

VILLAGE BOARD MEETING MINUTES
OCTOBER 23, 2014
7:30 P.M.

PRESENT: Mayor Hubbard, Trustees Lanning and Stokes-Cawley, SVFD President Perkins, Clerk to the Boards Dundon, Village Historian Batlle, Police Officer Coons

Absent: Trustees Angelillo and Jones

Others:	Jonathan Monfiletto*	Skaneateles JOURNAL
	Jason Gabak	Skaneateles PRESS
	Tara Lynn	Chamber of Commerce Executive Director
	Andy Ramsgard	61 East Genesee Street
	Michelle Mashia*	Pres. Holy Trinity Preschool Bd. of Dir.
	Karen Armstrong	Parkitects Project Manager
	Mary Sennett*	Town of Skaneateles Supervisor

Dickens Update – Chamber of Commerce Executive Director Tara Lynn said Dickens Christmas (Friday Nov. 28, weekends Nov. 29-30, Dec. 6-7, 13-14, 20-21 & 24) will be as usual, her first as Executive Director, but the 21st Annual. This year there are a couple of options for the gazebo decorations. 1) There is a newly established local professional decorating company that is submitting a proposal to decorate the gazebo in exchange for Dickens sponsorship. 2) Decorate as usual on Thursday, November 20 at 11:00 a.m. Director Lynn thanked the Village for offering space in the apparatus bays for the “Dickens Green Room”, but advised that they will be in the Salt Fit basement. Having the option available was comforting while reviewing various locations. Director Lynn reported that the “World’s Smallest Parade” will commence at noon on Friday, November 28 with vehicles meeting at Village Hall to start on Fennell Street, right onto Jordan Street, and ending at the Sherwood House on Genesee Street. Participants will include Phil Bowen Horse/Carriage, Fire Department, Town Square, Dickens’ vehicle and student drum line. “Skaneateles Sings” will be Friday, December 5 with the dedication of the crèche, and caroling and tree lighting. The evening will start at the Library and move to the Gazebo. Director Lynn said the horse and carriage rides are offered by Phil Bowen of Mountain View Guest Ranch and Stables. The same route as previous years (Sherwood, Hannum, Kelly, Fennell, Jordan, Genesee, and Sherwood) will be traveled from noon to 4 PM all days that Dickens is taking place. Caroling at the Gazebo is scheduled for 2 PM all days that Dickens is taking place and there will be live holiday music on the street by the Temperance band on Saturdays and Bagpiper Jack Heins on Sundays. Director Lynn requests for the DPW/Village include: Dickens employee parking behind Village Hall; Dickens “float” parking behind Village Hall November 28-30; Police assistance for “World’s Smallest Parade” – Friday, November 28 at noon – it would be great to have police stationed at corner of Jordan/Fennell, Jordan/Genesee and Sherwood Inn; honor free parking on Tuesday, December 9 from 5-6 PM for “Shop, Sip & Stroll” event; salt gazebo steps/sidewalk area for added safety; and extra trash cans on street to help manage increased garbage during Dickens festival. *Johathan Monfiletto arrived.

Public Hearing – Chamber of Commerce Executive Director Lynn said Michelle Mashia, Holy Trinity Preschool Board of Directors President, had hoped to be here, but in her absence said she is on the Board. Mayor Hubbard advised that the Village received a formal request and has to do a Local Law. *Michelle Mashia arrived. Mayor Hubbard recognized that the Local Law would be to change the hours on the parking sign in front of the preschool from 7am-12pm to 7am-3pm. Ms. Mashia said that is correct, and also includes the same time change on the parking sign located west of the crosswalk. Mayor Hubbard said we will need to have new signs; Atty. Byrne noted that the signs can be made, but not installed until after the Local Law is adopted. **Resolution #2014-188:** On the motion of Trustee Lanning, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (3-0 in favor) to authorize publication of Notice of Public Hearing on Thursday, November 13, 2014 at 7:30 p.m. on Local Law #4 of 2014 – Parking Signs in front of Holy Trinity Preschool.

Minutes – Resolution #2014-189: On the motion of Trustee Stokes-Cawley, seconded by Trustee Lanning, it was resolved and unanimously carried (3-0 in favor) to approve the minutes of the Regular Meeting of October 9, 2014 as presented.

Correspondence & Announcements – Mayor Hubbard reviewed the following:

- Glens Falls National Bank LOSAP Statement for September, 2014
- Letter from Holy Trinity Lutheran Church Rev. Paula Roulette, Pastor, thanking Village Police Officer's respect of their Community Blessing of the Animals Service held in Clift Park October 5, 2014
- CNY Veterans Parade Board of Directors invitation to march in the CNY Veterans Parade and Expo at 12:00 noon, Saturday, November 8, at the NYS Fairgrounds. RSVP by Oct. 27 to Diana Abdella (428-9651)
- Invitation to attend the Waste As A Boon for Economic Development presentation which was held yesterday at the DeWitt Town Hall
- NYCOM President Ann Thane's invitation to attend NYCOM's Legislative Priorities Meeting Monday, November 17, 2014 at the Hilton Albany from 9:30 a.m. – 2:00 p.m. Mayor Hubbard said a couple of the mayors from the Onondaga County Mayors Association plan to attend.
- County of Onondaga Office of the Board of Elections Notice – Election Day is Tuesday, Nov. 4, 2014 with voting hour from 6:00 a.m. to 9:00 p.m.
- Laberge Group Letter regarding Grants and Funding of Public Water & Sewer Projects
- Preserving Rural Character Through Conservation Subdivision Design Lecture on Monday, Oct. 27, 2014, 6:30-8:30 p.m. at the Waterman School Auditorium – presenter Randall Arendt
- Letter from Milken Institute's Best Cities for Successful Aging Advisory Committee
- * **Other Matters That Have Come Before the Board since Posting the Agenda***
- Glens Falls National Bank's Trust and Investment Group Third Quarter 2014 letter

WWTP – In Trustee Angelillo's absence, Mayor Hubbard gave the WWTP report for the month of September, 2014 noting that it was another excellent month with the 12-month rolling average way down at .59, 1.91" of precipitation, BOD removal of 94% and Suspended Solids removal of 95%, and no violations. Mayor Hubbard commented that we don't know how lucky we are. Atty. Byrne added that people probably wonder why we read the Discharge Monitoring Report each month, but things used to be much different. Mayor Hubbard said these reports are a tribute to Water and Wastewater Treatment Operator Psenicnik.

Village Historian – Village Historian Battle read aloud the following Historic Moment.

This is not a history of the Village Police Department. That will be a winter project. It is noted that the first mention of a Village policeman was a Constable, Munson Thorpe, appointed August 11, 1857. Up to then law enforcement was handled by the County Sheriff. The first Village Police Chief was Jack Thompson who joined the Department in 1942. He had one patrolman, George Davis

In order to get a patrolman in the early years, one had to telephone the Village Electric Light station. A worker there would take down the complaint. He would flip a switch that would turn on a red globed light on a pole at the northeast corner of Genesee and Jordan Street. The foot patrolman would go to the Light Station for the assignment. A dedicated police phone line was installed in the Electric Station in 1951.

In late 1950, local car dealer Grandy Motors (located on the corner where the present Fire Station is) furnished the first patrol car for the Village. It was a new 1950 special built 2-door Pontiac with leather upholstery. 'Skaneateles Police' was lettered on the door. Officer John Thompson used the car on the day patrol and Officer George Davis on the night patrol. Later, the car was equipped with a radio-telephone. It was dispatched by a Rochester located operator. So a call to the Skaneateles Police car was a 35 cent toll call.

In 1954 the Village voted to purchase a 2-way radio system. It was a Motorola brand. It was still necessary to call the Electric Light Plant or the Police Chief at the Municipal Office building, and

they would complete the call to the police car. The new radio system also put the Skaneateles Police in touch with all police in the western part of the State. The frequency was 39.18 MHz, with a call sign of KEE-443. The installed cost of the system was \$1,486.62.

In 1964, the Fennell Street Fire Station opened, with a room set aside for a Village Dispatching Center. All communications were moved from the Light Plant into this office.

1968, the SAVES radio system was installed. This was KJZ-837 on 45.52 MHz. A steel tower was installed behind the Fire Station, and the police and fire base station radio antennas were installed on it.

In 1969, the Village Police were able to communicate with Cayuga County on 39.10 MHz.

The patrol car's radio was a tube style with a dyno motor. It required a lot of electrical power. For the radio to function properly, the car had to keep the engine running, otherwise it would kill the battery in minutes. February 1969, then Mayor James Marshall, was concerned about the car's idling time actually being double the odometer reading and thus depreciating the car's value. He did not buy into the reason to keep the car running in the winter months was for a warm comfortable car – as he wrote “our police officers have sufficiently warm clothing so that keeping the engine running for heater purposes is not of too great importance.” In the same letter the Mayor suggested that the Village buy a new transistor type radio for \$900 ‘without delay.’ The old police radio, he wrote, would be installed in some other Village vehicle.

On September 25, 1979, the police radio frequency went to high band of 155.790 MHz and the call sign was WZY-357. Police radios were upgraded for the County 911 Center in 1992.

The most recent update in communications was in 2010 when Onondaga County went to the ‘trunked digital’ radio system for police, medical and fire services. Our Skaneateles Dispatch Center closed September 24, 2010. Skaneateles Village Police calls go the County 911 Center. First he had Rochester, now we have Syracuse. * Town Supervisor Sennett arrived.

(Insert picture of Village's New Police Car)

Status of new Village Hall Project – Mayor Hubbard said there is no news.

Status of NYSERDA Grant – Mayor Hubbard commented that the audit will be coming soon.

Status of Creek Walk Maintenance Plan – Dick Perkins recalled reporting at the October 9 meeting on the work they did – the creek walk appears to be in good condition.

Status of Village's Cable TV Franchise Agreement with Time Warner – Att. Byrne said there has been no contact from Time Warner.

Status of Follow-up on Job Descriptions – Mayor Hubbard said the Trustees have a copy of the memo Clerk/Treasurer Couch wrote; this is ongoing.

Update on Central New York Solar Summit of Tuesday, Oct. 14, 2014 – Trustee Stokes-Cawley said she attended the Central New York Solar Summit that was attended by about 140 people and there are a couple of things she brought back. She reported that the NYS Unified Solar Permit is an effort to help reduce some of the soft costs of the solar energy permitting process through standardization. Each municipality that adopts the Unified Solar Permit receives \$2,500 from NYSERDA; minor modifications can be made to the permit. Trustee Stokes-Cawley said the Planning Board, ZBA and Municipal Board have copies of the NYS Unified Solar Permit for review and subsequent recommendation to the Village Board. Trustee Stokes-Cawley also explained that the Solarize NY program is to advance larger scale municipal installations of solar generation. The Municipal Board talked about it at their meeting last evening and Municipal Board Advisor Ed Dienst offered to follow-up with former DMO Bob Lotkowitz to determine whether or not there are restrictions on generating by communities with municipal power systems. Additionally, Clerk to the Boards Dennis Dundon will follow-up with Chris Carrick to find out if any projects were discussed during Climate Action Plan (CAP) development. Trustee Stokes-Cawley

said a contact at the CNY Regional Planning & Development Board (CNYRPDB) advised that DEC wants to use the Village's CAP on their website as a sample. Inasmuch as the CAP is already publicly accessible on the Village's website, she and Clerk/Treasurer Couch don't see any problem and view it as a compliment that the DEC chose our CAP as one of the samples. This item can be removed from the agenda until the second meeting in November or first one in December as we will await recommendations.

NEW BUSINESS

Village Election – Resolution #2014-190: On the motion of Trustee Stokes-Cawley, seconded by Trustee Lanning, it was resolved and unanimously carried (3-0 in favor) to provide that the Village Election will be held on Wednesday, March 18, 2015.

“Special Board” – Mayor Hubbard read aloud the resolution prepared by Atty. Byrne.

RESOLUTION of the VILLAGE BOARD OF TRUSTEES APPOINTING A SPECIAL BOARD

TO REVIEW 2005 JOINT COMPREHENSIVE PLAN

WHEREAS, the Village and Town of Skaneateles previously adopted Comprehensive Plans in 1974, 1996, and 2005; and

WHEREAS, the existing Comprehensive Plan is known and referred to as the “Town and Village of Skaneateles Joint Comprehensive Plan” and was adopted on July 11, 2005 (the “Comprehensive Plan”); and

WHEREAS, the Village Board of Trustees (the “Village Board”) recognizes the need to review and make recommendations for the possible amendment of the Comprehensive Plan; and

WHEREAS, pursuant to New York State Village Law §7-722(4), the Village Board may prepare a proposed comprehensive plan or an amendment thereto; and

WHEREAS, pursuant to NYS Village Law §7-722(4), the Village Board is empowered to direct, by resolution, the Village Planning Board or a “Special Board” to prepare a proposed comprehensive plan or an amendment thereto; and

WHEREAS, the Village Board desires to join with the Skaneateles Town Board, acting under the New York State Town Law, to appoint a “Special Board”, pursuant to NYS Village Law §7-722, to review the existing Joint Comprehensive Plan and to recommend a new Comprehensive Plan or an amendment, update, or other changes; and

WHEREAS, organizations in the Town and Village of Skaneateles have heretofore reviewed and considered possible revisions to the Comprehensive Plan since 2005, including the organization known as the Comprehensive Plan Review Committee, and the Village Board desires that the “Special Board” consider and draw upon the work completed by such organizations;

NOW, THEREFORE, it is:

RESOLVED, that a “Special Board”, henceforth known as the “**Comprehensive Plan Special Board**” or the “**CPSB**” is hereby created and empowered to review the existing Joint Comprehensive Plan for the Town and Village of Skaneateles and to then make proposals for either no action, or to propose a new comprehensive plan, or to propose amendments, updates or other changes to the Comprehensive Plan; and it is

FURTHER RESOLVED, that the following individuals are appointed as members of the Comprehensive Plan Special Board: Jeff Harrop, Bob Eggleston, Jessica Cogan Millman, Doug Sutherland and Mark Tucker (Doug Sutherland being an individual currently serving on the Village of Skaneateles Planning Board, as required by Village Law §7-722); and it is

FURTHER RESOLVED, that the Comprehensive Plan Special Board is directed to consult with and draw upon the work of organizations existing prior to the adoption of this Resolution that have considered the Comprehensive Plan since its adoption in 2005, including but not limited to, the organization commonly known as the Comprehensive Plan Review Committee; and it is

FURTHER RESOLVED, that the Comprehensive Plan Special Board shall hold one or more public information sessions prior to any public hearings, and to then hold one or more public hearings as

required by law, and such other meetings as it deems necessary, to assure full opportunity for citizen participation in the preparation of its recommendations, and that notice of such public hearing(s) shall be published in a newspaper of general circulation in the Village, and on the Village's website, at least ten (10) calendar days in advance of such hear(s); and it is

FURTHER RESOLVED, that the Comprehensive Plan Special Board shall, by resolution, propose action on the Comprehensive Plan to the Skaneateles Village and Town Boards within ninety (90) days of this date of this Resolution.

Mayor Hubbard asked if there were any questions or comments. There being none, the foregoing **Resolution #2014-191**: was duly moved by Trustee Lanning and seconded by Trustee Stokes-Cawley a quorum being present, and each voted on the Resolution as follows:

Trustee Angelillo	<u>Absent</u>
Trustee Jones	<u>Absent</u>
Trustee Stokes-Cawley	<u>Yes</u>
Trustee Lanning	<u>Yes</u>
Mayor Hubbard	<u>Yes</u>

The Resolution was, therefore, duly adopted on this October 23, 2014.


Patty Couch, Clerk-Treasurer

Snow Plowing Agreement – Atty. Byrne advised that this agreement dates back to 2005 and is an annual agreement. It is Village policy to delay the dedication of roads and other public infrastructure until construction activity has been completed so that Village taxpayers aren't burdened with the cost of repairs. This arrangement, of the past nine years, is mutually beneficial for the Parkside Subdivision property owners, the Village, and Village taxpayers. **Resolution #2014-192**: On the motion of Trustee Stokes-Cawley, seconded by Trustee Lanning, it was resolved and unanimously carried (3-0 in favor) to approve the renewal of the annual snow-plowing agreement for Parkside, for the Winter of 2014-15. Atty. Byrne will notify Trason Skaneateles, LLC, the owner of the streets in the Parkside Subdivision, of the approval and ask that they obtain a certificate of insurance reflecting its general liability insurance coverage and naming the Village of Skaneateles as "certificate holder" and "named insured party".

New Playground at Austin Park – Parkitects Project Manager Karen Armstrong distributed drawings of what is being proposed and reviewed the simple additions that include shading for the sandbox and some more seating. Two shade toppers were chosen for the sandbox – fabric shades, that can stay on all winter or be removed, the same as at the Waterman School playground. Ms. Armstrong said a bench will also be installed in a location that maximizes the shade, three picnic tables, and a trash receptacle at the perimeter. The picnic tables are substantial at approximately 300 lbs. and can stay out during the winter. Ms. Armstrong passed out pictures of the welcome/dedication sign that is planned for installation near the walkway. The new sign will act as a dedication of the playground and "thank you" to the amazing community for all the joint efforts involved in creating the new playground through the successful community build on May 18-20, 2012. While it will be too late for plantings around the base of the sign this year, it is planned for the future. Installation is scheduled for November 3 & 4, 2014. In response to Trustee Lanning, Ms. Armstrong said PARCS is funding the site enhancements. Town Supervisor Sennett said she talked with Meg Keady about maintenance concerns and is all set. Ms. Armstrong said she'd be happy to come to Skaneateles in the spring to work on maintenance. She added that she always enjoys coming to Skaneateles, so please feel free to call her. Mayor Hubbard asked if there were any additional questions or comments. There being none, **Resolution #2014-193**: On the motion of Trustee Lanning, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (3-0 in favor) to approve the site enhancements to the new playground at Austin Park as proposed. Mayor Hubbard commented that we are fortunate to have PARCS to raise funds for such amenities.

Deputy Clerk/Treasurer Cerimeli – Mayor Hubbard said Deputy Clerk/Treasurer Cerimeli commenced

employment with the Village in April and with her six-month probation ending this week, a wage increase is considered. In response to Trustee Lanning asking if she agreed, Clerk/Treasurer Couch said that is why she wrote the memo recommending an increase in her compensation. Deputy Clerk/Treasurer Cerimeli is extremely smart and capable, is willing to take on new tasks whenever asked, and has proven to be a valued employee. She has a positive attitude and is a pleasure to work with. **Resolution #2014-194:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Lanning, it was resolved and unanimously carried (3-0 in favor) to recognize the end of Deputy Clerk/Treasurer Cerimeli's probation period and authorize a compensation increase to \$466.00 per week. Mayor Hubbard said Deputy Clerk/Treasurer Cerimeli is a great addition to the Village Office.

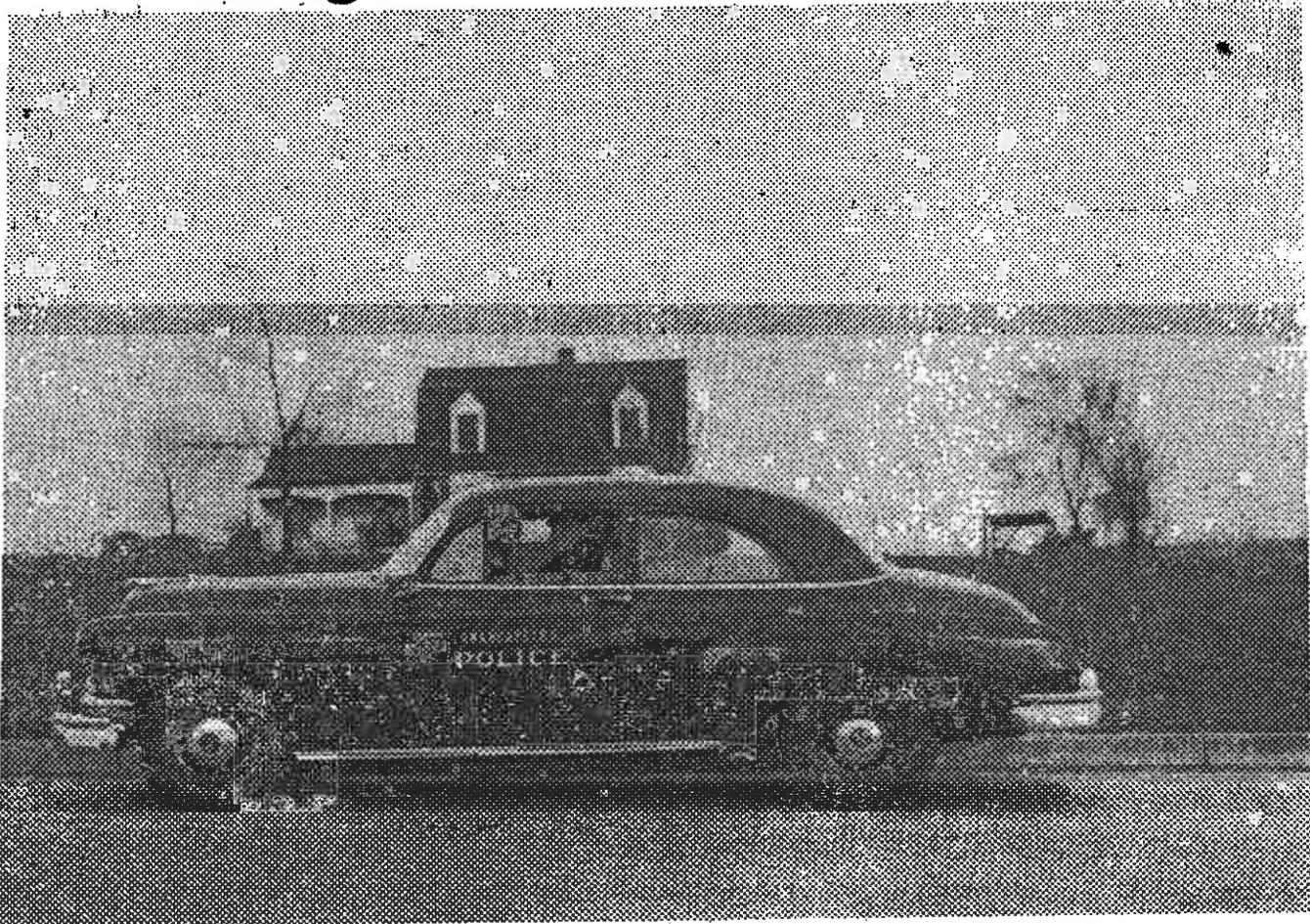
Approval of Bills – In reviewing the bills, Mayor Hubbard noted that insurance covered the cost for voucher 506. In response to Trustee Lanning asking about the voucher to Card Plumbing for installing new toilets and sinks, SVFD President Perkins said they were for the Coon Hill and Mandana stations. The original equipment was badly stained and not operable because of water conditions. Relative to the Electric voucher for the purchase of lamp posts and luminaires that Trustee Stokes-Cawley noted, Dick Perkins said three have already been installed to replace ones hit by cars. Mayor Hubbard recognized that they also try to have some extra on hand. **Resolution #2014-195:** On the motion of Trustee Lanning, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (3-0 in favor) that bills from Abstract #10 be audited and paid as follows:

General Fund	Vouchers #475-520	Checks #16657-16703	\$ 46,498.07
Sewer Fund	Vouchers #116-120	Checks #4792-4796	\$ 4,206.18
Electric Fund	Vouchers #122-135	Checks #5455-5467	\$107,106.05
Water Fund	Vouchers #56-61	Checks #3788-3793	\$ 1,331.10

Adjournment – **Resolution #2014-196:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Lanning, it was resolved and unanimously carried (3-0 in favor) to adjourn the meeting at 8:15 p.m.


 Patty Couch
 Village Clerk/Treasurer

Village's New Police Car



Officer Thompson watches expectantly for speeders

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Dairy Interests Invited to Syracuse For Meet Dec. 14-15