

VILLAGE BOARD MEETING MINUTES
SEPTEMBER 24, 2015
7:30 P.M.

PRESENT: Mayor Hubbard, Trustees Angelillo, Dove, Lanning, and Stokes-Cawley, DMO Harty, Lieutenant Coon, Police Officers Wawro, Gates, and Healy, Village Historian Batlle, Village Attorney Byrne

Others:	Jonathan Monfiletto	Skaneateles JOURNAL
	Jason Gabak	Skaneateles PRESS
	David Colegrove	22 Fennell Street
	Steve Morgan	115 Orchard
	Richard Williams	104 Sinclair
	Teresa Vitale	Skaneateles Artisans
	Steve (last name unknown)	Skaneateles Artisans
	Sheila Wawro	Auburn

7:30 p.m. – Public Hearing – Local Law #3 of 2015 – Mayor Hubbard said the Public Hearing on this local law is to decide whether to discontinue the practice of adopting the Comprehensive Plan by local law. Later on in the Agenda there is a resolution to adopt the new Joint Comprehensive Plan. Village Atty. Byrne explained that State Law allows for adoption of the comprehensive plan by resolution or local law, and prior versions of the Village’s Comprehensive Plan were adopted by local law. To make it simpler going forward, the first step is to adopt a local law to rescind the existing comprehensive plan. Mayor Hubbard asked the Trustees if they had any questions and/or discussion. There being none, the Public Hearing was opened to the floor. With no comments from the audience, **Resolution #2015-192:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to close the Public Hearing at 7:34 p.m. Mayor Hubbard asked if it was the pleasure of the Board to take action. **Resolution #2015-193:** On the motion of Trustee Dove, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to adopt Local Law #2 of 2015 to rescind the existing comprehensive plan. Mayor Hubbard thanked the Board noting that it will be easier going forward.

Continuation of Public Hearing on local law to prohibit vehicular use – Mayor Hubbard said the Public Hearing on August 27 was held open to allow additional input. In response to Mayor Hubbard, there were no further comments from the Board; Trustee Dove and Clerk/Treasurer Couch confirmed that no emails were received. Trustee Lanning asked if there is any interest in purchasing the land. Trustee Dove said she doubts the owner wants to sell. The Public Hearing was opened to the public. With no comments from the floor, **Resolution #2015-194:** On the motion of Trustee Angelillo, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to close the Public Hearing at 7:37 p.m. Mayor Hubbard confirmed that there has been communication with property owner Bill Lynn. There are conditions so it may be difficult to enact a local law and therefore it is probably more proper not to adopt a local law and continue discussion with Mr. Lynn. In response to Trustee Lanning, Trustee Dove said it is only about 1½ car lengths from building to building – not a whole lot of space.

Minutes – Resolution #2015-195: On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and carried (5-0 in favor) to approve the minutes of the Regular Meeting of September 9, 2015 as presented.

Correspondence & Announcements - Mayor Hubbard reviewed the following:

- Email from NYCOM announcing that the Executive Committee unanimously voted to rescind the scheduled dues increase for 2016. The positive action was taken out of empathy for the fiscal challenges confronting members, including a tax cap that, if complied with, will limit growth in property tax levies to well under 1% in 2016
- Receipt of Glens Falls National Bank LOSAP Statement for August, 2015

- Letter from Southern Hills Preservation Corporation regarding Lead Hazard Reduction Program
- Email from NYCOM Executive Director Baynes asking for comments on their petition to PSC Regarding Local Gross Receipts Tax (GRT) – referred to the Municipal Board for their review and possible action
- Skaneateles Fall Fest schedule from Chamber of Commerce Executive Director Lynn
- Letter from Ellen O’Shea and Kerry Porter; Atty. Byrne’s response letter; Jim Brown assist CEO with surveillance
- Letter from City of Syracuse Commission of Water Somers relative to Peter’s Farms Water – Town of Sennett
- Email from Trustee Stokes-Cawley reminding the Board that we are looking to add two new board members to the Municipal Board. We are looking for folks who have experience with infrastructure (WWT, electricity, road work, etc.), alternative energy or sustainability. Engineers or those with technical expertise would probably be best for this advisory board. Atty. Byrne confirmed for Trustee Lanning that per the Municipal Board Charter the board members have to be Village residents. Ed Dienst brings a tremendous wealth of knowledge to the Municipal Board, but as a Town resident he is an advisor. Trustee Lanning asked if anyone has approached Ken Kaufman. Mayor Hubbard said at this point we are looking for names.
- Receipt of letter from residents of Parkside expressing concerns (refer to Planning Board with request that they write to the developer, provide him with a copy of the letter, and request that he appear at their Oct. 1(re-scheduled to October 8) meeting prepared to address each of the substantive elements of the letter, as well as the status of the defunct Homeowners Association. Trustee Stokes-Cawley said the Planning Board Meeting was changed to October 8 because of a conflict and they will be at the Fire Station.
- Police Sgt. Gates’ report on parts for the downtown parking meters. Mayor Hubbard complimented Sgt. Gates for his initiative on this matter. He also noted his pleasure in seeing a Police Officer walking the beat in the evening on a couple of occasions around 8 – 9:00 p.m. Mayor Hubbard said that is a compliment to Lt. Coon’s leadership. The residents like to see Police Officers walking the beat and he thanked Lt. Coon and the Police Officers.

*** Other Matters That Have Come Before the Board since Posting the Agenda***

- Mayor Hubbard’s letter to Legislator Plochocki requesting his help in securing a share of the increase in sales tax revenue
- Skaneateles Community Center Completing the Vision Capital Campaign Progress Report to Donors
- Special Planning Board Meeting scheduled for Wed., Sept. 30, 7:30 p.m. at Village Hall.

Trustee Lanning asked if the unresolved issues relative to the Parkside sub-division are our responsibility or the developer’s. Atty. Byrne said we have done what we need to do. DMO Harty said we have \$200,000 in an escrow account; home development in the sub-division is not yet complete. In response to Trustee Lanning, Atty. Byrne said the Parkside residents need to get involved with their Homeowners Association. When the subdivision is complete, the infrastructure will be turned over to the Village. One of the Parkside residents attending the meeting said one of their concerns is taking over the detention pond because of liability. There is also concern about the condition of the ponds. He added that they’d like to meet with DMO Harty.

Director of Municipal Operations (DMO) – DMO Harty reported the following:

DPW -

- Rebuilt storm sewer on Chestnut Circle at East Genesee and completed repairs of all catch basin rims throughout the Village. Work included raising frame & grate to match surrounding pavement and eliminate "pot hole".
- Milled and paved Leitch Ave and Chestnut Circle.
- Restriped Fire Department Parking lot and striping on Leitch and Chestnut Circle
- Now working on cleaning storm sewers and sanitary sewers.
- **Fall Brush pickup will be from September 28 through October 18th. Will switch to leaves only after that.**

Electric

- Finished install of all streetlights in Parkside. Electric in the subdivision is now complete.
- Working on installing underground conduits for Village Landing and Village Hall.
- Have completed factory acceptance testing for new Landis & Gyr electric metering system. Will be working on install mid-late October pending equipment delivery.
- Looking at implementing several energy efficiency projects - LED street light program, Demand Response at the WWTP and WTP, LED Christmas lights, and energy efficiency audit of the WWTP. All of this is being done through IEEP program. As a reminder to the public - there are rebates available through the program for replacing old inefficient appliances like air conditioners, refrigerators, hot water heaters, etc.

Village Hall Site Project:

- Have a very cooperative contractor and have been able to replace the building's sewer lateral that was having issues, replaced the water service that was leaking and replaced and improved the storm sewer on site.
- Anticipate completion sometime around Thanksgiving.

In response to Trustee Lanning, DMO Harty said they have not found any surprises that are problematic.

Historic Moment – Village Historian Batlle invited people to look at the display in the lobby that he recently changed to honor Veterans. He read aloud his Historic Moment on **Gateway Village Signs** as follows:

The Village of Skaneateles has a special greeting for all those entering and leaving the Village. These greetings are a bronze sign that reads, "Skaneateles, Eastern Gateway to the Finger Lakes". They are mounted on ornamental metal posts with ornamental lights on either side, so that they can be seen at night.

These signs were erected in 1931, on the corporate lines at East and West Genesee Street, and Onondaga Street. There was once a set on the north line on Jordan Street, but are no longer there due to the ravages of time and a runaway automobile.

These signs were presented to the Village as a gift of the Municipal Board, headed at that time by George Tucker. Mr. Tucker stated in his annual report for 1931 that the signs were paid for from surplus earnings of the Village Electric Department.

The large bronze plates were designed by artist Gaylord Wiard. Mr. Wiard was a native of Batavia, New York, and a graduate of Syracuse University. In 1925 he married Margaret Tucker, George Tucker's daughter, and settled down in Skaneateles. Mrs. Wiard was an artist also, an illustrator of children's books and a portrait painter.

The December 3, 1931 issue of the Skaneateles Press said, "These ornamental tablets are a first class feature and in keeping with the proud position of Skaneateles among the villages in the area."

The gateway signs were featured on the cover of the 1948 "Tourist's Guide to Skaneateles" and more recently were the subject of a post card. In June of 2003, they were depicted on pins issued by the YMCA to those who participated in their Skaneateles Folks March.

When the Village and Fire Department both celebrated their 175th Anniversary in 2008, they adopted the signs as their logo. At that time the signs were given a fresh coat of black paint and gold paint applied to the lettering.

They are also shown on the 2013 holiday ornament issued annually by the Skaneateles Historical Society.

I would like to suggest that the Village replace the one that once stood on Jordan Street.

Status of NYSERDA Grant – DMO Harty said there is no update, although we will be doing some sub-service testing required for our LEED certification.

Status / schedule Village Hall Site Improvements – Mayor Hubbard recognized that DMO Harty already touched on the Village Hall Site improvements, but noted that the site improvements don't include amenities. There are eight locations for benches in the site plan and three new benches have already been purchased. We'd like to make everyone aware that there are benches available to purchase (around \$1,500 per bench). The benches are high quality and make a fitting tribute in memory or in honor of loved ones. Mayor Hubbard said he'd like to meet sometime the week after next with Jorge to

review the other available sites; Jorge said the Codes Enforcement Office has a copy of the list.

Status of Masonic Temple and Gazebo Restrooms – DMO Harty said as tourist activity slows down, so do the issues.

Status of Parking/Downtown Committee – Trustee Dove reported that the committee met this past Tuesday and Jackie Keady joined in. The topic of signs in the Historic District went to the HLPC and the group discussed expanding permitted uses for the Parking Trust Fund monies. Atty. Byrne said he has not yet had time to review this idea, but suspects that the funds currently in the trust probably would have to be used for the fund's original intended purpose. Trustee Dove said the committee will continue working on it. Trustee Lanning asked if all the meters and kiosks are working. Sgt. Gates confirmed that they are. In response to Trustee Lanning, DMO Harty said the kiosks are shut down after Christmas and Dickens.

NEW BUSINESS

Resolve to Adopt Joint Comprehensive Plan – Trustee Stokes-Cawley noted that the Joint Comprehensive Plan has been discussed in public on several occasions. Trustee Lanning said in his opinion he thinks it would be better to have the zoning changes coincide with the adoption of the comprehensive plan. Trustee Stokes-Cawley said she disagrees as she thinks we ought to adopt a vision before coming up with a plan. **RESOLUTION #2015-196:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to Adopt the Joint Comprehensive Plan by the following.

VILLAGE OF SKANEATELES

ADOPTION OF JOINT COMPREHENSIVE PLAN

WHEREAS, the Town Board of the Town of Skaneateles (the "**Town Board**") and the Village Board of the Village of Skaneateles (the "**Village Board**") appointed the Skaneateles Comprehensive Plan Special Board (the "**CPSB**") to prepare a proposed joint comprehensive plan for the Town of Skaneateles and the Village of Skaneateles, pursuant NYS Town Law ("**NYS Town Law**") § 272-a(4) and NYS Village Law ("**NYS Village Law**") § 7-722(4); and

WHEREAS, the CPSB recommended to the Town Board and the Village Board a proposed comprehensive plan, titled "**Skaneateles, New York Joint Comprehensive Plan 2015**" (the "**Proposed Comprehensive Plan**") on May 4th, 2015; and

WHEREAS, the Town Board formally introduced the Proposed Comprehensive Plan on May 7, 2015 and the Village Board formally introduced the Proposed Comprehensive Plan on June 11, 2015; and

WHEREAS, the Town Board and the Village Board made the Proposed Comprehensive Plan available for public review at each entity's clerk's office and on each entity's website; and

WHEREAS, the Town Board referred the Proposed Comprehensive Plan to the Town of Skaneateles Planning Board (the "**Town Planning Board**") and the Town of Skaneateles Zoning Board of Appeals (the "**Town Zoning Board**") for review and recommendation; and

WHEREAS, the Village Board referred the Proposed Comprehensive Plan to the Village of Skaneateles Planning Board (the "**Village Planning Board**") and the Village of Skaneateles Zoning Board of Appeals (the "**Village Zoning Board**") for review and recommendation; and

WHEREAS, the Town Planning Board and the Town Zoning Board both recommended that the Town Board adopt the Proposed Comprehensive Plan; and

WHEREAS, the Town Board and the Village Board received, and duly considered, comments and recommendations from the Town Planning Board, the Town Zoning Board, the Village Planning Board, and the Village Zoning Board; and

WHEREAS, in accordance with NYS General Municipal Law § 239-m, the Town Board referred the Proposed Comprehensive Plan to the Syracuse Onondaga County Planning Agency ("**SOCPA**") for its review under said statute; and

WHEREAS, SOCPA approved the Town Board and the Village Board's adoption of the Proposed Comprehensive Plan and provided the following comments: "[SOCPA] commends the Town and Village for updating the Joint Comprehensive Plan, especially for its emphasis on the protection of

rural land and open space, the promotion of smart-growth principles, and the adoption of transect zones. [SOCPA] encourages a continued focus on infrastructure strategies and revisions to existing zoning and subdivision ordinances, in order to further the Town and Village goals to preserve natural resources and to support traditional neighborhood development;" and

WHEREAS, pursuant to NYS Town Law § 272-a(6)(c) and NYS Village Law § 21-2102, the Town Board and the Village Board held a joint public hearing on July 13, 2015 and duly considered the comments received during said hearing; and

WHEREAS, with regard to the NYS State Environmental Quality Review Act ("SEQR"): (1) the "action," as defined under SEQR, is the Town Board and the Village Board's adoption of the Proposed Comprehensive Plan (the "**Proposed Action**"); (2) the Town Board and the Village Board each resolved that the Town Board would serve as Lead Agency with regard to the Proposed Action; and (3) the Town Board duly completed its environmental review under SEQR and issued a negative declaration for which the Town Board's written reasoned elaboration is contained in the Town Board's "Resolution Regarding Determination of Environmental Significance under SEQR for the Adoption of the Skaneateles, New York Joint Comprehensive Plan 2015" dated and duly adopted on August 20, 2015; and

WHEREAS, the Town Board and the Village Board desire to set the maximum intervals at which the Proposed Comprehensive Plan shall be reviewed, pursuant to NYS Town Law § 272-a(10) and NYS Village Law § 7-222(10); and

WHEREAS, the Village Board desires to adopt the Proposed Comprehensive Plan,

NOW, THEREFORE, the Village Board:

RESOLVES that, pursuant to NYS Village Law § 7-722(4), the **Skaneateles, New York Joint Comprehensive Plan 2015** is hereby adopted; and

FURTHER RESOLVES, pursuant to NYS Village Law § 7-722(11): (1) all future Village of Skaneateles land use regulations shall be in accordance with the **Skaneateles, New York Joint Comprehensive Plan 2015**; and (2) all plans for capital projects of another governmental agency on land included in the Village of Skaneateles shall take the **Skaneateles, New York Joint Comprehensive Plan 2015** into consideration; and

FURTHER RESOLVES, pursuant to NYS Village Law § 7-722(10), the maximum intervals at which the **Skaneateles, New York Joint Comprehensive Plan 2015** shall be reviewed is 10 years; and

FURTHER RESOLVES, pursuant to NYS Village Law § 7-722(12), the Village of Skaneateles Clerk shall file a copy of the **Skaneateles, New York Joint Comprehensive Plan 2015** in: (1) the office of the Village of Skaneateles Clerk; and (2) the office of the Syracuse Onondaga County Planning Agency.

CERTIFICATION

I hereby certify that at a meeting of the Village Board of the Village of Skaneateles held at the Skaneateles Village Hall, located at 26 Fennell Street in the Village of Skaneateles, County of Onondaga, and State of New York on the 24th day of September, 2015, the foregoing Resolution, was duly moved by Trustee Stokes-Cawley and seconded by Trustee Dove, a quorum of five members of the five-member Village Board being present, and each voted on the Resolution as follows:

Mayor Hubbard	Yes
Trustee Angelillo	Yes
Trustee Lanning	Yes
Trustee Stokes-Cawley	Yes
Trustee Dove	Yes

The Resolution was, therefore, duly adopted.

Dated: September 24, 2015


Patricia Couch, Village Clerk

King & King Fee Proposal – Mayor Hubbard said that as our Village Hall improvements have evolved, there continues to be interest/questions about the appearance/future of the apparatus bays. Not knowing the future use or timing, it would be nice to consider some nominal improvements. Mayor Hubbard said he asked Chad Rogers for suggestions and a proposal for services. Mr. Rogers, a partner with King

& King Architects submitted a conservation proposal – Mayor Hubbard asked the Board for their input. Trustee Lanning said he has not had time to review it, but recognized that it may be easier to “sell” that portion of the building if the front is improved. Trustee Dove said has not had time to review the proposal either. Mayor Hubbard said there is no rush, but worth considering. Trustee Angelillo said he is in favor. Mayor Hubbard said for the first of the two phases he asked for sketches of conceptual designs to consider. The fee for Phase 1 is quoted at \$2,000 and \$2,300 for Phase 2. **Resolution #2015-197:** On the motion of Trustee Lanning, seconded by Trustee Angelillo, it was resolved and unanimously carried (5 -0 in favor) to authorize King + King Architects to proceed with Phase 1 as outlined in their proposal letter of September 23, 2015, at a lump sum of \$2,000.

Public Comment – Teresa Vitale of Skaneateles Artisans read aloud the following:

On Saturday, September 12th Skaneateles Artisans announced our participation in the Pink Outside the Box Campaign. It is a fundraising and awareness campaign for the Carol M. Baldwin Breast Cancer Research Fund of CNY.

Our artists have donated exquisite pieces that will be on display at our gallery. Each piece will be part of an online auction with proceeds being donated to the fund. Since we have over fifty artists donating beautiful art, it was decided that the art auction will run for forty-eight days from our web site with a direct link to a eBay live auction. In conjunction with our live auction we are also selling raffle tickets for baskets filled with treats donated from some of our local merchants. Such as, Infused, Finger Lakes On Tap Skaneateles, Skaneateles Inn on 20 & Strawberry Fields, 1st National Gifts, Impeccably Done and Chateau Dusseau.

Skaneateles Artisans would like to ask the Village Planning Board permission on an extension for a temporary permit, to keep our Special Event signage up on Genesee Street at the end of the drive next to the curb along the east border of the Skaneateles outlet, until the end of our fundraiser on October 29th. By placing it in this location, it would not interfere with pedestrian traffic flow.

Trustee Lanning noted that Ms. Vitale said Village Planning Board and asked if she meant Village Board. Ms. Vitale confirmed that she did mean Village Board. Mayor Hubbard said that we have spent a significant amount of time on this topic at our Meeting of August 27 and August 13, 2015. The Village Board is not at liberty to turn our heads to the law and we can't make arbitrary, temporary decisions. He reiterated that we have spent a significant amount of time on this topic and thought we were clear about what we can and cannot do. Ms. Vitale said two months have gone by and Skaneateles Artisans is missing revenue that sustains them during the slower winter months. We came up with a wonderful opportunity to support a very worthy cause. Mayor Hubbard said Ms. Vitale is over the line asking the Village Board to make a decision. He said he thought the message was clear – we can't make temporary/arbitrary decisions. Steve (last name unknown) said there are two issues; 1) the sandwich board sign and 2) the special event sandwich board signage. Mayor Hubbard said this should go to Codes – we cannot make discretionary decisions. Trustee Lanning asked if this is the event sign or help the Skaneateles Artisans sign – in one breathe Ms. Vitale talks about the event, but in another breathe talks about the Skaneateles Artisans profitability. Ms. Vitale said the event and reiterated that it is a wonderful cause. Atty. Byrne said he'd like to make two points. First, the person to handle this is the Codes Enforcement Officer (CEO) – that is his job. Second, the Trustees have no authority to grant permission to approve anything that is against the law. They have no authority to do so. Steve (last name unknown) said the Vernak sign was up there and not removed and that is selective enforcement. Trustee Angelillo said, what are you asking us to do? I personally have no knowledge of the Vernak sign and we can't change the law. Atty. Byrne commented that the intent of the Vernak sign is misrepresented; it is clearly an “event” sign. If a sign is up for more than two weeks, it is the CEO's job. Trustee Dove said she also explained the problem with the Skaneateles Artisan's sign to Ms. Vitale. Trustee Lanning asked Ms. Vitale if she applied for an event sign. She said she did, but it was taken down on Friday. Trustee Lanning said he is not comfortable with this discussion without the CEO present. Mayor Hubbard asked for any other comments; there were none.

Approval of Bills – In response to Trustee Lanning, DMO Harty said bills for the Village Hall Site Improvements do come through our meetings and an accounting code was set-up. Relative to the lease

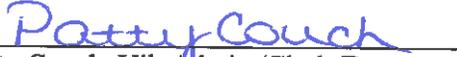
for the parking lot behind the Post Office, Atty. Byrne said it expires in 2016. Trustee Dove said the Parking/Downtown Committee will review the lease; Atty. Byrne will provide a copy of the lease and a synopsis. **Resolution #2015-198:** On the motion of Trustee Angelillo, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #8 be audited and paid as follows:

General Fund	Vouchers #1555-1616	Checks #17798-17858	\$ 40,033.07
Sewer Fund	Vouchers #351-362	Checks #5027-5038	\$ 4,296.81
Electric Fund	Vouchers #419-434	Checks #5787-5802	\$ 88,481.29
Water Fund	Vouchers #206-213	Checks #3939-3946	\$ 2,705.64

Executive Session – Resolution #2015-199: On the motion of Trustee Stokes-Cawley, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to enter into an Executive Session at 8:45 p.m. **Resolution #2015-200:** On the motion of Trustee Angelillo, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to move out of Executive Session at 9:00 p.m.

Police Officer Wawro Promotion – Resolution #2015-201: On the motion of Trustee Angelillo, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to promote Police Officer David Wawro to Police Sergeant at an hourly rate of \$31.82 (\$29.07 plus \$2.75 per union contract), effective immediately. Trustee Angelillo said Dave has been a Village resident and Police Officer since 1992 and has served the Village and its residents with courtesy and professionalism. Trustee Angelillo said he is proud to present Dave Wawro with his Sergeant's badge. Applause, handshakes, and congratulations followed.

Adjournment – Resolution #2015-202: On the motion of Trustee Lanning, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 9:04 p.m.


Patty Couch, Vil. Admin./Clerk-Treasurer