

**ANNUAL MEETING, VILLAGE BOARD OF TRUSTEES
MONDAY, APRIL 7, 2014
7:30 p.m.**

Present: Mayor Marty Hubbard, Trustees Marc Angelillo, Sue Jones, Jim Lanning, and Carol Stokes-Cawley, Clerk to the Boards Dennis Dundon, Village Attorney Byrne

Others: Tom Maguire Skaneateles Journal
Danielle Cerimeli 10 Teasel Lane

Welcome – Mayor Hubbard welcomed Carol Stokes-Cawley to her first meeting as a Village Trustee. Later in the meeting, Mayor Hubbard clarified for Trustee Lanning that inasmuch as Trustee Stokes-Cawley successfully ran to fill Trustee Sennett’s vacated position, her term runs three years to 2017.

Annual Appointments - The following is a list of appointments and other matters to come before the Annual Meeting of the Village Board of Trustees. Under Section 4-400, Par. 1-C of the Village Law, the Mayor of the Village shall make all appointments of non-elected officials subject to the approval of the Village Board, including the Mayor. Mayor Hubbard noted that letters were sent to the appointees who signed that they’d be willing to serve; he read through the list of appointments.

Terms of Office as Stated:

<u>MUNICIPAL BOARD:</u>		3-Year Terms	
Peter Moffa, Chair		Term to 2015	1) <u>Walt Blackler</u>
Dana Hall		“ “ 2016	(Term to 2017)
Walter Blackler		“ “ 2017	
Ed Dienst		Advisor	

<u>PLANNING BOARD:</u>		5-Year Terms	
Stephen Hartnett		Term to 2015	1) <u>Doug Sutherland</u>
Brian Carvalho**		“ “ 2016	(Term to 2019)
Bruce Kenan, Chair		“ “ 2017	2) <u>Brian Carvalho</u>
William Eberhardt		“ “ 2018	(Term to 2016)
Douglas Sutherland		“ “ 2019	

**to fulfill vacancy of Meg Keady & Carol Stokes-Cawley

<u>BOARD OF APPEALS:</u>		5-Year Terms	
Mike Balestra		Term to 2015	1) <u>Curt Coville</u>
Lawrence A. Pardee		“ “ 2016	(Term to 2019)
Craig Phinney, Chair		“ “ 2017	
David Badami		“ “ 2018	
Curt Coville		“ “ 2019	

<u>CEMETERY BOARD:</u>		3-Year Terms	
Pat Blackler		Term to 2015	1) <u>Gary Trenti</u>
Robert D. Gray, Pres.		“ “ 2016	(Term to 2017)
Gary Trenti		“ “ 2017	

The Village of Skaneateles Housing Authority was created by an act of the New York State Legislature under Section 543-1 of the Public Housing Law of New York, with 5-year terms as follows:

<u>HOUSING AUTHORITY:</u>		5-Year Terms	
Sharon Paddock		Term to 2015	1) <u>Bernie Van Derveer</u>
Debbie Hubbard		“ “ 2016	(Term to 2019)
Anne Buehler		“ “ 2017	
Francis E. Sheehan, Chair		“ “ 2018	
Bernie Van Derveer		“ “ 2019	

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The Following are All for One-Year Terms of Office:

HISTORICAL LANDMARKS PRESERVATION COMMISSION:

Lisa Riordan
Katharine Dyson
Ted Kinder
Chad Rogers, Chair
Dave Birchenough

TREE ADVISORY BOARD:

Ann Neibert, Chair
Nancy Easter
Richard Westover

While not appointments, Mayor Hubbard said he wants to acknowledge the individuals in various positions as follows:

VILLAGE CLERK/TREASURER

Patricia A. Couch Term to 2017

Patricia A. Couch

DEPUTY CLERK/TREASURER -

Danielle Cerimeli

DEPUTY MAYOR -

Trustee Marc Angelillo

DIRECTOR OF MUNICIPAL OPERATIONS

Bob Lotkowitz

WATER & WASTEWATER TREATMENT PLANT OPERATOR

Zlatko Psenicknik

CLERK TO THE BOARDS

Dennis Dundon

CODES ENFORCEMENT OFFICER -

John Crompt

VILLAGE ATTORNEY

Michael J. Byrne

SPECIAL COUNSEL

Riccardo T. Galbato

VILLAGE HISTORIAN

Jorge Batlle

VILLAGE ENGINEER

GHD, Inc. (f.k.a. Stearns &
Wheeler

OFFICIAL NEWSPAPER

Skaneateles JOURNAL

Trustee Lanning recalled that there was a question about the specific requirements for qualification of an official newspaper. Atty. Byrne said he researched the matter and concluded that the world is changing and the statutory requirements for publication of notices have not kept pace; his research was memorialized in an email addressed to the Board. While the Skaneateles Journal is now distributed free of charge, it is for sale at various stores as opposed to a Pennysaver distribution, for example. Atty. Byrne said he believes that the Village should use the method of publication that is most likely to reach the greatest number of local residents, and he is comfortable that the Journal meets that test. Trustee Jones agreed, adding that the Journal does a far better job of notifying residents as opposed to a non-local newspaper.

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OFFICIAL DEPOSITORIES - Key Bank, Manufacturers & Traders Trust Company, MBIA/CLASS

INVESTMENT POLICY - As adopted August 14, 1989 (amended February 10, 1992 to include participation in the MBIA Municipal Investors Service Corporation, known as CLASS and amended November 22, 1999 to include BSB [which became Partners Trust and is now M&T]. The CLASS Agreement was Amended and Restated April 5, 1999. The amendment as of April 23, 2012 to the Cooperative Liquid Asset Securities System Municipal Cooperation Agreement amends so that it shall now be by and between the Village of Potsdam and the Participants thereto. In addition, definitional changes were made of "Investment Advisor", "Lead Participant", and "Services Agreement".

SERVICE AWARD PROGRAM INVESTMENT POLICY - As adopted April 7, 1997, and amended December 13, 1999, and October 27, 2008

PROCUREMENT POLICY - As adopted December 23, 1991, and amended May 27, 2008.

CAPITAL ASSETS - Capital assets (vehicles, equipment, furniture, tools, etc.) for purposes of identifying "fixed assets" shall remain at \$3,000 per item.

BOARD MEETINGS:

2nd and 4th Thursday, 7:30 p.m., Village Office
Operational Meeting (as needed)

Trustee Liaison Assignments:

<u>FIRE</u>	<u>POLICE</u>	<u>MUNICIPAL OPERATIONS</u>	<u>ZBA/PLANNING/HLPC</u>
Trustee Lanning	Trustee Angelillo	Trustee Angelillo	Trustee Stokes-Cawley

Joint Comprehensive Plan Committee – Trustee Carol Stokes-Cawley and Planning Board Member Doug Sutherland

Tree Committee and Chamber of Commerce/Community Organizations – Trustee Jones

Mileage - Mileage will be reimbursed at the current IRS-approved rate.

Training & Conference Attendance - Pursuant to Section 77-b of the General Municipal Law, it is determined by the Board of Trustees that attendance by certain municipal officials and employees at meetings, conferences, and schools during the coming official year will benefit the Village, and such attendance is hereby authorized subject to the following requirement.

In light of the current fiscal constraints of the Village, any requests for reimbursement of travel-related expenses must be approved in advance by the Trustees.

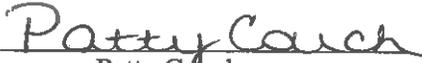
GML 207c Claims Administrator – Designate Police Chief Perkins as administrator for General Municipal Law 207c Claims arising from a Skaneateles police officer being injured in the line of duty.

Approve Appointments - Resolution #2014-60: On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to approve the appointments as recommended by the Mayor. In discussing the resolution, Mayor Hubbard said he pleased with and proud of all the participants.

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Discussion of Meeting Procedures – In response to Tom Maguire stating that he received another email from Andy Ramsgard regarding his electric bill, Mayor Hubbard said that DMO Lotkowitz will have a statement ready for the April 10, 2014 Village Board Meeting that will better educate the public and the Board. Trustee Jones said we realize the bills could be streamlined and easier to read and are working on accomplishing that. Mayor Hubbard said DMO Lotkowitz will be the point person relative to the utility billing. Regarding the five-minute recess before authorizing the bills, Trustee Angelillo said he likes having the time to review the bills and is in favor of continuing that practice. Much of the time he is working out-of-town, so doesn't have time to review the bills before the meeting. The recess provides that opportunity, as well as time for questions and answers from the press. Mayor Hubbard said the bills require due diligence and are a window to Village operations. He noted that although we recess for five minutes before paying the bills, the meeting is not adjourned at that time. The press and other attendees are most welcome to stay. Trustee Angelillo said he doesn't have any recollection of voting after approving the bills, unless of course to move into an Executive Session. Mayor Hubbard said oftentimes the Executive Sessions are for discussion about personnel matters and rarely are there any votes (other than to move out of Executive Session and to adjourn the meeting) after. In the one instance where there was a vote after the Executive Session, the press was advised, waited in the lobby, and was called back to the Board Room for the open session resolution and vote. Mayor Hubbard reiterated that the meeting is not adjourned at the recess and meeting attendees are welcome to stay.

Adjournment – Resolution #2014-61: On the motion of Trustee Angelillo, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 7:48 p.m.


Patty Couch
Village Clerk