

**VILLAGE BOARD MEETING MINUTES  
DECEMBER 10, 2015  
7:30 P.M.**

**PRESENT:** Mayor Hubbard, Trustees Angelillo, Dove, Lanning, and Stokes-Cawley, DMO Harty, Lieutenant Coon, Fire Chief Evans, Village Historian Batlle, Village Attorney Byrne

<b>Others:</b>	Jonathan Monfiletto	Skaneateles JOURNAL
	Jason Gabak	Skaneateles PRESS
	Michael Fogel	Brown Sharlow Duke & Fogel, PC
	Chad Rogers	103 Orchard / King & King Architects
	Debbie Hubbard	52 Jordan Street
	Jeff Cregg	3 Fennell Street
	Rick & Deb Moscarito	404 Deep Springs Dr.
	Andrew Ramsgard	181 East Genesee Street
	Bob Eggleston	1391 East Genesee Street
	Kristie Clancy	42 Onondaga Street
	Katie and Jack Severance	34 State Street

**Minutes** – Trustee Dove said that during the Critical Impact Hearing for Basin Associates/Falcone, 18 W. Genesee Street, she talked about parking. The November 24, 2015 Minutes need to be corrected to reflect that she said 1½ spaces per unit time 4 units is required. Actually code says 1 space = less than 1,000 sq. ft., ½ spaces = 1,000-1,500 sq. ft.; 2 spaces = 1,500+ sq. ft. **Resolution #2015-243:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to approve the Minutes of the Regular Meeting of November 24, 2015, with the correction made.

**Correspondence & Announcements** – Mayor Hubbard noted the following:

- Numerous letters regarding Short-term Rentals
- Reminder – continuation of Public Hearing on Local Law #4 of 2015 Zoning Code Amendments Wednesday, December 23, 2015, 7:00 p.m. at the Fire Station. Mayor Hubbard said Clerk/Treasurer Couch advised that a court reporter should attend to record the continuation of the Public Hearing; Atty. Byrne agreed.
- Receipt of Treasurer's Report for November 30, 2015
- Receipt of fiscal year ending 5/31/2014 Audited Financial Statements by Cuddy & Ward, LLP
- Email from NYCOM Executive Director Baynes requesting action relative to Legislation Authorizing a Non-Contributory 20-year Retirement Plan
- Andrea and Tom Corona complimented the DPW on the great job they do picking up leaves
- Syracuse Metropolitan Transportation Council letter relative to their initiating the development of a new transportation capital investment program
- NYS DOT letter regarding the Local Highway Inventory - reminder that submission is due by Dec. 11, 2015
- Police Department lists of Lights / Signs in Need of Repair or Replacement. Mayor Hubbard thanked the Police Department and said he hopes that their effort to identify streets lights in need of repair/replacement continues. Inasmuch as the Police are out in the evening when it is dark, it is most helpful to the Light Department to receive a list.
- Email from Jim Moore regarding Dicken's Christmas
- DEC announcement in "Making Waves" regarding a new Municipal Sewage System Asset Management Pilot Program. Mayor Hubbard said DMO Harty intends to apply for the grant.
- Acknowledge the Town Board's Determination for Proposed Annexation of Vacant Land at Rt. 20 and Franklin Street Road – Nov. 19, 2015 Resolution finding that the proposed annexation of the land into the Village would have no significant adverse environmental impact and it issued a "negative declaration".
- Onondaga County Health Department December 3, 2015 letter – 2015 Public Water Supply Inspection of Nov. 5
- Letter from Town of Skaneateles Supervisor Sennett relative to the dry hydrant grant and the timeliness of ownership of the hydrants.

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

- Note from John "Jack" Havemeyer thanking Sgt. Wawro and DMO Harty for a great solution to a "dangerous situation with a truck and camper on Elizabeth Street just west of State Street"
- Receipt of December 1, 2015 Public Hearing Transcript on LL#4 of 2015 Zoning Code Amendments
- Receipt of Christopher Community letter of Dec. 7, 2015 to the Village of Skaneateles Housing Authority notifying them of a \$540,000 award for much needed renovations at the Village Landing Apartments.
- Receipt of the Final Draft of Local Law #4 of 2015 as recommended to the Village Board by the Planning Board

**Police Department** – Police Lt. Coon confirmed that the Police monthly report for November was emailed and recorded activity as follows: 200 Calls for Service; 0 Felonies; 5 Misdemeanors; 4 Violations; 1 DWI; 30 V&T Tickets (total); 29 Courtesy V&T's; 94 Parking Tickets; 207 Courtesy Cards; 4 MV Accidents; 4 Personal Injury; 8 Property Damage; 6 Larcenies; 0 Burglary/Robbery; 40 Assist Fire/SAVES; 11 Alarm Calls; 861 Property Checks; and 5 Car Lockouts. Lt. Coon noted that activity for the months of June and July are now complete.

**Director of Municipal Operations (DMO)** – DMO Harty was unable to attend the meeting so submitted her report as follows:

**DPW -**

- Completed leaf pickup, spoils pickup from Fernando tree installs, and street sweeping
- Finalizing equipment maintenance and plow equipment preparation
- Repaired sewer lateral on East Lake Road
- Upcoming projects:
  - o Working with Barrett on tree removals and trimming
  - o Parking meter straightening
  - o Signage in various locations throughout Village

**Water-**

- Month of November 2015:
  - o Produced a total of 12.87 Million Gallons of Water = average of 429,000 gallons per day
  - o No raw water turbidity exceedances
  - o All 3 microbial samples in distribution system came back negative
- All hydrants winterized and have a list of hydrants to be repaired in the spring.

**Sewer**

- Month of November 2015:
  - o Treated a total of 10.708 Million Gallons of Water = 0.357 MGD
  - o Total Precipitation = 1.27 inches
  - o Discharge to ORF = 0 gallons
  - o Discharge from ORF to outfall = 0 gallons
  - o Sludge Disposal = 54,124 gallons of sludge sent to Auburn WWTP
  - o Wastewater from Mid-Lake = 0 gallons
  - o Maintenance:
    - 11/17 - Plant lagoon air net cleaned with HCl gas
    - 11/19 - General cleaning plant, windows, flows, and RBC room
    - 11/23 - Replaced sludge timer for sludge pump
    - 11/25 - Replaced roof thimble above electric generator room

**Electric**

- Installed all new LED Christmas lights downtown.
- Landis & Gyr Gridstream System
  - o Command Center up and running as of 11/18
  - o Full Meter deployment commenced on 12/2
  - o Have deployed 343 of 744 new meters for Phase 1 upgrade = 46% complete with a targeted completion of 12/18/15 in time for December Meter Read

- o Have upgraded CUSI (billing software) with a new Meter Changeout Module to streamline meter changes.
- o Have programmed Meter Reading reports in L+G Command Center.

**Codes Enforcement** – CEO Crompt provided his report that recorded the following:

1 Sign Permit; 5 Building Permits; 0 Certificates of Occupancy; 1 Demolition Permit; 4 Footer Inspection; 6 Framing Inspections; 2 Insulation Inspection; 0 Final Inspection; 6 Foundation Inspections and 1 Fire Inspection.

- YMCA has a temporary Certificate of Occupancy until 1/15/16 for the new ice rink only.
- Building inspections for construction has ramped up this past month, because of the good weather contractors are looking to take advantage of it.
- Next month's report to contain year-end building permit totals.

**Skaneateles Volunteer Fire Department** – SVFD Chief Evans read his report for November 2015 as follows:

28 Alarms for the month of November; 7 EMS; 1 Rescue; 5 Motor Vehicle Accidents; 2 Extractions; 3 Hazardous Condition; 5 Service Calls; 1 Good Intent Call; 4 False Alarms; 1 Cancelled Enroute; 1 Other; 6 Mutual Aid Given; 12 Mutual Aid Received; 10.43 Avg. Personnel; 1.818 Avg. Enroute time; 4.318 Avg. On-scene Time; 1 Meeting; 4 Drills; 4 Training. Chief Evans said with 354 total alarms year-to-date, the department is on pace for a record year.

**Upcoming Trainings:** 12/8 Monthly Meeting; Officers I Training @ 19:00 on 12/14, 12/21 and 12/28.

**Meetings for December:** Officers – 12/30 @ 19:30; Truck – 12/16 @ 19:30; Trustees/Board of Directors – 12/30 @ 19:00

**Other Business:**

- The property at 1819 East Genesee Street Road (Town of Skaneateles) has been deemed unsafe due to the ongoing vandalism and compromised structural components so all firefighting operations will involve “exterior operations only”. Town Codes is involved and documenting the ongoing issues with the property. Additional “Zombie properties” have been identified throughout the town and will be identified as such.
- The membership of the department has begun the approval process for new sets of by-laws for the fire department and the corporation.
- Tickets are available for the High Stakes Money Drawing. Thus far, 340 tickets have been sold and tickets are available from any firefighter or online. The winner of the “\$500 Early Bird Drawing” held on December 7, 2015 was ticket #709. \$100 monthly drawings will begin May 2, 2016. Mark your calendars now for the 4<sup>th</sup> Annual Casino Night and High Stakes Money Drawing scheduled for Saturday, September 26, 2016 at the Austin Park Pavilion.

Trustee Dove thanked the Fire Department for all the help at the December 1 Public Hearing at the Fire Station. She recognized that it isn't part of their job and that their assistance is very much appreciated.

**Village Historian** – Village Historian Batlle read aloud his Historic Moment as follows:

*The Marble Man*

*Municipal historians receive some interesting requests for information on buildings, artifacts and personal histories. A recent call was from a SCUBA diver asking about information on a sunken boat on the west side of Skaneateles Lake. She said that this boat had some marble-like spheres with “Skaneateles Marble Company” on them.*

*Present and former Skaneateles Fire Department divers were questioned about such a site and no one said that they were aware of such a location.*

*The engraving on the marble of “Skaneateles Marble Company” sent the Historians to the on-line source called “Fulton History”. There an ad from 1857 appeared for the “Skaneateles Marble Works”. It touted the receiving of large assortments of marble from the quarries in Vermont. It goes on to say that the company makes monuments, head stones and fence posts are “furnished to order”.*

*The proprietor was an Orson Young, who was born in Danby, Vermont in 1823. He was married in 1849 to Helen (Stiles) of Arlington, Vermont and they had on daughter, Mary. They moved to Skaneateles in 1851. The 1856 Census records indicate that they lived on West Elizabeth Street. The*

*1875 Census shows that they moved to 38 West Genesee Street, the present home and office of dentist Dr. Carlile. The Census also shows that the Young's had a servant.*

*The Skaneateles Marble Works was located in a small wooden building on the northwest corner of East Genesee Street and State Street (where the M&T Bank is now located). He was a skilled craftsman, conducting the business for 36 years. Dead from cancer, his October 19, 1892 obituary states, "Mr. Young enjoyed the esteem and friendship of everyone with whom he came in contact. He was respected by all, and possessed a mild and pleasant disposition; he made no enemies." Mr. Young was a Trustee of the Methodist Church and a commissioner of Lake View Cemetery from March 13, 1892 to his death in October of that year.*

*His death was from cancer, according to his October 19, 1892 obituary. His funeral was held at his home on West Genesee Street and he is buried in Lake View Cemetery. Interestingly, his grave marker is of granite, not marble.*

**Status of NYSERDA Grant** – Mayor Hubbard said DMO Harty is initiating this as we discussed at the last meeting.

**Status of Establishing a New Trust Fund** – Atty. Byrne said he is working on a local law to establish a new trust fund; it's a work in progress.

**Status of Basin Associates / Falcone Critical Impact Permit** – Mayor Hubbard said there is nothing new to report – we will need guidance from counsel. Trustee Dove said the patio as portrayed comes out into the actual D.O.T. right-of-way (ROW). She asked if that puts the Village at risk. Atty. Byrne said he wasn't aware that it goes into the ROW. Architect for the project Bob Eggleston said if it's not the patio, it's the sidewalk and asked what the difference is. You are responsible for the ROW. He confirmed that they have begun conversation with D.O.T. Atty. Byrne said currently there is asphalt driveway; there will be pavers or concrete. Trustee Dove recognized that there will also be tables and chairs. Mr. Eggleston said that is correct and added that they are trying to create a safer area. Atty. Byrne noted that under Village code tables, chairs, etc. couldn't be put on the sidewalk. He said he sensed from the public hearing that the applicant and tenant were asked to come to some understanding and we are waiting to hear back. Mr. Eggleston said Pioneer Company is having conversation with the tenant who has concerns. It is just the first step and there is no objection to holding it over; conversation with the tenant will be in the next week or two. It is more of a civil issue with the tenant than critical impact. Atty. Byrne said no one disagrees, but we want to give it time. In response to Trustee Lanning asking if we need to separate parking from critical impact, Atty. Byrne said yes, we talked about doing a simple local law. Trustee Lanning asked, "Completely separate?" Atty. Byrne said yes and recognized that there is plenty of time to adopt a local law.

**Status of Town of Sennett Request for Extension of Water Line to Peters Farm** – Mayor Hubbard said the Board has copies of his November 4, 2015 letter to Town of Skaneateles Supervisor Sennett relative to the Town of Sennett request for extension of water line to the Peters farm. Atty. Byrne said, for the record, we asked that the Town of Skaneateles' engineer study the available solutions and advise us of their determination. The Village has not yet received a response. Trustee Lanning said he thinks it is a win-win for everyone. Atty. Byrne said there are certain benefits to the property owners and Town, but he wouldn't go any further than that. He recognized that there is stagnation in the line and Mayor Hubbard asked that the Town look at engineering solutions to that. Trustee Angelillo commented that even if the extension of the water line is approved for the farm, there is no guarantee that the property will stay a farm. Trustee Dove asked if we could make that a stipulation. Trustee Angelillo said it needs to be looked at long term. Trustee Dove said she talked to Town of Skaneateles Water Dept. employee Joe Dwyer who said it is a good application and he'd be happy to come and talk to us about it. SVFD Chief Evans said our main concern is keeping water in the Village and Town. In response to Trustee Dove noting that they are dumping water, Atty. Byrne said we asked for other available options to that. Whether or not dumping water would still be necessary or not remains unknown as we sent the letter a month ago and have not heard back.

**Part-time Crossing Guard** – Lt. Coon reported that Nancy Lane contacted Sgt. Gates and resigned from being a stand-by for crossing guard duties. Jim Brown is away for the rest of this week and next, and on vacation again in January. Lt. Coon said Peter Buehler submitted an application to be a crossing guard. We should have a stand-by and some people who know Peter said he would be fine for the job. In response to Trustee Lanning, Clerk-Treasurer Couch said crossing guards are paid minimum wage. **Resolution #2015-244:** On the motion of Trustee Lanning, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to authorize hiring Peter Buehler as a part-time Crossing Guard at \$8.75/per hour.

**Snow Plowing Agreement** – Atty. Byrne explained that the snow plowing agreement with the Parkside Subdivision has been in place since 2005. The Village does snowplowing in spite of the fact that the streets are not ours as the subdivision is not yet complete, and therefore not yet dedicated to the Village. Hopefully, this will be the last time this is necessary, and the streets and other public infrastructure can be dedicated to the Village sometime next year. Atty. Byrne said a Certificate of Liability Insurance, naming Trason Skaneateles, LLC as the owner and the Village of Skaneateles as a “named insured” party was provided and he urged the Board to approve the agreement. **Resolution #2015-245:** On the motion of Trustee Angelillo, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to approve the Renewal of the Snow Plowing Agreement for Parkside.

**Presentation by Chad Rogers** – Chad Rogers, Architect with King & King Architects, presented some concepts for development of the apparatus bays and gave a brief over view of concepts to date with pictures on the overhead screen. He said he’d like to see that portion of the building be complimentary, but not match exactly. He clarified that there is no specific tenant at this point. Mr. Rogers talked about shading of glass, having some windows mimic the Police Dept. windows, and an area with some outdoor seating. The interior would have a lot of natural light and we’d take advantage of the high ceilings. The area has potential for some different uses. Trustee Lanning noted the attention to energy efficiency on the Village Hall / Police side of the building and asked if we could retain energy efficiency with so many windows. Mr. Rogers said there are all sorts of materials available today. We might look at shading too – all would be considered. Trustee Lanning asked if the brick pillars would be removed. Mr. Rogers said there hasn’t been any structural engineering yet. Trustee Lanning asked how the school district dealt with the bay doors when the old bus garage was converted to the District Offices. Mr. Rogers said he’s not sure – probably with punch windows. Trustee Stokes-Cawley commented that it would be nice to have someone using the area. Mayor Hubbard said some windows and doors are necessary to entice new tenants. Trustee Angelillo asked if the Board should first have a conversation about the possibilities such as lease, surplus property, etc. Mayor Hubbard said he’d like to exhaust all public uses before private. Trustee Angelillo asked what the vision is and recognized that developers would have their own ideas. Mayor Hubbard said the Board can talk about it. Trustee Angelillo noted that there isn’t a rush. Trustee Dove said public restrooms should/could be in the discussion. In response to Trustee Lanning asking if the nursery school has found a home yet, Mayor Hubbard said, no, not yet. Trustee Lanning noted that currently the apparatus bays is a cavern warehouse that is difficult to picture as something else, so asked if the exhibits can be left in the hall. Mayor Hubbard said, yes, that’s the intention. Trustee Angelillo asked about marketing. Mr. Rogers said that is a great question – it comes back to public / private use like Mayor Hubbard said. There are many different scenarios such as a YMCA annex, community center, and day care during the day, senior center at night, etc. There is good height and space that could be utilized. Trustee Angelillo commented that he doesn’t know what comes first. Mr. Rogers suggested looking at the public possibilities first. Trustee Lanning asked if the high ceilings are an asset. Mr. Rogers said he looks at them as positive. Trustee Lanning said community use, multi-uses would be his preference. Mayor Hubbard suggested getting some public input to see if there is interest. He thanked Mr. Rogers for his work and presentation.

**Recognize Sunnycrest Inc.** – Mayor Hubbard said he wants to publicly recognize Sunnycrest Inc. for the generous donation of the Christmas tree base they made for us. The base will be used for many years to come and we will send them a thank you note for their generosity that is much appreciated.

**Public Comment** –

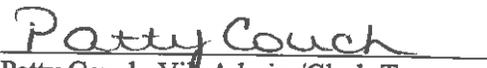
- Andy Ramsgard asked for a copy of the email Jim Moore sent relative to Dicken's Christmas.
- Bob Eggleston complimented the Village Board for exploring uses for the rest of the building. He noted that it is in the Downtown D District zone and suggested looking at options to come closer to that. He added that Mr. Rogers is a member of the HLPC, so is a good person to be working on a concept for the bays. In response to Trustee Lanning, Mr. Eggleston said the D district extends to W. Elizabeth Street.
- Trustee Stokes-Cawley said that by using a protocol for the December 1<sup>st</sup> public hearing a lot went smoothly, but we probably could tweak parts. Trustee Dove suggested using the same protocol during the regular meetings' public comment time with a possible change in the limit to speak from two minutes to three minutes. She noted that some people at the public hearing couldn't say all that they wanted in just two minutes. She said the protocol served us well however. Trustee Lanning agreed, noting there weren't any interruptions and even with standing room only the hearing was very civil. Mayor Hubbard said having rules was helpful; it is a living document that we can tweak.

**Approval of Bills** –Resolution #2015-246: 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 #13 be audited and paid as follows:

General Fund	Vouchers #1814-1860	Checks #18078-18124	\$111,115.17
Sewer Fund	Vouchers #408-422	Checks #5084-5098	\$ 8,266.27
Electric Fund	Vouchers #504-512	Checks #5872-5880	\$ 11,776.34
Water Fund	Vouchers #248-253	Checks #3981-3986	\$ 6,256.93

In discussing the bills, Trustee Lanning asked about the payment to Moore Medical Corporation. SVFD Chief Evans said the purchase is for the Fire Department – rubber gloves, EKG pads, for the annual physicals. Trustee Lanning referenced the \$7.20 payment to Skaneateles Town Square. He said he likes the openness and transparency of having all expenditures (no matter how miniscule) on the abstract and complimented the departments on their fiscal control. Relative to voucher 1855, payment from A5110.21 and A5110.22 to Pirro Ford for a new truck, Mayor Hubbard concluded that some money is a carryover from the prior fiscal year.

**Adjournment** – Resolution #2015- 247: On the motion of Trustee Angelillo, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 8:24 p.m.

  
Patty Couch, Vil. Admin./Clerk-Treasurer