

VILLAGE BOARD MEETING MINUTES

September 22, 2016

7:30 P.M.

PRESENT: Mayor Hubbard, Trustees Angelillo, Dove, Eriksen and Stokes-Cawley, Director of Municipal Operations (DMO) Harty, Village Historian Batlle, Atty. Pavlus

Others: Jonathan Monfiletto Skaneateles JOURNAL
Jason Gabak Skaneateles PRESS

Minutes – Resolution #2016-192: On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to approve the minutes of the Regular Meeting of September 8, 2016 as presented.

Correspondence & Announcements – Mayor Hubbard reviewed the following:

- Receipt of the Glens Falls National Bank LOSAP Statement of Value and Activity for August, 2016
- A very nice thank you letter from Patricia Carroll (7 E. Elizabeth) praising the DPW and DMO Harty for the repair of the drainage culvert. DMO Harty confirmed for Mayor Hubbard that she already passed the letter onto the DPW. Mayor Hubbard said they did great work.
- Notice of the Central NY ReLeaf 2016 Urban Forestry Workshop on Thursday, October 6 at the Village of Manlius Auditorium
- Receipt of copy of Atty. Brody Smith's response to Atty. Michael Fogel relative to short-term rentals
- OCRRA letter announcing that Ms. Dereth Glance has been selected as the Onondaga County Resource Recovery Agency's new Executive Director
- Invitation to the Chamber Member Meeting featuring Trustee Eriksen – "Fennell Street Development and Multi-Use Trails" at the Blue Goose at Blue Water Grill, Wednesday, Oct. 5, noon-2 PM; contact Tara Lynn 685-0552; tara.lynn@skaneateles.com

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

- Letter from Town Atty. Scott Molnar regarding Skaneateles Springs (Bird's Nest Motel) Project
- Letter from Nick and Kate McKeon alleging policing of their homes

Committee Reports

Director of Municipal Operations Harty said she was hoping to report on the quote for the housings and miscellaneous parts for the free IPS parking meters, but it was just received so she has not had opportunity to review it. She is hopeful to put it before the Board prior to the next meeting. DMO Harty said paving is done and it turned out great. Trustee Dove commented that Jorge Batlle mentioned a "lip" on Jordan Street over by Byrne Dairy, so she did a test drive over it. If you take it slow it is not bad. DMO Harty said she actually thinks the aprons were well done making transitions smooth.

Old Business

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

Status of Annexation of W. Genesee Street / Mirbeau – DMO Harty reported that she is meeting with the engineer tomorrow; this item will move forward in the next week or so.

Status of Renewal of Charter Communications (fka Time Warner) Cable TV Franchise Agreement - Mayor Hubbard said Clerk to the Boards Dundon has not reported anything new.

Update from Downtown/Parking Group – Trustee Dove reported that the Downtown/Parking Group met Tuesday, September 13 and she distributed copies of their discussions and attached data reports relative to the Municipal Parking Lot that DMO Harty provided. Relative to parking complaints received in the Village Office, Account Clerk Shappell and Deputy Clerk Dufford said the chatter has decreased drastically. The Chamber of Commerce identified two main complaints – 1) the sun makes it hard to read the screen and the directions were not simple enough. DMO Harty said changes can be made to the home

screen, but not elsewhere. 2) Omission of 2-hour free parking area in the Municipal Lot. The downtown/parking group doesn't see that changing. They also discussed whether or not downtown employees ought to get 2-hour free parking, but recognized that wouldn't really help a full-time employee who needs to park all day. Therefore, the downtown/parking group encourages full-time employees to use parking passes or encourages businesses to purchase parking passes for their employees or make them aware of the other free lots and parking spaces. Trustee Dove said the group also suggested that the Village should stripe the east end of Genesee Street like we did on the west end. Everyone likes the striping on West Genesee and West Lake Street. DMO Harty said she'd want to talk to the DOT – with so many cars and trucks coming down the hill, she isn't so sure striping would be a good idea – the lack of stripes doesn't encourage parking. Trustee Dove said the group also talked about signage. Trustee Eriksen said he will see about getting the Sign Committee to work. Relative to the State Champion Sign, Trustee Dove said the group thinks it is a nice idea, but not necessarily appropriate for downtown. Consensus favored locating the sign at one of the entrances to the Village or on school property. Trustee Dove said all the businesses represented at the meeting received a copy of the letter that was mailed reminding people that the trash cans on the village streets are not to be used for personal household trash or trash from businesses. It is actually illegal to use them in this manner. Chamber Director Lynn said she'd put something in the Chamber newsletter reminding people of this and give businesses the names of trash companies who are Chamber Members if they need help disposing of their trash. Relative to concern about the lake level, in response to Trustee Dove, DMO Harty said the Village does not have power to request that less water be taken from the lake by the City of Syracuse. Trustee Dove said DMO Harty provided great data on the pay stations and usage of the Municipal Lot; revenue increased from the rate increase. DMO Harty said it is actually because of the ability to now use credit cards. Trustee Angelillo asked if there is still concern about the amount of quarters. Trustee Dove said Chris at the Bakery won't give quarters out because they'd need so many, but some businesses do. Mayor Hubbard recalled that there was discussion about a change machine. DMO Harty said it won't help on the street as there is no easy way to locate one on the street. The new meters that will accept credit cards will help a lot. Trustee Dove said the group did not schedule another meeting as they will be on an as needed basis.

New Business

Consider setting an Appeals Fee for cease and desist letters – Mayor Hubbard noted that the suggested appeals fee of \$200 would be the same as the variance fee. Atty. Pavlus confirmed that an appeals fee can be established by a resolution. While he doesn't know what the reason was behind setting a variance fee, it is why CEO Cromp suggested \$200. CEO Cromp received a Cease & Desist Appeal for the first time, so hasn't encountered it before. The fee is for the CEO to process the appeal. Trustee Angelillo said he'd like to review the fees first and understand how a Cease & Desist letter gets initiated. Trustee Dove said she was thinking about this and to make people pay to defend themselves doesn't sit right in her mind. Mayor Hubbard asked Trustee Eriksen, liaison to the ZBA/Planning/HLPC Boards, to review the fee with the ZBA.

Town Parks Department Inquiry to Possible Use of Apparatus Bays for the Fall Farmers Market – Trustee Stokes-Cawley said she's been involved in some of the discussions and would like to support the Farmers' Market and local farmers. They may not want to use the apparatus bays, but it would be nice to give them the option. Trustee Angelillo asked if they have expressed an interest. Trustee Stokes-Cawley said they have because once they moved inside the Allyn Pavilion they were invisible. Being in the apparatus bays would be much more visible. She said it would only be for six Thursdays from October 13 to November 17 from 3-5:30 p.m. Trustee Dove commented that it shouldn't interfere with Dickens. **Resolution #2016-193:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to offer the apparatus bays to the Farmers' Market from October 13 – November 17, 2016.

Consideration of Allyn Arena Fixtures/Furnishings – Mayor Hubbard said he received a call from Town Supervisor Lanning expressing interest in the ice skating boards in the Allyn Arena. Mayor

Hubbard responded that he'd prefer not to deal with the items on a piece meal basis. Atty. Pavlus said he wrote an email explaining that the Austin Park conveyance to the Town will include all fixtures on the property. Everything attached to the real property will be included in the conveyance automatically, so we are only talking about moveable goods of value. Since 1980 the Town of Skaneateles has leased the whole park; donations have mostly been by the Allyn Trust. Atty. Pavlus said most of the furnishings have been well used and well worn, so it's really not worth going through each item, but rather just convey what furnishings are in there. Trustee Dove said the Fire Department wants to make sure that space they've used in the past will be there to use as in the past. They will put a diagram together of what they use – a memo will detail that, as well as concerns. Atty. Pavlus said it is a good idea to have a Memorandum of Agreement (MOA) between the Town and Fire Department. Trustee Dove suggested sending the MOA to the Village and Town prior to the property being conveyed. Mayor Hubbard asked for the Village Board's review of the draft first – bring it here first and we will see where it goes.

Delegate DMO Harty as accredited delegate at the NYMPA Semi-Annual Mtg. of Oct. 25 –

Resolution #2016-194: On the motion of Trustee Dove, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to designate DMO Harty the Accredited Delegate at the NYMPA Semi-Annual Meeting of October 25, 2016.

Appointments - Mayor Hubbard said he is pleased that Village residents responded to our advertisements expressing interest in the vacancies on the various boards. Tonight we are addressing vacancies on the Planning, Municipal, and Cemetery Boards and the Skaneateles Housing Authority. The public ads have been effective and all volunteers came forward of their own volition. Mayor Hubbard said he knows each of the volunteers and interviewed Michael Perrone - each will be a great asset. **Resolution #2016-195:** On the motion of Trustee Eriksen, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to appoint Michael Perrone to the Planning Board, Tom Rhoads to the Municipal Board, Peter Buehler to the Cemetery Board, and Michael Dempsey to the Skaneateles Housing Authority. Mayor Hubbard thanked Trustee Eriksen for his efforts relative to the Planning Board, adding that he couldn't be happier with the appointments.

Penflex – Mayor Hubbard said Clerk/Treasurer Couch noted that Penflex indicated the standard service fee schedule that identifies the changes from the 2015 fees and the \$495 fee for the “LOSAP Audit Package” that has not changed. **Resolution #2016-196:** On the motion of Trustee Dove, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Hubbard to Execute the Penflex, Inc. 11/1/2016-10/31/2017 Service Fee Agreement with the optional “Complete the LOSAP Audit Package”

Consideration of Atty. Zamelis FOIL Appeal – Mayor Hubbard said we have an obligation to comply with the FOIL even though it is extremely voluminous. He said he received good news that we are moving along with gathering all the documents requested. In response to Mayor Hubbard, DMO Harty said she agrees that a meeting Monday (9/26) is still necessary to review the materials with Atty. Pavlus and to get his advice. It was agreed to meet at 7:30 a.m. Mayor Hubbard noted that we need to comply by October 3. Atty. Pavlus said a voluminous request is not grounds for a FOIL denial. He stated that a FOIL has to be acknowledged in 5 days and the documents produced in 20 days. Inasmuch as the records were not produced in 20 business days, the FOIL is considered denied. A FOIL appeal was received and requires a response within 10 business days of receipt which puts the deadline at October 3. **Resolution #2016-196:** On the motion of Trustee Dove, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to grant the FOIL appeal and produce the documents. Mayor Hubbard said it is unfortunate that such voluminous materials have been requested by the Attorney as it takes staff away from their regular work.

Consider Date for Second Meeting in November – The Board rescheduled the second meeting in November for Tuesday, November 22, 2016 at 6:00 p.m. so that they can be done by 7:30 p.m. when the ZBA meets.

Public Comment – Trustee Dove invited everyone to the SVFD’s Casino Night this Saturday (September 24) night at the Austin Park Pavilion. She said she’s learned a new skill and will be dealing cards.

Approval of Bills – Resolution #2016-197: On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #8 be audited and paid as follows:

Approval of Bills- Abstract #8

General Fund	Vouchers #2783-2835	Checks #19040-19092	\$ 27,057.49
Sewer Fund	Vouchers #634-639	Checks #5310-5315	\$ 3,002.80
Electric Fund	Vouchers #745-758	Checks #6113-6126	\$149,116.20
Water Fund	Vouchers #378-384	Checks #4110-4116	\$ 1,522.89

In discussing the bills, Mayor Hubbard noted that vouchers include one for Dave Card for the dry hydrant. Mayor Hubbard thanked him for his service and doing work for us, adding that the dry hydrant will be valuable to us. Jorge Batlle said the Fire Department had a drill and there were only minor glitches. Trustee Dove commented that the Fire Department is very pleased. In response to Mayor Hubbard, DMO Harty said that the paving bill is not here yet and will be billed directly from the contractor, not the County. DMO Harty reminded everyone that brush pick-up will begin Monday.

Relative to the paving on West Lake Street / Road, Mayor Hubbard and Trustee Angelillo noted that there was no notice in writing and questioned why the paving stopped where it did. Mayor Hubbard said other mayors shared the same frustration at the Mayors Association meeting last evening. DMO Harty said the County is great with communications, but trying to get information from the State is like “nailing Jello to a wall”. Mayor Hubbard said the Mayors Association will be taking this on to see if they can get some sort of a program. Relative to why the paving stopped, Mayor Hubbard said he found out that the cold mix is now the binder base. Another contractor will mill to Genesee Street; subsequently a new top coat will be put on all the way to Mandana.

Adjournment – Resolution #2016-198: On the motion of Trustee Angelillo, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 8:17 p.m.


 Patty Couch
 Village Admin./Clerk-Treasurer