

VILLAGE BOARD MEETING MINUTES
NOVEMBER 24, 2014
7:30 P.M.

PRESENT: Mayor Hubbard, Trustees Angelillo, Jones, and Stokes-Cawley, Police Chief Perkins, Village Historian Batlle, Codes Enforcement Officer (CEO) Crompt*, Village Atty. Byrne

ABSENT: Trustee Lanning

Others:	Jonathan Monfiletto	Skaneateles JOURNAL
	Jason Gabak	Skaneateles PRESS
	Dave Colegrove	22 Fennell Street
	Andy Ramsgard	61 East Genesee Street

Minutes – Mayor Hubbard noted that at the November 13 meeting, when he acknowledged receipt of the Onondaga County Legislature Notice of Amending the 2014 County Budget to release contingency funds for distribution of \$30,000 to the Village of Skaneateles, he misspoke when he said it is related to East Street waterline replacement. He should have said, and the minutes do reflect, “.. related to future drainage work on East Lake Street”. **Resolution #2014-208:** On the motion of Trustee Jones, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (4-0 in favor) to approve the minutes of the Regular Meeting of November 13, 2014 as presented with the revision noted above.

Correspondence & Announcements – Mayor Hubbard reviewed the following:

- Important Information about Your Drinking Water mailed November 19, 2014 advising customers that tests showed Coliform bacteria in Skaneateles Village water on October 10, 2014.
 - Glens Falls National Bank LOSAP Statement for October, 2014
 - Letter from Skaneateles YMCA and Community Center Branch Executive Director Dorothea Hughes requesting the use of Austin Park for the 2nd Annual Winterblast Team Relay Race on Sun., Jan. 25, 2015 as part of the Skaneateles Sunrise Rotary’s Winterfest weekend. Trustee Jones noted that we have not yet heard plans for the 2015 Winterfest weekend, but recognized that the Skaneateles Sunrise Rotary usually brings this to the Board in early January. Trustee Jones said a Certificate of Insurance naming the Village as an additional insured will be provided, so she is comfortable approving the event. She also recognized that Director Hughes undoubtedly wants to move ahead with advertising the event. **Resolution #2014-209:** On the motion of Trustee Jones, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (4-0 in favor) to approve the Skaneateles YMCA and Community Center’s request to use Austin Park for the second annual Winterblast team relay race on Sunday, January 25, 2015, between 10 am and 1 pm.
 - Letter from Congressman Maffei – follow-up on the Fire Grants Workshop
 - NYCOM email – 1st in a series of “Issues in Focus” policy brief – edition focuses on the proper use of NYS’s \$5.1 billion in bank settlement funds. NYCOM’s report calls on the Governor and the State Legislature, when determining the allocation of such funds over the coming months, to do so according to three guiding principles:
 1. Use for Non-Recurring Expenses
 2. Invest in Municipal Infrastructure as the Foundation to Economic Development
 3. Use of Existing Programs to Allocate Funds Widely, Efficiently and Fairly
- Mayor Hubbard said that NYCOM is actively pursuing this.
- Letter from Andy Ramsgard to the Board of Elections copied to the Village regarding a complaint about the registration roll; Village Atty. Byrne’s response letter of November 19, 2014.
 - Inasmuch as several people have asked him, Mayor Hubbard asked Clerk/Treasurer Couch to add the Thanksgiving Turkey Trot event to the website calendar noting the 9:00 a.m. start time.

Village Historian – Village Historian Jorge Batlle read aloud the following:

Historic Moment – Postal Service

In 1774 Benjamin Franklin was named Postmaster General. Mail was carried by horseback. Mail was not sent to Skaneateles back then so if you wanted your mail you had to travel over the hills to Marcellus. In 1803, Skaneateles resident Colonel William Vredenburg had to make this trek twice a week to get mail.

Being originally from New York City, he was accustomed to more prompt and direct mail service. He wrote to Congress, when they convened in Philadelphia, and he was given permission to establish a Post Office. This opened in October 1, 1804 and Colonel Vredenburg was the first Postmaster. Mail bags arrived twice a week, by mail coach or sleigh, at the Colonel's home on the corner of Onondaga Street and East Genesee Street. By 1808 the mail run was now daily.

The first Post Office was on the site of the present St. James Church. It was a small yellow painted building – one half was the Post Office and store and the other half was used for church services. In 1827 the Post Office moved to make way for the new St. James Church. The new location was 28 East Genesee Street, the present site of a real estate office. The Post Office was destroyed in the great fire of 1835.

Isaac Sherwood was an early mail carrier. He started out on foot, then graduated to horseback and finally to stage coach. His routes grew to include many other cities, bringing in \$60,538 paid in quarterly amounts by the Postmaster General. Stage coach runs ceased when mail was sent out by train from Syracuse to Hart Lot where the local carriers would bring it to Skaneateles.

In 1804 it took 8 days for a letter to reach New York City and the postage was between 20 and 40 cents depending on the distance. 1847, adhesive stamps were first used but only by large Post Offices like Syracuse. 1860 was the first Pony Express run. It covered 1,950 miles in ten days for \$5.00 in postage per half ounce. Montgomery Ward sent out by mail, the first catalog (1 flyer of 1 page) in 1872.

The Skaneateles, New York cancellation imprint was probably done with a cork, hand-carved by the Postmaster. The image, using special black ink furnished by the Postal Department, was stamped on all letters.

Skaneateles Post Office locations changed. In 1874 it was located at 58 East Genesee Street (currently Isadora). In 1894 it was located in the Eckett Building (Seitz) and then moved to 5 East Genesee Street in 1902, where today's Community Bank and Moore Jewelers are located. In 1962 a new building was constructed at 14 West Genesee Street, the site of the present Packwood House. In 1997 it moved to its present Fennell Street location.

Other facts about the Postal Service – 1896 Rural Free Delivery was established. 1901 service to the Mandana Post Office, first established in 1830, was assumed by the Skaneateles Post Office. 1918 air mail service began. 1920 first cross-country air mail service. 1950 twice a day residential deliveries cut to one. 1963 ZIP codes assigned to all Post Offices. 1992 self-sticking stamps first introduced.

The Board thanked Village Historian Batlle for the interesting report.

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

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

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

Status of Follow-up on Job Descriptions – Mayor Hubbard said the Trustees are in receipt of Clerk/Treasurer Couch's memo advising that a Village Administrator position can be created by local law. Relative to the timing of a public hearing, he asked the pleasure of the Board. Trustee Jones said she'd be in favor of doing it sooner rather than later. When salary adjustments were made, she and Trustee Stokes-Cawley, in particular, concurred that titles and job descriptions out to be brought into line to accurately reflect the positions' responsibilities. **Resolution #2014-210:** On the motion of Trustee Jones, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (4-0 in favor) to authorize publication of Notice of Public Hearing on Thursday, December 11, 2014 at 7:30 p.m. on Local

Law #5 of 2014 – Create Village Administrator Position. In discussing the resolution, Trustee Angelillo asked if we could tie-in adding the Police Lieutenant position. Atty. Byrne said that position does not require a local law and will be discussed later this evening in Executive Session.

Status of Additional Lake View Cemetery Board Member – Mayor Hubbard advised that Lake View Cemetery Board Member Blackler asked that this item be included on the agenda as she is disappointed that we have not had any interest in this Board seat. Clerk/Treasurer Couch explained that a letter was sent July 21, 2014 to local churches asking the clergy to let us know if any Village resident in their congregation was interested in serving. Trustee Jones noted that her United Methodist Church Pastor, Rev. Joellyn Tuttle said the difficulty comes in that the person has to be a village resident. Atty. Byrne said we can't waive the Village residency requirement; Jorge Batlle noted that we need another member who can vote. Mayor Hubbard advised the press that a copy of July 21 letter is available and the Board would appreciate their covering our need for another Cemetery Board Member.

Consider Municipal Board recommendation relative to Solarize CNY consideration – Mayor Hubbard said there has not been clarification yet, but he is of the understanding that we can only be promoting Village owned properties. Atty. Byrne agreed that we can't commit properties not owned by the Village. Trustee Stokes-Cawley said at this time the CNY Regional Planning & Development Board (CNYRPDB) is trying to get an idea of what sites are possibilities for potential solar system development. There'd be no commitment; they are offering a free, preliminary assessment. There was discussion about potential sites and Atty. Byrne noted that the Village could support endorsing the Fire Station site, but it would have to be a joint decision with the Town of Skaneateles as the station is jointly owned.

Resolution #2014-211: On the motion of Trustee Stokes-Cawley, seconded by Trustee Jones, it was resolved and unanimously carried (4-0 in favor) to address a letter to CNYRPDB Energy Program Manager Chris Carrick proposing the Village's municipal buildings for potential sites for solar system development as follows: the Waste Water Treatment Plant and/or Department of Public Works at 3829 Fennell St.; the Austin Park Arena at the corner of Jordan and Austin Streets; the old SAVES building behind the new Village Hall; Skaneateles Fire Department Station #2 on Coon Hill Road; and Skaneateles Fire Department Station #3 on State Route 359.

NEW BUSINESS

Authorize Hiring Director of Municipal Operations – Trustee Angelillo reported that we concluded our search for a Director of Municipal Operations with an interview in Executive Session at the November 13, 2014 Village Board Meeting. Subsequently, back in open session, the Board resolved to offer the position to Shannon Harty; she accepted and gave a tentative start date of December 8, 2014.

Resolution #2014-212: On the motion of Trustee Angelillo, seconded by Trustee Jones, it was resolved and unanimously carried (4-0 in favor) to authorize hiring Shannon L. Harty as the Director of Municipal Operations. Mayor Hubbard advised the press that copies of her resume are available, but asked that they respect that she is gainfully employed. Personal contact can be made once she commences employment with the Village.

Bartlett Tree Expert Tree and Shrub Care Proposal – Mayor Hubbard reported that the Tree Committee scheduled a meeting for Wednesday, December 3, 2014 at 3:00 p.m. at the Village Office to review the Bartlett Tree Expert's proposal for tree and shrub care. After review of the list and concurrence of which trees will be removed, residents will be formally notified and trees will be marked. Trustee Jones noted that most of the trees slated for removal were from owner and neighbor requests.

Holiday Schedule – **Resolution #2014-213:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Jones, it was resolved and unanimously carried (4-0 in favor) to authorize the DPW, Light and Water Departments to switch the Wednesday, December 24, 2014 holiday to Friday, December 26, 2014. In discussing the resolution, Trustee Jones noted that this the same as authorized for the Village Office.

* CEO Crompton arrived.

Approval of Bills – Resolution #2014-214: On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (4-0 in favor) that bills from Abstract #12 be audited and paid as follows:

General Fund	Vouchers #534-572	Checks #16763-16801	\$166,625.31
Sewer Fund	Vouchers #134-138	Checks #4811-4815	\$ 22,169.19
Electric Fund	Vouchers #149-161	Checks #5481-5493	\$104,246.75
Water Fund	Vouchers #69-72	Checks #3802-3805	\$ 3,391.69

Executive Session – Resolution #2014-215: On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (4-0 in favor) to move into Executive Session at 8:03 p.m. for a Police personnel discussion. **Resolution #2014-216:** 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 at 8:33 p.m. **Resolution #2014-217:** On the motion of Trustee Angelillo, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (4-0 in favor) to move back into open session.

Create Part-time Lieutenant Position – Resolution #2014-218: On the motion of Trustee Angelillo, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (4-0 in favor) to authorize creating the position of Part-time Lieutenant as described in the Onondaga County Civil Service job description of Police Lieutenant (Towns & Villages) at \$2.00 per hour above the step pay.

Appoint Officer Coon – Resolution #2014-219: On the motion of Trustee Jones, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (4-0 in favor) to appoint Officer Dan Coon to the newly created position of part-time Lieutenant. In discussing the resolution, Mayor Hubbard recognized that Officer Coon retired from the Onondaga County Sheriff's Dept. in 2011 after 30 years of service with the rank of Lieutenant. He was hired as a part-time officer in Skaneateles in 2011 and has worked for the Village continuously since then. Chief Perkins recommended his being appointed as Lieutenant. Mayor Hubbard said he hopes this appointment moves our department to recruitment of more Onondaga County Sheriffs and NY State Police.

Pay Stations – Relative to the pay stations, Trustee Angelillo advised that Clerk to the Boards Dundon is involved with discussions, assessments, and review of proposals. Chief Perkins confirmed that he and Dennis met already and he anticipates that Dennis will have a presentation in a couple of weeks, in plenty of time for him (Chief Perkins) to be present before he leaves for Florida after Christmas.

Adjournment – Resolution #2014-220: On the motion of Trustee Stokes-Cawley, seconded by Trustee Jones, it was resolved and unanimously carried (4-0 in favor) to adjourn the meeting at 8:40 p.m.


Patty Couch
Village Clerk/Treasurer