

VILLAGE BOARD MEETING MINUTES
JULY 9, 2015
7:30 P.M.

PRESENT: Mayor Hubbard, Trustees Angelillo, Dove, Lanning, and Stokes-Cawley, DMO Harty, SVFD Chief Evans*, Codes Enforcement Officer Crompt*, Clerk to the Boards Dundon

Others:	Jonathan Monfiletto	Skaneateles JOURNAL
	Jason Gabak	Skaneateles PRESS
	Curt Coville	36 Onondaga Street
	Robert Coville	3750 Fisher Road
	Brian Carvalho	8 Academy Street

Minutes – Resolution #2015-145: On the motion of Trustee Angelillo, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to approve the minutes of the Regular Meeting of June 25, 2015 as presented.

Correspondence & Announcements - Mayor Hubbard reviewed the following:

- Thank you letter from the Skaneateles Community Center for the gift of \$130,735.00 in memory of Duke Schneider. Mayor Hubbard commented that there was a very nice ceremony at the Community Center and he complimented the press for the coverage and recognition of Duke for his contribution to the community.
 - Email from Megan Coleman, Anchor, New Content Manager, WSTM-TV, NBC3 – Your Town segment. Undoubtedly there will be more communication prior to July segment.
 - NYCOM News – End of Legislative Session
 - Email from Toby and Jessica Millman regarding Municipal Waste Trucks
 - Copy of Tree Advisory Board 's letter to Claudette Strnad thanking her for the diligent care of the recently planted street tree at 32 Onondaga Street
 - Onondaga County Mayor's Association Summer Outing on Monday, August 31, 2015, Skaneateles Lake Dinner Cruise on the Judge Ben Wiles. Mayor Hubbard said we will need to RSVP as the date moves closer and invitations will be offered to all on the Village roster.
 - Copy of letter from Lorraine Stillitano relative to concerns about handicapped accessibility in the Village; copy of Sherwood Inn's reply
 - Email complaint from Donna Himelfarb relative to door-to-door solicitors selling magazine subscriptions. Mayor Hubbard said Chief Perkins curtailed this particular group's door-to-door solicitation. Residents should pass along information to the Village Office as it should have ceased and desisted.
 - Reminders: Joint Public Hearing on the Proposed Comprehensive Plan Monday, July 13, 2015, 7:00 p.m. at the Fire Station. Atty. Byrne said he printed hard copies for the Board that include Special Counsel Galbato's email of Village Planning Board recommendations.; Clerk-Treasurer Couch said copies are also available at the Village Office; Village Office commences summer hours (closing at 1:00 p.m.) on Friday, July 10
 - Email from Karen Pelski seeking a location for a tree in memory of her grandmother-in-law, Lucille Garlock
- * Other Matters That Have Come Before the Board since Posting the Agenda***
- Letter from SCS High School Principal Santoro thanking the Police Dept. for their efforts at the 65th Annual Commencement Ceremony on Sunday, June 28, 2015. Mayor Hubbard said he attended the ceremony that went well; as far as he knows there were no complaints.
 - Email from NYCOM Executive Director Baynes – NYCOM Petition to PSC regarding Local Gross Receipts Tax (GRT)

Police Department – Trustee Angelillo advised that Chief Perkins called to report that he wasn't available to attend this evening's meeting.

Director of Municipal Operations (DMO) – DMO Harty reported as follows:

Residents' Issues:DPW:

- Vacations have us down to thin crews – work is limited.
- Kevin Young and Mike Dries are continuing on cleaning out catch basins, developing a list of basins in need of repairs.
- All done with stripping.
- Continuing work on street signs; waiting on material deliveries that we just received; have several locations that will be UFPO'ing for install next week.
- Have a list of concrete sidewalk repairs – will start week of 7/20
- Spent this week working on water main leaks:
 - One in front of the Sherwood Inn. Originally thought it was the hydrant, turned out to be a bell joint leak on the main. Installed a new 6" Hydrant when the trench was open – replaced existing 4". In response to Trustee Angelillo asking if we brought in an extra crew, DMO Harty said we had W.D. Malone in to do the 6" tap on the live main.
 - One in front of Blue Water Grill. Dug initially on 7/8 suspecting it on the hydrant tee. Brought in a utility leak detection firm to help pin point location. Turned out to be an abandoned leaded service. Service to the Blue Water Grill was interrupted for 2-3 hours during repair work.
 - Leak on service of 168 East Genesee Street (Mike Cogswell). Likely in the middle of Westbound land of East Genesee Street. Will be digging and likely installing a new service on Monday 7/13/15. Can't do tomorrow because of a burial.
- Tree pruning in Thayer Park. Tree Committee expressed concern about dead branches and asked to have me look into. Met with Mike Gorham (Bartlett) – it's been several years since that area was pruned. He gave a proposal for 2 phases – pruning (\$3,450) and then treatment (\$1,085). Looking for authorization for pruning right now. Will hold on treatment. Mayor Hubbard noted that there is money in the budget for trees and this is well within that amount.

Sewer:

- Month of June
 - Treated a total of 26.346 Million Gallons of Water = 0.878 MGD
 - Total Precipitation = 7.72 inches; a very, very wet month
 - Discharge to ORF = 413,400 gallons; no untreated discharge even with the wet weather.
 - Sludge Disposal = 54,259 gallons of sludge sent to Auburn WWTP
 - Maintenance:
 - 6/5/15 – Annual DEC Inspection went well with no negative comments
 - 6/8/15 – Annual Influent and Effluent Flow Meter Calibration
 - 6/23/15 – PRF Lagoon Clean

Water:

- Month of June
 - Produced a total of 17.94 Million Gallons of Water = average of 597,933 gallons per day
 - No raw water turbidity exceedances
 - All 3 microbial samples in distribution system came back negative
- Meter replacement ongoing

Electric:

- Summer vacations going on – thin crew so work is limited.
- Working through details with L&G for new meter system. Atty. Byrne reviewed and provided comments on the L&G contract. DMO Harty confirmed that procurement is in place.

Trustee inquiries: Trustee Lanning asked if we know where the inflow is. DMO Harty said we know exactly where it is and noted that we had a study 6 or 7 years ago. Relative to the sign for Academy Street, she advised Trustee Lanning that it will be installed the beginning of next week. DMO Harty also reported that she received a call from the Chamber of Commerce over the weekend about trash pick-up and is wondering if we have any more containers. Mayor Hubbard said we put more out for Dickens and thinks we could have extras out all summer long. Trustee Dove said when she was Director of the Chamber her staff would sometimes empty the containers and re-line the container with a bag left in the

bottom. DMO Harty said the Chamber can also call the answering service for another pick-up by the on-call Laborer.

Codes Enforcement Officer (CEO) – Mayor Hubbard confirmed receipt of CEO Crompt's report that listed the following: 16 Building Permits; 7 Letters in regards to Violations/Complaints; 2 Final Inspections; 2 Certificates of Occupancies; 1 Fire Inspection; 2 Footer Inspections; 1 Foundation Inspection; 2 Insulation Inspections; 1 Home Occupation; 21 Fennell Street project completed and permit closed.

Status of NYSERDA Grant – DMO Harty said there is no report.

Status of Masonic Temple and Gazebo Restrooms – Mayor Hubbard noted that the port-a-johns are in place and moved to a less objectionable location. Trustee Dove said she asked Chamber Director Lynn to have D&D Cleaning check the condition of the port-a-johns when they are cleaning the Masonic Temple restrooms. Mayor Hubbard said there were no complaints over the July 4th weekend.

Status of Idea to Close the Alley between the Lynn and Clark properties to vehicles – Mayor Hubbard said there is nothing new to report.

Short-term Rentals / Notice to Homeowners – Mayor Hubbard said an Executive Session is planned tonight to discuss a notice that we anticipate sending to all Village property owners. He thanked all who wrote to the Village. He said he thinks the letters will be more effective and he is pleased with the amount of interest and sincerity. Mayor Hubbard said the letters are well written and well-intended.

Follow-up from last year's Antique Boat Show Suggestions – Relative to the concerns about parking and the suggestions offered after last year's Antique Boat Show, Trustee Dove reported that she talked to Chamber Director Lynn who said that the Chamber will put up additional signage directing visitors to the Austin Park Pavilion parking lot as well as the lot that the Town has opened up next to Town Square. Director Lynn said they also included information in all boat show communications and the boat show program about where people can park.

*CEO Crompt and SVFD Chief Evans arrived

Skaneateles Volunteer Fire Department – SVFD Chief Evans read aloud his report for the month of June as follows: Calls: 10 Fire; 6 Rescue; 0 Water Rescue; 4 EMS (Assist SAVES); 4 Mutual Aid. Total calls for 2015: 172 (-1 call from the previous year); Total Personnel Hours for 2015: 1521.2; Personnel Average for 2015: 15.1. During the month of June, members of the SFD spent a large number of hours on two single incidents. The first, assisting in the search of two missing kayakers on the Seneca River in the Baldwinsville Fire District and the second on a fatal car accident just west of the Village on Route 20. Drills: Total drills for June: 6; Personnel Average for June: 15; Personnel Hours for June: 186; Total personnel hours spent on calls & drills for month: 671.1; Total personnel hours spent on calls & drills only for 2015: 2,816.8 (This does not count the hours spent on committee meetings, state trainings, paperwork, monthly meetings and general fire department maintenance.) Upcoming trainings: July 13 – Vehicle Extrication @ Transfer Station – 19:30; July 20 – Vehicle Fires @ Transfer Station – 19:30; July 27 – Water Rescue & Dive Exercise – Skaneateles Country Club – 19:30. Meetings for July: Blue Devil Data System – 7/15 @ 19:00; Labor Day – TBD @ 19:30; Officers – 7/30 @ 19:30; Onondaga County Fire Chief's Association – 7/29 @ 19:00; Truck – 7/22 @ 19:30; Trustees/Board of Directors – 7/30 @ 19:00.

Other Business:

- What is the status of the East Lake St. water project?
- What is the status of the annual hydrant flow testing?
- Blue Devil Data System – Chiefs met with the owners, local firefighters, to review their product. Product is user friendly and would allow documentation to occur by other members and officers on every dispatched call. Will also allow the SFD to track numerous training and OSHA

requirements at the local, state and federal level which will assist in the development of reports on a monthly and annual basis.

- Each SFD members will be assigned a department email address and the expectation is that departmental business will be conducted using the department assigned email. Each email address will be the first initial, last name@skanvfd.org. This will reduce the need of members utilizing their personal email for departmental business.
- Water Rescue 2 should be ready to return to the water at the beginning of next week. Bush Electronics has buttoned up the electrical. The delay at Smith Boys was due to the alternators not working and new one's needing to be ordered.
- Engine 11 – returned from Jerome on Tuesday, June 23, has been striped and lettered and was returned to service on Wednesday, July 1. Engine 14 has been sent out for repairs to the leaking water tank, when returned will replace Engine 21 (Coon Hill Station). Engine 21 will then be deemed surplus and offered to the highest bidder.
- Dave Newell was approved as a Life Member of the Skaneateles Fire Department for his 25 years (July 1990 to July 2015) of dedicated service to the Skaneateles Fire District.
- Field Days Update – The annual car show will be held Saturday morning August 29 followed by a children's play period from 1:00 p.m. to 4:00 p.m. sponsored by Pride & Joy. Music acts have been finalized, the Barrigar Brothers will perform on Saturday from 4:00 p.m. to 7:00 p.m., followed by Rhythm Method from 8:00 p.m. to 11:00 p.m. The Mere Mortals will be playing Sunday evening August 30 with the fireworks to follow.
- As of July 6, 2015, 611 tickets have been sold for the High Stakes Money Drawing. The following numbers were drawn at June's meeting and awarded \$100 in prize money: 20, 240 and 601. Tickets sales have dropped off significantly, but tickets are still available from any firefighter or online at www.skaneatelesvfd.com. Individuals not wishing to purchase a High Stakes raffle ticket will be able to pay \$20 at the door to enter Casino Night and enjoy the unlimited food, drink and casino games for the evening. The 3rd Annual Casino Night and High Stakes Money Drawing is scheduled for Saturday August 1 at the Austin Park Pavilion.

SVFD Chief Evans said they also responded to a boating accident on Skaneateles Lake earlier this week and to a fire at the Sherwood Inn this evening. Trustee Lanning thanked the SVFD for their quick response when his girlfriend was in a car accident this week.

NEW BUSINESS

Transfer of chiller at Austin Park Pavilion – Mayor Hubbard referenced the email that Atty. Byrne gave to the Board on Monday concerning the request from the Community Center Board for transfer of the ice chiller/compressor and score board at the Austin Park Pavilion. He also commented that transferring the ownership of the ice skating equipment has been the intent since the Town decided to discontinue use of the Pavilion for skating, and the Skaneateles Community Center Board (SCCB) announced plans to construct a new ice rink.. Trustee Lanning said the chiller is on a skid and not attached to the building. He added that the Town paid \$130,000 for the chiller, so he doesn't think that it is the Village's. Atty. Byrne said the chiller is physically attached to the building owned by the Village, which makes it a "fixture" of the building. Plumbing is attached, it is hard wired, and therefore it is a fixture. It can't just be unhooked and taken out on a skid. Trustee Dove clarified that it was a donation from the Allyn's Austin Park Trust. Atty. Byrne said he doesn't know what account the Town paid from, but the money originated from the Allyn's. Trustee Lanning said in his opinion it is a Town issue. Atty. Byrne said he believes both the Town and Village have to approve the transfer. Trustee Lanning said he saw mention of an emergency appropriation from the Town. Atty. Byrne added it would benefit neither the Town nor Village to be responsible to remove the coolant. **Resolution #2015-146:** On the motion of Trustee Dove, seconded by Trustee Stokes-Cawley, it was resolved and carried (4-1 with Trustee Lanning voting no) to adopt the resolution as follows.

RESOLUTION #2015-146 OF THE BOARD OF TRUSTEES OF THE VILLAGE OF SKANEATELES ADOPTED JULY 9, 2015 AUTHORIZING AN AGREEMENT WITH THE SKANEATELES COMMUNITY CENTER BOARD AND THE

TOWN OF SKANEATELES

RECITAL

WHEREAS, pursuant to lease agreement dated as of March 16, 1992 (the "Lease Agreement"), by and between the Village of Skaneateles (the "Village"), as owner/landlord, and the Town of Skaneateles (the "Town"), as operator/tenant, the Town leases, operates and manages the Austin Park Pavilion located at 1 East Austin Street in Skaneateles, New York; and

WHEREAS, due to the aging nature of the ice rink related equipment and fixtures at the Austin Park Pavilion, the Town has determined to decommission ice skating operations at the Austin Park Pavilion; and

WHEREAS, the Town has identified certain ice rink related equipment and fixtures which are no longer needed by the Town or have reached the end of their useful life (such equipment to be referred to herein as the "Ice Equipment"); and

WHEREAS, in accordance with New York State Town Law §64(2-a), the Town Board may authorize the sale/disposition of items which are no longer needed by the Town or obsolete; and

WHEREAS, certain items of the equipment (chiller/compressor and scoreboard) are affixed to the building and are therefore "fixtures" and, as such, are the property of the Village; and

WHEREAS, the Skaneateles Recreational Charitable Trust, doing business as the Skaneateles Community Center Board (the "SCCB"), is a 509(a)(3) Type III "functionally integrated supporting organization" under the Internal Revenue Code of 1986, as amended, meaning that it is "operated in connection with one or more publicly supported organizations" including the Village and Town; and

WHEREAS, the SCCB owns a recreation facility located in the Town and is in the midst of developing an expansion project to include a second ice rink; and

WHEREAS, the Village Board and the Town Board desire to transfer the Ice Equipment to SCCB pursuant to the terms of an agreement (the "Agreement") attached hereto as Exhibit "A"; and

WHEREAS, the Village is a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"); and

NOW, THEREFORE BE IT RESOLVED, BY THE VILLAGE BOARD OF THE VILLAGE OF SKANEATELES, AS FOLLOWS:

Section 1. The Village hereby determines that the execution and delivery of the Agreement and the subsequent transfer of the Ice Equipment constitutes a Type II Action pursuant to Part 617.5(c)(20) of the Regulations and as such is not subject to review under SEQRA.

Section 2. The Village is hereby authorized to execute, acknowledge and deliver the Agreement. The form and substance of the Agreement in substantially the form attached hereto as Exhibit "A" is hereby approved. The Mayor is further authorized to execute and deliver any documents and to take such other action as may be necessary and proper to carry out the intent and provisions of the Agreement. The Agreement shall be substantially in the form approved by the Mayor with all necessary and appropriate variations, omissions and insertions as approved, permitted or required by the Mayor and the execution and delivery thereof by the Mayor shall be conclusive evidence of such approval.

Section 3. The Village hereby declares the chiller/compressor and scoreboard to be surplus property and, on the advice of the Village Attorney, is satisfied that the requisite public purpose for a transfer of public property exists (IE, the facilitation of public recreation activity, in the form of the construction of a new second ice rink to replace the Austin Park Pavilion).

Section 4. This resolution shall take effect immediately.

Motion made by Trustee Dove

Motion seconded by Trustee Stokes-Cawley

Trustees voting in favor: Trustees Angelillo, Dove, Stokes-Cawley, and Mayor Hubbard

Trustees voting in opposition: Trustee Lanning

The resolution was duly (X) adopted / () rejected.

Certified by: Patricia Couch July 9, 2015
 Patricia Couch, Village Clerk

Authorize Publication of Notice of Critical Impact Public Hearing – Resolution #2015-147: On the motion of Trustee Angelillo, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to authorize publication of Notice of Critical Impact Public Hearing for Bill Eberhardt’s 28 West Genesee Street Hannum House conversion from office to hotel use at 7:30 p.m. on Thursday, August 13, 2015, 7:30 p.m. at the Village Office. In response to Trustee Dove asking if this is the same as what is referred to as the Sherwood House, Clerk to the Boards Dundon said it is.

Mailing Machines – Trustee Dove said she has experience with Pitney Bowes costs escalating and she switched from them to Advanced Office Systems who also set her up with the FP Postage meter. Her cost was about half of what she was paying with Pitney Bowes. Trustee Dove said Usherwood Office Technology and Advanced Office Systems are both authorized dealers for FP and she has no idea whether or not the cost for the FP Postage meter would be the same. She said it might be worth a quick call. CEO Cromp noted that Pitney Bowes machine rates weren’t increased. Trustee Dove suggested that Clerk/Treasurer Couch investigate and go with whichever company is less expensive. Trustee Angelillo agreed that the decision is up to Clerk/Treasurer Couch.

Additional SVFD Item – Chief Evans reminded the Board that back in the fall, the SVFD asked the Village Board to approve their donating personal protective equipment (bunkers, jackets, helmets, gloves, boots, hoods) to the Public Service Leadership Academy at Fowler High School. Unfortunately, the Syracuse City School District did not provide the requested documents related to the donation or any written documentation removing liability from the Village of Skaneateles or the Skaneateles Fire Department for its use by the students. Therefore, Chief Evans said he does not believe it is worth the risk to follow through with the donation. A vendor offered to purchase the equipment at \$45/set – not a lot of money, but something. Mayor Hubbard noted that the equipment was already deemed surplus, so the SVFD is free to dispose of it as they see fit.

East Lake Street – In response to Trustee Lanning, DMO Harty said with everything else she has to deal with, she doesn’t have a sense when the East Lake Street waterline project will be done.

Hydrants – DMO Harty said the hydrant flow testing will probably be in August.

Approval of Bills –Resolution #2015-148: On the motion of Trustee Lanning , seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #3 be audited and paid as follows:

General Fund	Vouchers #1319-1330	Checks #17521-17573	\$68,321.37
Sewer Fund	Vouchers #288-300	Checks #4964-4976	\$ 9,570.66
Electric Fund	Vouchers #360-366	Checks #5729-5735	\$ 9,687.17
Water Fund	Vouchers #169-172	Checks #3902-3905	\$ 3,278.77

In discussing the bills, in answer to Trustee Lanning: Mayor Hubbard said General Fund voucher #1322 is payment to Dave Lee for work that he did at Village Hall at various times; DMO Harty explained that the payment to Tag Mechanical is the retainage for the PV Solar System on the roof. She added that she received the submittal for the design concept for the four additional panels today. DMO Harty also reported that she received an email letter from the City of Syracuse about repair work on the City dam. A crane will be set up near our Electric Dept. Re-mortaring, re-pointing, etc. will be done only on the dam,

not out into the lake. Relative to the payments to Glatfelter that Trustee Lanning asked about, Clerk/Treasurer Couch said they are our workers' compensation broker. Trustee Stokes-Cawley asked if money could be saved by eliminating the Police Department copier. DMO Harty said they need it for confidentiality; Clerk-Treasurer Couch said the copier at the Village Office is used so much that it would be difficult to schedule more copy jobs.

Executive Session – **Resolution #2015-149:** On the motion of Trustee Angelillo, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to enter into an Executive Session for a Client/Attorney discussion at 8:14 p.m. **Resolution #2015-150:** On the motion of Trustee Lanning, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to move out of Executive Session at 9:25 p.m.

Notices to all Village Property Owners – **Resolution #2015-151:** On the motion of Trustee Lanning, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to approve mailing notices to all Village property owners relative to short-term rentals with perfections by Atty. Byrne as discussed

St. James Church – CEO Crompt reported that St. James Church wants to put a dumpster on the street in front of the church while they continue their renovations. It was noted that there are no meters directly in front of the church, so it wouldn't be necessary to bag meters. Mayor Hubbard said putting a dumpster in the road is a bad idea – trash invariably ends up outside the dumpster on the sidewalk and road. Trustee Lanning agreed to talk to someone at the church.

Operations Meeting – The Board scheduled an Operations Meeting for Monday, July 20, 2015, 5:00 p.m. at the Village Office.

Adjournment – **Resolution #2015-152:** On the motion of Trustee Angelillo, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 9:29 p.m.


Patty Couch
Village Administer/Clerk-Treasurer