

VILLAGE BOARD MEETING MINUTES

JULY 24, 2014

7:30 P.M.

PRESENT: Mayor Hubbard, Trustees Angelillo, Jones, Lanning, and Stokes-Cawley. Police Chief Perkins, SVFD President Perkins, Codes Enforcement Officer Crompt (arrived later in the meeting), Clerk to the Boards Dundon, Village Atty. Byrne

Others:	Thomas Maguire	Skaneateles JOURNAL
	Jason Gabak	Skaneateles PRESS
	Suzanne Pittard	10 Heritage Woods Road
	Rosalind & Stephen Schwartz	12 Heritage Woods Road
	Jeremy Davidheiser	QPK Design

Public Hearing – Local Law #3 of 2014 – Amend Zoning Law 225-27 – Mayor Hubbard opened the Public Hearing on Local Law #3 of 2014 noting that this was an action to amend the local Zoning Law. Attorney Byrne noted that this is a request from the Code Enforcement Officer. It would revise slightly the prohibition against storing merchandise on the sidewalks. The code currently says ‘there shall be no outdoor storage or sale of merchandise in the commercial mixed-use C or Downtown D Districts’. CEO Crompt has asked that it be amended to read ‘there shall be no outdoor storage or display, for lease or sale, of merchandise...’ Attorney Byrne said that it would be “the display that would be prohibited whether that item was for sale or for lease.” Copies of the proposed law were provided to the Trustees. Trustee Stokes-Cawley asked if this affects the Curbstone Festival. Attorney Byrne said that the Trustees create an exception for that event. Trustee Lanning asked if this limits people hanging things on doors or buildings? Attorney Byrne said not in his view. Mayor Hubbard opened the Hearing for public comment. Ms. Pittard stated that the majority of the merchants believe that a roof overhang above their sign or building entrance creates a space below that may be used for display of merchandise. For example Fleur De Lis has a raised covered area that is open but is not on the sidewalk. Attorney Byrne called that “a unique situation.” Ms. Pittard noted that at 5 Jordan and 3 Jordan there is a ledge before the building where the overhang is that is not on the sidewalk. Roland’s has a sign that protrudes over the entrance. Merchants feel that as long as their space is not on the sidewalk and under their building, it is permissible space for display of merchandise. Attorney Byrne said that the law does not read that way and feels that is an interpretation. In the case of Fleur De Lis, their building is partially recessed from the property line so that they have space to display something without putting it on the sidewalk – a unique situation. Trustee Jones noted that that situation does not create a “trip and fall situation”.

Trustee Angelillo believes the key word is sidewalk; Attorney Byrne noted that the code does not use the term sidewalk, quoting, “There shall be no outdoor storage or sale of merchandise in the C and D Districts...” Trustee Lanning said he was struggling with ‘no outdoor storage’ noting that Fleur De Lis could clearly have something within the footprint of the building, yet would be outdoors. Attorney Byrne stated that without a ban on outdoor display, the Village would be allowing people to hang anything they want from the building. Trustee Jones feels that this is an area that CEO Crompt is concerned about. Trustee Angelillo thought the concern was about what’s on Village sidewalks. Attorney Byrne observed that while that was the mindset, the code is broader than that. Trustee Lanning expressed his agreement with the concept but wished to rework the language to permit outdoor display within the building footprint. Attorney Byrne noted that constitutes a major change to the current code. Trustee Angelillo said that he would like to hear from CEO Crompt and some of the merchants on this matter. **Resolution 2014-138:** On motion by Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to table this matter and to continue the Public Hearing to 7:30 pm on August 14, 2014.

Continuation of Public Hearing – Local Law #2 of 2014 – Mayor Hubbard said that we have kept the Public Hearing open and that Trustees are aware of several contacts and some correspondence, including one that did not make the agenda. Mayor Hubbard read an email from Michael Navaroli of Heritage Woods. Mr. Navaroli expressed his support for a reduced speed limit or permanent stop sign. Mayor Hubbard opened the meeting for public comment. Ms. Pittard is in favor of two new stop signs, though not at the same intersection. The draft local law anticipates a three-way stop at Heritage Woods and Hawthorne. Ms. Pittard went on to describe her preferred arrangement of eastbound at Hawthorne and westbound at Heather. Ms. Schwartz expressed that she is not in favor of the stop sign; calling it unnecessary. Everyone has clear vision; people need to be aware of what their kids, their pets and their guests are doing.

There being no further comments, **Resolution #2014-139**: On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to close the Public Hearing in this matter. The Trustees continued their discussion. Attorney Byrne pointed out that the Trustees could adopt the law as drafted, they could move to amend it, or they could decline to act on this law. Chief Perkins reported that he has looked at this – and has had officers up there observing conditions of traffic flow and speeds. He had had several phone calls on the matter; none of the callers is in favor of the stop signs. They may have signed the petition to avoid conflict with their neighbors. There have not been any accidents in the neighborhood and no speeding has been observed. Chief Perkins is unclear about the circumstance of having a two-way stop at a three-way intersection, which might be confusing. His recommendation is to place a sign in the right-of-way when entering the neighborhood that says “Slow – Children at Play.” These signs are advisory in nature and are not enforceable. You don’t have to have a Public Hearing or even vote on it, just be informed before it goes up.

Trustee Stokes-Cawley asked about the speed trailer. Chief Perkins said it had been up there for a week; it does not record, but it is a pretty effective wake-up call. Trustee Angelillo observed that 30 mph is too fast for the neighborhood, but is not speeding. Trustee Lanning stated that he would favor a reduction in speed limit to 20 mph whenever the State might approve it. It was the sense of the Board that no official action be taken. It was the sense of the Board that Chief Perkins may have the advisory sign erected.

Minutes – Resolution #2014-140: On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to approve the minutes of the Regular Meeting of July 10, 2014 as presented.

Correspondence & Announcements - Mayor Hubbard reviewed the following:

- Receipt of Glens Falls National Bank LOSAP Statement of Value and Activity for June, 2014
- Letter from Glens Falls National Bank announcing Michael Mihaly as our new Portfolio Manager
- Email from NYPA’s Vanessa Perez relative to an opportunity for a NYPA Charging Event in Skaneateles – the event would be in September with NYPA doing all the work, signage, etc. NYPA is seeking the Village’s level of interest in having the charging station event to showcase what has been done in our Village. Mayor Hubbard noted that the project to install the charging stations is progressing.
- Email from NYCOM’s Executive Director Peter Baynes regarding the NYS Dept. of Taxation and Finance issued fact sheet and guidance document on the Property Tax Freeze that was enacted as part of the 2014-15 State Budget
- Onondaga County Health Department Note about Eastern Equine Encephalitis Virus in Onondaga County (2); News Release: Positive Rabies in a Raccoon and in Bats found in Onondaga County
- Safety Alert for Carbon Monoxide email from NYS Dept. of State’s Division of Consumer Protection
- Letter from Charles and Nancy Williams supporting the proposed signs in Heritage Woods
- NYCOM email relative to NYS Dept. of Labor Seminars on Public Employee Safety and Health Bureau (PESH) Inspections; NYS Dept. of Labor letter regarding PESH seminars and Educational Presentation Locations

- Email invitation to attend The Finger Lakes Land Trust cake cutting ceremony at the Antique Boat Show at 2:00 p.m. on Saturday, July 26 to celebrate their 25th anniversary. Trustee Stokes-Cawley will attend.
- Onondaga County Mayors Association Summer Meeting – Thursday, August 21, 2014 on the Judge Ben Wiles – departs at 6:00 p.m. sharp, \$50 per Member with one guest free. The Mayor expressed hope that there would be a good showing of support by the Village.
- Verizon letter regarding Important Information Regarding Your Verizon FiOS Mobility Access
- Congratulations from Assemblyman Finch and copy of Skaneateles PRESS article “Village Hall recognized for going green”
- Central Regional Planning & Development Board (CNY RPDB) public workshop on the Village’s draft Climate Action Plan (CAP) on Monday, August 18, 2014, 7-8:00 p.m. at the Village Hall

Status of new Village Hall Project – Mayor Hubbard referred to the site plan concept that was displayed on the screen for the Trustees and audience, noting that the plan was first introduced to the Trustees in March of this year. The location of charging stations that had been referred to previously was indicated. Mr. Davidheiser of QPK Design introduced himself and presented the concept, which he noted would increase the ease of entrance and provide a ‘green’ presence on Fennell Street --- something suggested by the Fennell Street Master plan some time ago which he looked to for inspiration. Parking areas are restricted to the side and behind the building. The design preserves the already-constructed rain garden in the front and continues to provide for ‘green’ storm water management in the green space in the front of the site. This will enable the Village to continue to show off the current wave of green thinking. A two-way traffic flow for vehicles will be maintained around the site, and the front paved section will provide a small community gathering space.

Mr. Davidheiser believes that the traffic flow to and from the adjacent TOPS market site will be enhanced by virtue of the widened access/egress area and the provision of a dedicated left-turning lane. Trustee Jones observed that the plan preserves lots of flexibility to deal with what eventually happens regarding the occupancy of the truck bays while greening up the site; Mr. Davidheiser agreed. Trustee Stokes-Cawley asked about the nature of the visually defined separation between the Village site and the apartment parking lot immediately behind the post office, which is planned to be shrubbery.

Trustee Lanning said that the use of the TOPS area for access would require an easement. Attorney Byrne reported that he has successfully obtained the easement from the Harris family to enable the access/egress and entry configuration of space near SECNY and is expecting to receive the executed easement from Mr. Patulski for the rearrangements contemplated for the post office, apartment parking and access to Village Hall site from the east. Trustee Lanning noted that he has had several conversations and phone calls about the lack of a stop sign. Attorney Byrne said the easements grant the Village the rights to place appropriate signage. Mr. Davidheiser explained that in the area adjacent to Fennell Street at the new entrance would include visual differentiation for the sidewalk and painting on the pavement could be provided. Trustee Lanning asked if lanes would be striped on the Harris property and received an affirmative response.

Attorney Byrne explained that Mr. Patulski gets cross easements as well, that allow his tenants to transit onto the Village site for egress and legitimizes the area that he has encroached upon for parking. In response to a question from Trustee Lanning, it was noted that this plan has been thoroughly reviewed by the Planning Board. Trustee Angelillo asked about the paved area in the very front of the site. Mr. Davidheiser explained that it may have benches and function as an informal community gathering area. The intention is to use a porous pavement product so that storm water stays in place and is managed on the site. Trustee Lanning asked how many parking spaces would be on the Village Hall site. Mayor Hubbard said that the number would exceed the number required by the Village Code, but that we are not

presently addressing anything in the area identified as Future Phase, as there could be a number of possible configurations.

Mr. Davidheiser explained that the grading plan will intercept runoff for diversion to the bioretention areas. Trustee Lanning said everything is blacktop. Mr. Davidheiser said that there is a net decrease in impermeable surface coverage, with preliminary calculations showing a 50% reduction in runoff. Trustee Lanning inquired about Post Office access. Attorney Byrne explained that the Village has the right to reconfigure the access. No meetings have been scheduled with post office personnel, pending finalization of the easements. Mr. Perkins mentioned that the Fire Department's 87 foot ladder truck has a width of 102 inches and a wheelbase of 227 inches and will need to maneuver on that site because of the proximity of the apartments.

Mayor Hubbard noted that the Planning Board has expressed its support for this plan, most recently at its July 3, 2014 meeting. Tonight, he would like to get approval for the easements. Attorney Byrne clarified that he would like the Trustees' approval to enter into the easement agreements. Trustee Jones said that she would offer a motion to do so and encouraged the speedy implementation of these improvements that will pull the entire project toward Fennell Street. Trustee Lanning supports the easements. Mr. Perkins noted that Fire department access into Village Landing apartments is difficult from Jordan Street. Chief Perkins reminded that there is an access road for emergency vehicles from the Village Hall site. Mayor Hubbard said that maybe by the next meeting QPK might have perfected the design proposal. **Resolution #2014-141:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to authorize the Village to enter into the easement agreements with Harris and Patulski. Trustee Jones complimented Mayor Hubbard on his diligent efforts on this matter.

Status of NYSERDA Grant – Mayor Hubbard advised that there is no update.

Status of Additional Bench Locations – Mayor Hubbard reported that a letter of consent had been obtained for placement of a bench at The Corner, 23 Jordan Street.

Status of Creek Walk Maintenance Plan – Mayor Hubbard said there was no update.

Status of East Street Repairs – Mayor Hubbard reported that he was trying to get that work started next week.

Status of Village's Cable TV Franchise Agreement with Time Warner – Atty. Byrne said there isn't anything new to report.

NEW BUSINESS

Hidden Pond Subdivision Escrow Account – Attorney Byrne reported that the \$5,000 escrow account that the Planning Board directed the developer to create in order to cover the Village Engineer's review of the subdivision plan has not yet been funded, even though GHD has expended time and has billed the Village. In his opinion, the Village needs to pay for the engineering services regardless. He has asked Special Counsel Galbato to issue a letter to the developer directing the funding of the escrow account.

Mayor Hubbard called this situation "troubling" for the Village. The Village took action in trust that the developer would fund the escrow account. This subdivision has been pending off and on for 10 years. The Village has incurred expense of \$4,200 on the developer's account. The developer has not held up their end of the bargain. It will be a shame if others are penalized for this.

Dickens Planning – CEO Crompt wants to be sure that we have a safe event, in line with safety codes. Trustee Jones said that she would encourage Chamber Executive Director Tara Lynn to contact CEO Crompt during the planning for this year's event.

Appoint Trustee Jones Liaison to Cemetery Board - Mayor Hubbard reported that Trustee Jones has agreed to accept this appointment. Attorney Byrne noted that this is a mayoral designation and that no action by the Trustees is required.

Appoint Energy Conservation Public Relations Liaison – Mayor Hubbard noted that the Village's efforts with Greening, NYSERDA, Climate Action Plan, Sustainable Skaneateles, and its Net Zero Energy initiative for the Village Hall, and other initiatives have gained some traction. This designation will help insure that the village's message remains consistent. **Resolution #2014-142:** On the motion of Trustee Angelillo, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to appoint Trustee Stokes-Cawley to this position. In seconding, Trustee Jones said that she was well-suited to the role.

Authorize submitting New Position Duties Statement for two additional Laborer positions to be filled with Seasonal Laborer John Barber (stage crew set-up for Community Band Concerts) and Part-time Laborer Jorge Batlle (Cemetery Administrator) – Mayor Hubbard noted that Clerk/Treasurer Couch is recommending this action to comply with Onondaga County Civil Service requirements. **Resolution #2014-143:** On the motion of Trustee Jones, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to authorize the filing of these Position Duties Statements with the County Personnel Department.

Authorize a \$2,400 annual stipend for Jorge Batlle's work as a Cemetery Administrator – Trustee Jones noted that Mr. Batlle is a great asset and particularly well-suited for this role. He will do a good job and the Cemetery Board and the Village Hall office staff will be glad to have a designee in this role. Mayor Hubbard noted that the suggested stipend is the same as the amount that Mr. Batlle receives as Village Historian. **Resolution #2014-144:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to approve the \$2,400 annual stipend for Cemetery Administrator.

Consider authorizing JBKane quote for adding/upgrading the Police Dept. server – Chief Perkins noted that the existing police department server is old and not really worth keeping going. The proposal is to integrate the Police department files and functions onto the Village's newer, more powerful server by providing a separate drive for Police use. Physical segregation of the data onto a dedicated drive and the continued use of a separate domain for the LAN will ensure the respective privacy and confidentiality of the Police's and the Village's data. Attorney Byrne noted that the Trustees merely have to authorize the placement of an order. **Resolution #2014-145:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to authorize the placement of an order with JBKane as described in their proposal dated July 16, 2014 totaling \$6,018.56.

Mayor Hubbard declared that the Trustees would move onto approval of the bills, without the customary recess. The Trustees discussed a few of the specifics of individual bills.

Approval of Bills – Resolution #2014-146: On the motion of Trustee Lanning, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #4 be audited and paid as follows, subject to the verification by Clerk/Treasurer Couch that the Abdul Title expenditure is a wash for the Village:

General Fund	Vouchers #171-217	Checks #16356-16401	\$33,154.37
Sewer Fund	Vouchers #47-58	Checks #4723-4734	\$ 2,790.65
Electric Fund	Vouchers #43-47	Checks #5378-5382	\$87,840.04
Water Fund	Vouchers #18-22	Checks #3751-3755	\$ 1,648.64

Adjournment – Resolution #2014-147: On the motion of Mayor Hubbard, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 9:10 p.m.

Dennis Dundon
Clerk to the Boards