on Monday, March 24 and have another meeting scheduled for Friday, April 11 before the anticipated April 14 project start. Once construction commences, weekly meetings will take place. Relative to the Bonds and Insurance, Clerk/Treasurer Couch said she talked to Highlander Construction Office Manager Cindy Speach and found out that they were mailed to 46 East Genesee Street hence the delay in delivery. Atty. Byrne asked Clerk/Treasurer Couch to call Ms. Speach again as the Notice to Proceed cannot be issued until we are in receipt of the Bonds and Insurance.

**Status of BonTon Roulet Event** – Atty. Byrne said the event was approved by the Town. The Village concern is the consumption of alcohol in the park and police presence. As requested by the Board, he sent a letter to Skaneateles YMCA and Community Center Branch Executive Director Dorothes Hughes on March 19, 2014, but has not heard back as of yet. SVFD Chief Sell confirmed that they, the BonTon Roulet organization, secure the liquor license. Atty. Byrne commented that they have to be careful as the liability for them is significant. This matter will be on the April 10, 2014 Agenda. \*Jason Lesch arrived.

## NEW BUSINESS

**SVFD Property** – Atty. Byrne explained that SVFD Chief Sell requested that he prepare something in writing by which the Village Board would acknowledge that the Skaneateles Volunteer Fire Department, Inc. is the owner of certain items of inventory (air packs and SCBA's). Accordingly, Atty. Byrne prepared a Resolution to that effect with attached copies of the list of items. Clerk/Treasurer Couch will certify the Resolution was duly adopted by signing it. **Resolution #2014-48:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (4-0 in favor) that the Trustees of the Village of Skaneateles do hereby acknowledge that the inventory of air packs (set forth on Exhibit "A" attached hereto) and Self Contained Breathing Apparatus ("SCBA's") (as set forth on Exhibit "B" attached hereto) were purchased by, and are the property of, the Skaneateles Volunteer Fire Department Incorporated.

(Insert Exhibit "A" and Exhibit "B")

**NYPA Line of Credit - Resolution #2014-49:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (4-0 in favor) to authorize Mayor Hubbard's Execution of Member Acknowledgement of NYMPA's Line of Credit with Solvay Bank. In discussing the Resolution, Mayor Hubbard noted that the Acknowledgement is required to be signed by all NYMPA members.

**SVFD Surplus Property** – Atty. Byrne said the old pagers, radios, etc. are Village property so need to be declared surplus property. Chief Sell said he is working on some options for disposing of the property,

so is not ready to make a recommendation on disposal. **Resolution #2014-50:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (4-0 in favor) to declare SVFD old pagers, two-way radios, plectrons and old Self Contained Breathing Apparatus (SCBA's) surplus property. Mayor Hubbard said we will wait for a recommendation on disposal.

**SVFD Field Days - Resolution #2014-51:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (4-0 in favor) to authorize the SVFD to hold their annual Field Day's on Saturday August 30 and Sunday August 31 at the Austin Park Pavilion and parade on Sunday August 31 at 4:00 p.m.

**SVFD "High Stake Raffle and Casino Event" – Resolution #2014-52:** On the motion of Trustee Lanning, seconded by Trustee Jones, it was resolved and unanimously carried (4-0 in favor) to approve the SVFD's request for permission to hold the "High Stake Raffle and Casino Event" on Saturday August 2, 2014 from 5-9:00 p.m.

**Library Book Sale** – Trustee Jones said she is happy to extend the event to Sunday for a non-profit, but would not support an extension to Sunday for the Sidewalk Sales. She added that she wouldn't want approval of the Library doing so to be construed in anyway as an endorsement for other events doing so. **Resolution #2014-53:** On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (4-0 in favor) to approve the Skaneateles Library Association's request to hold their Annual Book Sale from Thursday July 10 to Sunday July 13 on the library lawn. Mayor Hubbard noted that since the request letter was written, the Library asked to extend the book sale on Saturday to 5:00 p.m. instead of 4:00 p.m.

**Utility Bill Deadline** – Clerk/Treasurer Couch said this item is on the agenda to advise the Board that the office will be mailing courtesy letters to Village property owners who rent their property reminding them that utility bills must be paid on or before April 15, 2014. Trustee Jones said it is a great idea in addition to the slip of paper that is inserted with the bills.

**Planning Board Candidate** – Mayor Hubbard said there have been several new members on various Boards recently and with Carol Stokes-Cawley's successful campaign for Trustee, there is a vacancy on the Planning Board. Brian Carvalho submitted a letter of interest and several people, including Mayor Hubbard, have met with Mr. Carvalho. His letter of interest will be forwarded to the Planning Board as the Village Board looks to them for a recommendation. Trustee Jones said he is a superior candidate. Mayor Hubbard asked Trustee-elect Stokes-Cawley to orchestrate a Planning Board meeting with Mr. Carvalho. Trustee Lanning said he wants to discuss this with Planning Board Chair Kenan also.

**SVFD 2014 4-Guys Tanker Pumper Proposal** – Mayor Hubbard recognized that SVFD Chief Sell emailed a proposal to seek procurement of a tanker pumper and the Trustees have copies of the specs. The SVFD membership will vote on the proposal on April 7, 2014 and they are looking for an acknowledgement of support from the Village Board. SVFD President Buff said the tanker pumper will be purchased by the corporation and no tax dollars will be used. **Resolution #2014-54:** On the motion of Trustee Lanning, seconded by Trustee Angelillo, it was resolved and unanimously carried (4-0 in favor) to support the SVFD, Inc. relative to their proposal to seek procurement of a 2014 4-Guys Tanker Pumper.

**Tentative Budget** – **Resolution #2014-55:** On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (4-0 in favor) to authorize Publication of Notice of Public Hearing on the Tentative Budget at 7:30 p.m. at the Regular Meeting of April 10, 2014. In discussing the Resolution, Atty. Byrne recognized that it should be noted that the Annual Organizational Meeting will be Monday, April 7, 2014 at 7:30 p.m. at which appointments will be made. The Regular Village Board Meeting will be Thursday, April 10, 2014.

**Community Development** – **Resolution #2014 -56:** On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (4-0 in favor) to endorse the submission of the Community Development Application prepared by DMO Lotkowitz. In discussing the Resolution, DMO Lotkowitz said he forgot to get Village Board support for the application submitted for handicapped accessible walks at the front of this property.

**Approval of Bills** – Mayor Hubbard said we are skipping a recess before addressing the bills as we will be going into Executive Session after the bills. Atty. Byrne noted that no business will take place after the Executive Session. Mayor Hubbard asked for discussion of the bills. In response to Trustee Jones asking if there was a fee for the ice training, SVFD Chief Sell explained that it was reciprocal training so there was not a fee. **Resolution #2014-57:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (4-0 in favor) that bills from Abstract #20 be audited and paid as follows:

General Fund	Vouchers #933-961	Checks #15921-15949	\$ 74,811.33
Sewer Fund	Vouchers #223-229	Checks #4619-4625	\$ 2,014.68
Electric Fund	Vouchers #268-279	Checks #5278-5289	\$148,085.28
Water Fund	Vouchers #161-165	Checks #3700-3704	\$ 1,344.29

**Executive Session to Discuss a Personnel Matter Relative to a Possible Appointment at the April 7, 2014 Annual Meeting** – **Resolution #2014-58:** On the motion of Trustee Angelillo, seconded by Trustee Jones, it was resolved and unanimously carried (4-0 in favor) to enter into an Executive Session at 8:33 p.m. to discuss a personnel matter relative to a possible appointment at the Annual Meeting of April 7, 2014.

**Adjournment** – **Resolution #2014-59:** On the motion of Trustee Angelillo, seconded by Trustee Jones, it was resolved and unanimously carried (4-0 in favor) to move out of Executive Session and adjourn the meeting at 9:28 p.m.

  
Patty Couch  
Village Clerk/Treasurer

## RESOLUTION

Be it RESOLVED, that the Trustees of the Village of Skaneateles do hereby acknowledge that the inventory of air packs (set forth on Exhibit "A" attached hereto) and Self Contained Breathing Apparatus ("SCBA's") (as set forth on Exhibit "B" attached hereto) were purchased by, and are the property of, the Skaneateles Volunteer Fire Department Incorporated.

*Adopted this 27<sup>th</sup> day of March 2014.*

The undersigned, being the Village Clerk/Treasurer of the Village of Skaneateles does hereby certify that the foregoing Resolution was duly adopted.

  
Patricia Couch

# Exhibit A

Air Pac Number	Serial Number	Location
54-C-1	127821 FS	Car -1 Vehicle
54-C-2	127838TS	Car-2 Vehicle
54-C-3	126656 TS	Car -3 Vehicle
E-11-1	127829 FS	Engine 11
E-11-2	127854 TS	Engine 11
E-11-3	127794 TS	Engine 11
E-11-4	126629 TS	Engine 11
E-12-1	127852 TS	Engine 12
E-12-2	127841 FS	Engine 12
E-12-3	127808 FS	Engine 12
E-12-4	127810 FS	Engine 12
E-12-5	127813 FS	Engine 12
E-21-1	127822 FS	Engine 21
E-21-2	127866 TS	Engine 21
E-21-3	127793 TS	Engine 21
E-21-4	127802 FS	Engine 21
E-31-1	126652 TS	Engine 31
E-31-2	127814 FS	Engine 31
E-31-3	127832 FS	Engine 31
M-1-1	127811 FS	Mini-1
M-1-2	127819 FS	Mini-1
R-1-1	127796 TS	Rescue 1
R-1-2	127845 FS	Rescue 1
R-1-3	127816 FS	Rescue 1
R-1-4	127805 FS	Rescue 1
R-1-5	127828 FS	Rescue 1
R-1-6	127817 FS	Rescue 1
RIT-1	AGD 3834	Rescue 1
RIT-2	AGD 3864	Rescue 1
TR-1-1	127861 TS	Truck-1
TR-1-2	127836 FS	Truck-1
TR-1-3	127795 TS	Truck-1
Tr-1-4	126712 FS	Truck-1
Tr-1-5	127803 FS	Truck-1
Spare -1	126659 TS	Fire House
Spare-2	127809 FS	Fire House
Spare-3	127588 TS	Fire House
Spare-4	126649 TS	Fire House
Spare-5	126646 TS	Fire House
Spare-6	126655 TS	Fire House
Spare-7	126661 TS	Fire House
Spare-8	126657 TS	Fire House
Spare-9	126654 TS	Fire House
Spare-10	127837 FS	Fire House

Exhibit B

Bottle No.	Serial No.	Hydro Date	Hydro Date	Hydro Date	Hydro Date
1	ACT- 28510	3/13			
2	ACT-27886	3/13			
3	ACT-26181	2/13			
4	ACT-26097	2/13			
5	ACT-28314	3/13			
6	ACT-26004	1/13			
7	ACT-26138	2/13			
8	ACT-28482	3/13			
9	ACT-26054	1/13			
10	ACT-26241	2/13			
11	ACT-26230	2/13			
12	ACT-26036	1/13			
13	ACT-28501	3/13			
14	ACT-26151	2/13			
15	ACT-26057	1/13			
16	ACT-26171	2/13			
17	ACT-26095	2/13			
18	ACT-25950	12/12			
19	ACT-26030	1/13			
20	ACT-26140	2/13			
21	ACT-26209	2/13			
22	ACT-26167	2/13			
23	ACT-26028	1/13			
24	ACT-25977	1/13			
25	ACT-26250	2/13			
26	ACT-26178	2/13			
27	ACT-25999	1/13			
28	ACT-28476	3/13			
29	ACT-28490	3/13			
30	ACT-26070	1/13			
31	ACT-26124	2/13			
32	ACT-26043	1/13			
33	ACT-26001	1/13			
34	ACT-25812	12/12			
35	ACT-28486	3/13			
36	ACT-25982	1/13			
37	ACT-25811	12/12			
38	ACT-27963	3/13			
39	ACT-25622	12/12			
40	ACT-25803	12/12			
41	ACT-25810	12/12			
42	ACT-28467	3/13			
43	ACT-25972	1/13			
44	ACT-26029	1/13			
45	ACT-26188	2/13			
46	ACT-27446	3/13			

Bottle No.	Serial No.	Hydro Date	Hydro Date	Hydro Date	Hydro Date
47	ACT-25121	12/12			
48	ACT-28470	3/13			
49	ACT-25976	1/13			
50	ACT-26044	1/13			
51	ACT-28343	3/13			
52	ACT-25728	12/12			
53	ACT-28493	3/13			
54	ACT-25186	12/12			
55	ACT-28484	3/13			
56	ACT-26005	1/13			
57	ACT-28477	3/13			
58	ACT-28480	3/13			
59	ACT-25903	12/12			
60	ACT-26256	2/13			
61	ACT-26048	1/13			
62	ACT-26056	1/13			
63	ACT-26037	1/13			
64	ACT-24707	12/12			
65	ACT-26211	2/13			
66	ACT-25906	12/12			
67	ACT-26196	2/13			
68	ACT-26062	1/13			
69	ACT-25815	12/12			
70	ACT-26153	2/13			
71	ACT-25832	12/12			
72	ACT-28481	3/13			
73	ACT-26141	2/13			
74	ACT-28473	3/13			
75	ACT-24704	12/12			
76	ACT-28466	3/13			
77	ACT-28471	3/13			
78	ACT-28140	3/13			
79	ACT-28059	3/13			
80	ACT-28202	3/13			
81	ACT-28488	3/13			
82	ACT-28377	3/13			
83	ACT-28495	3/13			
84	ACT-25023	12/12			