

## VILLAGE BOARD MEETING MINUTES

MAY 11, 2017

7:30 P.M.

**PRESENT:** Mayor Hubbard, Trustees Dove, Eriksen, Sennett and Stokes-Cawley, DMO Harty, Police Chief Coon, SVFD Asst. Chief Buehler, CEO Crompt, Village Attorney Pavlus

**Others:** Jonathan Monfiletto                      Skaneateles JOURNAL  
Jason Gabak                                        Skaneateles PRESS  
Bob Eggleston                                    1391E. Genesee St.  
Stacey Albanio                                   AOCA Consultant

**Public Hearing** – Mayor Hubbard said Atty. Pavlus provided the Board with a succinct outline and suggested opening the Public Hearing to consider a zone change for the Mirbeau Gateway Project. He explained that when the Village Board scheduled the Public Hearing per the Planning Board’s recommendation, it was conditioned on the Planning Board completing its SEQRA review on May 4, 2017 and on receiving a review from the Onondaga County Planning Board (OCPB). Atty. Pavlus advised to keep the Public Hearing open because of the obligation for SEQR. Bob Eggleston said he will present the “Readers’ Digest condensed version” with maps displayed on the overhead screen. Mr. Eggleston noted the following:

- Existing subdivision zoning – once the site was cleaned up it was annexed into the Village. At that time, the Planning Board made it all A2.
- Paul Olszewski illustrated on a map the land to be changed from A-2 to A-3; proposed Narrative Legal Description provided
- Drawing of proposed five homes along Fuller/Franklin Street with shared driveways, garages in back, widening of road for on-street parking for visitors; target start up, young families or those who want to scale down; we will control style of house; Homeowners Association (HOA) for grass cutting and snow plowing; house on corner to be set back
- Three 3-story buildings with longer-stay facilities. No new driveway connection.
- Re-design of the detention basin mostly in A-2
- OCPB reviewed and commended the applicant and the Village for working together – unusual comment from OCPB that we should all be pleased about
- If area stayed totally A-2 there’d be three houses – we’d have Prentiss Dr. on the corner of Fuller and Genesee that wouldn’t be consistent with smaller houses.

Mayor Hubbard commented that this was a great presentation that brought clarity. **Resolution #2017-90:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to open the Public Hearing to the floor at 7:45 p.m. There being no comments from the floor, **Resolution #2017-91:** On the motion of Trustee Sennett, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to adjourn the Public Hearing to the Village Board Meeting of June 8, 2017, which will be after the Planning Board meeting on June 1 where they will continue with the SEQRA review. In discussing the motion, Trustee Dove asked if the water retention basin will be all within A-2. Mr. Eggleston said mostly, but part of Lot 6 so that the owner (Mirbeau) of that lot and the three buildings will be responsible for maintenance. In response to Trustee Dove, Mr. Eggleston said that water doesn’t know zoning – it will stay with one owner; no one can build on it. It will be a very improved drainage district with easement for the Village to fix if the owner doesn’t. We will be bringing it up to current DEC standards – we’ll fix the less than adequate drainage. DMO Harty said there will be a reduction in flow coming off the hill; she is very comfortable. Trustee Sennett commented that when the Town did SEQR, DMO Harty did all the numbers. DMO Harty asked what happens to the district. Mr. Eggleston said he misspoke with district, drainage easement, not drainage district.

**Minutes –Resolution #2017-92:** On the motion of Trustee Dove, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to approve the Minutes of the Regular Meeting of April 27, 2017, and the Operations Meeting of May 2, 2017, as presented.

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

- Receipt of Treasurer's Report for April 2017
  - Email from NYS Dept. of Health – letter and enclosure discussing requirements pertaining to cybersecurity vulnerability assessments at public water systems
  - Email from CCE Onondaga – Registration open for June 16<sup>th</sup> Shorescaping: Landscaping for Water Quality Workshop; information or registration, CCE Onondaga webpage
  - Receipt of letter from DuBois, Legg, Taggart, and Ambler in opposition of the Mirbeau Gateway Proposal. In response to Mayor Hubbard, Trustee Eriksen confirmed that he was present at the Planning Board Meeting that signatories of the letter were present at. Trustee Dove said she was also present and thinks Bob Eggleston's presentation would have quelled fears – Bob may want to do the presentation again. Trustee Eriksen said that is a good idea and confirmed that he will attend the June 1 Planning Board Meeting.
  - Receipt of letter from County of Onondaga Community Development Division regarding Cooperation Agreement Automatic Renewal
  - Receipt of Skaneateles Veterans Memorial Committee invitation to the Village Board to stand with the committee at the Memorial Day Celebration in Shotwell Park on Memorial Day May 29, 2017
  - NYS OSC regional seminar for municipal and school district officials Wed., June 14, 8:30 Registration, 9 am-4 pm Event at the Village of Skaneateles Fire Department
  - Receipt of County of Onondaga Department of Personnel letter certifying the Village's payroll for the period ending May 10, 2016, in accordance with Section 100 of Civil Service Law through April 30, 2017 with no exceptions.
  - Onondaga County Mayors Association Meeting Wed., May 17, 2017 at Francesca's, 6 pm, topic: County-wide Shared Services Initiative. Clerk/Treasurer Couch noted that inasmuch as Town Supervisors are also attending, this meeting is for Mayors only.
  - Receipt of Glens Falls National Bank LOSAP Statement for April 2017
  - Letter from Sterling Planning Services. Trustee Dove asked if DMO Harty has any outstanding projects. Mayor Hubbard asked about water quality. DMO Harty said there may be some potential for the water main project. She has a conference call scheduled for next week and she'll review it further.
- \* Other Matters That Have Come Before the Board since Posting the Agenda\***
- Onondaga County DOT letter regarding May 23, 2017 Annual Utility Meeting, 10:00 am at the Marcellus Maintenance Facility

**Police Department** – Mayor Hubbard noted that the Board is in receipt of the Police monthly report for April that recorded activity as follows: Calls for Service; 204 **Incident Types: Criminal:** 2 Larceny; 0 Identity Theft; 1 Forgery; 0 Burglary; 0 Robbery; 1 Criminal Mischief; 2 Domestic; 0 Harassment; 1 Sex Offense; **Non-Criminal:** 4 Vehicle Lockout; 1652 Property Check; 16 Ambulance Calls; 5 Fire Calls; 7 Alarm; 4 Recovered/Found Property; **Traffic:** 77 Total Traffic Stops; 34 Traffic Tickets Issued; 52 Total Parking Tickets; 252 Courtesy Cards; **Motor Vehicle Accidents:** 6 Property Damage; 0 Personal Injury; **Arrests:** 0 Felonies; 0 Misdemeanors; 0 Violations; 1 DWI. Chief Coon said that the final radar sign was installed on State Street. The first day of it being there in the school zone, Sgt. Gates gave out three tickets, but since then motorists have been paying better attention. Chief Coon said the sign has already had impact and is very effective.

**Director of Municipal Operations (DMO)** – DMO Harty briefly reviewed her report that recorded the following:

**DPW** –

- Spring Street Clean-up – working on Brush Pickup, which will continue through June 5<sup>th</sup>, repairing snow plow damage (top soiling/seeding), and street sweeping
- Have begun mowing parks, water tank site, DPW/WWTP, etc. and busy prepping parks for Memorial Day (shrub trimming, mulching, patching/painting fountain, replacing flags).
- Upcoming projects/activities:
  - Installation of new downtown parking meters including pole straightening and replacement; all materials are here.
  - Pavement striping of on-street parking, crosswalks, and municipal parking lot

- West Lake Street Storm sewer work with Town
- Spring/Summer sidewalk repair/replacement – out to bid, working with Paul Olszewski for mark-out, Bob Kleckner had to decline due to family.

**Electric –**

- Completed installation of all LED street lights on West Lake Street and W. Genesee Streets next up is East Genesee Street
- Installed 3 speed signs for police
- Working on Fennell Substation, utility pole replacement throughout Village, and planning for rebuild of Day Lane

**Water –**

- Month of April
  - Produced a total of 13.3 Million Gallons of Water = 429,000 gallons per day
  - No raw water turbidity exceedances
  - All 3 microbial samples in distribution system came back negative
- Water Main Replacement Project
  - Have all survey data back now so GHD working on water main layout and engineering details

**Sewer –**

- See attached Operator's Report from Brad
- Wet Weather event did lead to ORF discharge which was reported through NY Alert. No permit violations occurred. Plant maintained satisfactory disinfection through the entire peak discharge. DMO Harty gave kudos to Plant Operator Nofell for getting the us through a significant wet April with no permit violations.

**Parkside –**

- Tobin will be on site in the next few weeks working on punch list items.
- Relative to the Town's request for Soil Borings in Clift/Thayer parks as distributed yesterday, DMO Harty said, as the owner of the parks, the Village Board is responsible for authorizing work within the parks. She said given the way the Town very loosely managed the swim area project she has concerns that she wrote in yesterday's email. That project had little or no oversight from the Town or their engineer. No one from the Town notified or coordinated with her, so she had to contact the contractor directly to find out what he was doing and when. DMO Harty said the contractor arrived back on site last week with no notification and no clear update on when they would be completed. She said she is willing to let the work happen, but needs better coordination and direction. Any approval for future work in the Village Parks should provide clear specifications and conditions for the approval (i.e. timeframes for work, limit to accessible locations, equipment to be used, construction oversight from the Town, coordination/communication with the Village, etc.). With that in mind, she'd like to require the Town to let us know who the contractor is and limit the equipment to be used to minimize damage in the parks, especially considering that we are coming into the busy summer time. Atty. Pavlus said he'd like time to work on a resolution with conditions such as hours, equipment, notifications, etc. Trustee Dove said she'd like the Town to name their contact. Trustee Sennett said she doesn't have a clue what soil borings involve. Trustee Eriksen questioned if this work could wait until a less busy time of year. Trustee Sennett noted there'd be two borings in each location and asked how long they'd be. DMO Harty said it depends on depth and what they hit. She added that she doesn't think the Town has selected who will be doing the work yet – there are a lot of unknowns. Trustee Eriksen asked if we can ask for some details before a resolution is made. Mayor Hubbard added, find out the intent first. Trustee Dove said we would like to vote on this at the next meeting. Trustee Sennett asked if there'd be any tripping hazards after the boring are done. DMO Harty said we'd require them to use mats. Trustee Stokes-Cawley suggested they do the soil borings in Thayer Park first in case of any problems. DMO Harty said that is a good idea – we'd learn from doing the work in Thayer Park first. Trustee Dove said she'd like to be as cooperative as possible, but get all the information – move along with all ducks in a row. Mayor Hubbard noted that we need all answers/clarifications by next Thursday, May

18. That would give us time to consider everything. Atty. Pavlus could draft the resolution by the Tuesday before the next Village Board meeting. DMO Harty said she wants the details, equipment, time frame, named point of contact, assurance that mats will be used, etc., and that the borings are completed by June 22 since graduation is June 25. DMO Harty said she will communicate this tomorrow. Asst. Chief Buehler said there hasn't been any correspondence with the Fire Department – this is all news to us. We have not been included at all, we've not seen the plan, and didn't know about the borings. DMO Harty noted that she just received the email yesterday. Asst. Chief Buehler said Chief Evans wants to be included in correspondence. Trustee Dove said the locations are the same as we talked about previously. Mayor Hubbard said he wants concurrence from the Fire Department. DMO Harty said she will forward the email to Chief Evans. Trustee Stokes-Cawley said it should have come from the Town. It was agreed that the Fire Department will be copied on any emails.
- DMO Harty gave a brief overview of the 2017 Sidewalk Program that is currently out for bids. The 2017 program will be Village-wide to replace hazardous walks with a greater than 1" hazard. The Village will split the cost 50/50 with the property owners. The target is fair to poor conditions – there is 3900 linear feet fronting various properties throughout the Village. DMO Harty reviewed what the base bid includes and noted that the project was advertised last week. Inasmuch as Bob Kleckner can no longer do the work, Paul Olszewski will GPS tag and map the walks to be repaired/replaced. He will start on Monday of next week and should be done by the end of the week. DMO Harty said there is a pre-bid meeting next Tuesday May 16 and bids are due May 23. Depending on the pre-bid meeting, that date may be pushed off. The work will be during the summer of 2017 and spring of 2018. DMO Harty said she was thrown through a significant loop with Bob Kleckner having to step away, but she re-shuffled and re-organized. Mayor Hubbard asked if Mr. Olszewski will be doing stencil arrows also. DMO Harty answered affirmatively, starting next week. There are lots of details to determine.
  - DMO Harty said there is serious wear and tear to the guard rails around the rear of the Village Hall and DMO buildings. In response to Trustee Sennett, DMO Harty said the cause is tractor trailers, snow, etc. We need to clean up the area and we have a quote from Elderlee, Inc. DMO Harty displayed a picture of the proposed guard rails which will be more aesthetic and powder coated dark brown to match flashing on Village Hall. In response to Trustee Dove, DMO Harty confirmed that the guard rails will be on Village land. Trustee Stokes-Cawley asked if there should be reflectors on the brown guard rails. Mayor Hubbard said he thinks the posts have reflectors. DMO Harty talked about leaving an opening in the corner as many of the Village Landing residents use it to walk to Tops. Trustee Dove commented that Elderlee is installing guard rails on Route 20. DMO Harty said the installation here will probably only take a day or so, including re-installing the guard rail on the Post Office property that was there that we removed when we were doing site work. Trustee Sennett said she thinks this is great as it is an eye sore now. **Resolution #2017-93:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to authorize Elderlee, Inc. to proceed with the installation of the guard rail per their quote of May 8, 2017 not-to-exceed \$13,255.05.

**Codes Enforcement** – CEO Crompt provided the Board with copies of his report that records activity as follows: 0 Sign Permit; 8 Building Permits; 0 Certificates of Occupancy; 0 Demolition Permits; 2 Footer Inspections; 4 Framing Inspections; 3 Insulation Inspections; 9 Final Inspection; 2 Foundation Permits; 1 Temp. Cert. of Occupancy, 2 Fire Inspections, 9 Certificates of Compliance, and 3 Contractor Meetings. CEO Crompt said he has spent considerable time at the cemetery getting foundations and government markers ready for Memorial Day. He also noted that when we moved from Genesee Street, the Codes office lost the ability to update permits and make changes to existing documents. CEO Crompt said he was slowly working on it, but Deputy Clerk Karlik took it upon herself to make the changes and updates. He said, "Kudos to her, she did a great job and saved him a lot of time."

**Skaneateles Volunteer Fire Department** – Mayor Hubbard acknowledged receipt of SVFD Chief Evans' report for April 2017 that Asst. Chief Buehler read aloud as follows:

**Calls for the month of February:** 34 Total Alarms; 1 Structure Fire; 1 Vehicle Fires; 1 Vegetation Fire; 10 EMS; 4 Rescue; 2 Motor Vehicle Accidents; 2 Extrication; 2 Hazardous Condition; 1 Service Calls; 0 Good Intent Call; 10 False Alarms; 1 Cancelled Enroute; 1 Other; 3 Mutual Aid Given; 17 Mutual Aid Received; 13.18 Avg. Personnel; 1.26 Avg. Enroute time; 4.61 Avg. On-scene Time; 3 Meetings; 7 Drills; 0 Training; 0 Miscellaneous.

**Upcoming Trainings:** 5/8/17 – Ventilation at Mottville- 19:00; 5/15/17 – Auto Extrication at Transfer Station – 19:30; 5/22/17 – Dry Hydrant & Tanker Operations – 19:30.

**Meetings for the month:** Officers – 6/1/17 at 19:30; Truck Committee – 5/10/17 at 19:30; Trustees/Board of Directors – 6/1/17 at 19:00

**Other business:**

- The department has purchased a “new” rescue truck from the Penfield Fire Department (a suburb of Rochester). The “new” rescue is a 2006 Pierce custom rescue truck which will replace our present rescue truck that was built in 1998. The “new” rescue will be picked up June 1<sup>st</sup> from Penfield and the truck will be re-lettered and have additional modifications made so it is suitable for our rescue operations.
- Skaneateles High School Mock DWI Drill will be held Tuesday May 16, 2017 at 9:00 a.m. at the Austin Park Pavilion for high school juniors. This is a collaborative drill between SAVES, the Mottville Fire Company, the Skaneateles Fire Department and the Skaneateles Central School District.
- Tickets are available for the High Stakes Money Drawing. Thus far, 450 tickets have been sold and tickets are available from any firefighter or online at [www.skaneatelesvfd.com](http://www.skaneatelesvfd.com). \$100 monthly drawings will begin May 1, 2017. Mark your calendars now for the 5<sup>th</sup> Annual Casino Night and High Stakes Money Drawing scheduled for Saturday, September 23, 2017 at Skaneateles Station #1.

**Old Business**

**Status of NYSERDA Grant** – DMO Harty said there are no updates.

**Status of Renewal of Franchise Agreements** – Mayor Hubbard said Clerk to the Boards Dundon has not reported anything since his last update.

**Status of New Seawall Grant / Clift Park Improvements** – DMO Harty reported that we are getting much closer and we might be able to solve ownership with a letter from Atty. Pavlus who added that we have a lot of evidence that the Village owns the park.

**New Business**

**Barrow Paint Out Event – Resolution #2017-94:** On the motion of Trustee Sennett, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to authorize use of Thayer and Clift Parks on Saturday, June 10 at 9 AM for the Barrow Paint Out event.

**Labor Agreement with the Skaneateles Police Officers** – Mayor Hubbard said Atty. Leonard sent detail of a change to the labor agreement so this matter will be tabled to the first meeting in June.

**S.A.V.E.S.** - Mayor Hubbard read aloud the following:

**PROCLAMATION FROM THE  
OFFICE OF THE MAYOR**

**Whereas**, Skaneateles Ambulance Volunteer Emergency Service (S.A.V.E.S.) is a vital public service; and

**Whereas**, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

**Whereas**, S.A.V.E.S. plays a critical role in public outreach and injury prevention, and has evolved in its role as an important member of the healthcare community; and

**Whereas**, S.A.V.E.S. personnel stand ready to provide compassionate, lifesaving care to those in need 24 hours a day, seven days a week; and

**Whereas**, the members of S.A.V.E.S., both career and volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

**Whereas**, the formation of the volunteer ambulance service known as S.A.V.E.S. took place 50 years ago in April, 1967; and

**Whereas**, it is appropriate to recognize the value and the accomplishments of S.A.V.E.S.

**Now, therefore**, I, Martin L. Hubbard, Mayor of the Village of Skaneateles, in recognition of this 50-year anniversary, do applaud S.A.V.E.S.' resolve in establishing a volunteer ambulance service that has become and will continue to be a leader in emergency care services.

**Proclaimed** this 11<sup>th</sup> day of May, 2017 for formal presentation the 20<sup>th</sup> day of May, 2017.

**Farmers' Market** – Trustee Sennett said it is not fancy, but she likes that there is space for the community to use. **Resolution #2017-95**: On the motion of Trustee Sennett, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to authorize the Farmers' Market to use the apparatus bays on Thursdays, October 26, November 2, 9 & 16 from 3:30 to 6:30 p.m.

**Methodist Church** – **Resolution #2017-96**: On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to authorize the Skaneateles United Methodist Church to hold an outdoor Community Worship Service at Clift Park at 9:30 am on Sunday, August 13, 2017, ending at 11:00 am.

**Public Comment** – Trustee Dove said Mid Lakes Navigation asked her to report that the Barbara is going back in the lake and the Spray is not happening. Docks are going in with rubber bumpers to reduce noise; the Judge is in the lake and going out tonight.

**Approval of Bills** – In reviewing the vouchers, the following was clarified: Marine binoculars are different from regular binoculars in that they are waterproof and have longitude and latitude; Moore Medical is a Fire Department expense; and Mayor Hubbard noted that this is the first of four installments of Sewer re-paying the General Fund fiscal year ending 2014 loan. **Resolution #2017-97**: On the motion of Trustee Eriksen, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #23 be audited and paid as follows:

General Fund	Vouchers #3504-3569	Checks #19757-19822	\$76,471.40
Sewer Fund	Vouchers #798-814	Checks #5473-5489	\$61,049.98
Electric Fund	Vouchers #917-930	Checks #6285-6298	\$11,515.23
Water Fund	Vouchers #481-487	Checks #4214-4220	\$18,022.14

**Adjournment** – **Resolution #2017-98**: On the motion of Trustee Dove, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 8:54 p.m.

  
 Patty Couch, Vil. Admin./Clerk-Treasurer