

VILLAGE BOARD MEETING MINUTES
MAY 25, 2017
7:30 P.M.

PRESENT: Mayor Hubbard, Trustees Dove, Eriksen, Sennett and Stokes-Cawley, DMO Harty, SVFD President Perkins, Village Historian Batlle, CEO Crompt, Village Atty. Pavlus

Others:	Jason Gabak	Skaneateles PRESS
	Michael Fogel	100 Madison St., Syracuse, NY
	Chase Corcoran	1083 Jewett Road
	Joe Steencken	16 Gayle Road
	Christine Bartolotta*	Sky Yoga (42 E. Genesee)
	Courtney Chase*	Sky Yoga (42 E. Genesee)
	Bill Lynn	32 Jordan Street

7:30 PM - CIP Public Hearing on RJK Properties-Loft 42 Change of Use – Mayor Hubbard noted that this Public Hearing is for a change of use application that Atty. Pavlus summarized in an email. In response to Trustee Dove, Atty. Pavlus confirmed that the change of use from retail to physical fitness is for the downstairs only. CEO Crompt further clarified by saying street level and basement. In response to Trustee Stokes-Cawley, CEO Crompt confirmed that the basement opens up to the lake. **Resolution #2017-99:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to open the Public Hearing to the floor. Atty. Pavlus noted that neither the applicant nor anyone on behalf of the applicant is present. He said that according to Village Code 225-54F the Village Board is required to review the application and Critical Impact elements. Atty. Pavlus read through the criteria noting that traffic and sewer are not considerations. Trustee Dove said her only question is about noise. CEO Crompt said it is quite sound proof. Trustee Sennett said she understands that the Board can state any special conditions. Although not a condition, she said she'd like to make a clarification. Trustee Sennett explained that there seems to be confusion about dwelling units for Loft 42. The applicant went before the Planning Board and referenced 6 units, the Certificate of Occupancy granted 3 dwelling units, and the building is advertised for sale as a single family. Trustee Sennett said she further investigated asking the Codes Office if there was a change to 6 units and was told that there was no request before the boards. It remains as 3 dwelling units. The CIP application is for using the first floor and basement as physical fitness. Trustee Sennett said, for the record, she wants it clarified that it is a 3-dwelling unit building. **Resolution #2017-100:** On the motion of Trustee Eriksen, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to close the public hearing at 7:39 pm. Christine Bartolotta and Courtney Chase were recognized in the audience and asked if they had any comments. They both indicated that they are hopeful CIP is granted, but didn't really have anything to say. **Resolution #2017-101:** On the motion of Trustee Dove, seconded by Trustee Stokes-Cawley, it was resolved and carried (4-1 in favor with Mayor Hubbard voting no) to grant CIP approval for the change of use from retail to physical fitness on the ground floor and basement. In discussing the resolution, in answer to Trustee Sennett, Atty. Pavlus said her statement of clarification has no impact on the resolution. *Miss Bartolotta and Miss Chase left the meeting.

Minutes – Resolution #2017-102: On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to approve the minutes of the Regular Meeting of May 11, 2017, as presented.

Correspondence & Announcements –Mayor Hubbard reviewed the following:

- NYS DOH Letter regarding Water Supply Vulnerability Assessment – Cybersecurity. Mayor Hubbard said this serious matter has been discussed at the Wednesday morning operations meetings. DMO Harty will advise as to our obligations and responsibilities.
- Tobacco Free Network of CNY Onondaga County Community Forum Wed., May 31, 5:30 pm SUNY Upstate Cancer Center Atrium RSVP by 5/25 315-343-2344 ext. 10
- Mayor Hubbard's letter to the Town of Skaneateles regarding Westside Water District
- Flyer about Re-Bike Cayuga on Sat., June 3, 9am-noon, Casey Park Arena, Auburn, NY

- Email notification of 20th Annual NYS Cyber Security Conference June 7-8, 2017 Empire State Plaza-Albany. Mayor Hubbard said if any Trustee can attend, he is sure the Village Board would support them.
 - Letter from Skaneateles Chamber and Foundation Executive Director Lynn relative to Annual Events – detail meetings to be held prior to tentative consideration by the Village Board at the regular meeting of June 8
 - A well-received letter from Laura Horian, 6 Orchard Rd., relative to no north-south crosswalk at the Genesee/Orchard/Kane Ave intersection. Mayor Hubbard said ADA curb cuts could be added to the 2017 Sidewalk Program if deemed a good idea. Ms. Horian's recommendation will be reviewed as it fits into the 2017 Sidewalk Project.
 - Email announcing that Registration is now open for June 16th Shorescaping: Landscaping for Water Quality Workshop – information and registration at CCE Onondaga webpage
- * Other Matters That Have Come Before the Board since Posting the Agenda***
- Email from Forester John Graham thanking Mayor Hubbard for his letter and copies of the Arbor Day articles from the local newspapers. Forester Graham said he was glad to celebrate Arbor Day in Skaneateles this year and hopes to be able to be in Skaneateles on Arbor Day next year if his schedule permits.
 - Receipt of letter from Town Supervisor Lanning regarding a west side water storage facility
 - Mayor Hubbard reported that he attended a meeting with Mayors and Supervisors yesterday at City Hall relative to concerns about Governor Cuomo's shared services proposal. Copies of Syracuse Mayor Stephanie Miner's excellent letter were distributed. There was a nice turnout and good representation.

Director of Municipal Operations (DMO) – DMO Harty reported that there has been a big push for getting the parks and cemetery ready for Memorial Day. A plaque is on its way for the new memorial and new trees are being planted. DMO Harty said the DPW has done a phenomenal job in the parks and cemetery. Trustee Sennett said she agrees – the parks and cemetery look great. Trustee Dove reminded everyone that the lineup for the Memorial Day parade is at 8:30 at the American Legion and the Village Board is invited to stand with the Skaneateles Veterans Memorial Committee at the Memorial Day Celebration in Shotwell Park on Memorial Day May 29, 2017.

Village Historian – Village Historian Battle announced that we received the grant from the W.G. Pomeroy Foundation to install a sign to commemorate Lake View Cemetery being placed on the National Register of Historic Places. Village Historian Battle said his historic moments of late have been about anniversaries and tonight's is about The Creamery's 25th anniversary which he read aloud while DMO Harty displayed photographs on the overhead screen, as follows:

Historic Moment, May 2017

The Creamery and the Skaneateles Historical Society

The Skaneateles Creamery Company was organized in 1899 by a group of farmers who subscribed over \$3,000 to its formation. Its purpose was to make unsalted butter and sell cream and buttermilk. The average daily receipt from 107 suppliers was 12,000 pounds of milk. From this about 575 pounds of butter per day was sold as fast as it could be made. New York City was the biggest customer base.

November 21, 1918 the Skaneateles Creamery was sold to Best Ice Cream of Syracuse. The new owners began to produce condensed milk and ice cream mix along with the butter. The ice cream mix of about 4000 gallons was trucked to the Best Ice Cream Company in Syracuse. Some skim milk was sent to Union Springs where it was made into cottage cheese. June 14, 1948 Best Ice Cream Company sold the facility to The Borden Company, who closed the plant in September of 1949. Donald "Bucky" Harris of the Village was the last person in charge of the Creamery.

In 1952, Lee Hatch of Skaneateles, purchased the property and the Village Zoning Board of Appeals granted permission for the Central School and farm implement dealer Leonard Bobbett to use the building for inside storage only.

March 10, 1988 Irene & John Bryant proposed restoration and repair of the building for their residence with a supplemental apartment. That proposal was withdrawn in May when they could not get an agreement with the City of Syracuse who were concerned about their water conduits running through the property.

In September 1989, owner Leonard Bobbett offered the property to the Village to be made into a creek side park. At that meeting, a member of the Skaneateles Historical Society listened and asked that the Village hold off on a decision for one month. At that time, the Historical Society was looking for a new location, as they had been asked to vacate their rooms on the second floor of the Town Office Building. The Historical Society members, with nervous foresight made an offer to the Village that they would repair and restore the building, and the Village would lease the building to them for twenty years.

Renovations began in February of 1990. With the very generous support of the community both in labor and funds, the Skaneateles Community Museum at the Creamery and the Skaneateles Historical Society artifact collection and research files officially opened 30 months later, May 23 1992.

In 2007, the Historical Society, interested in preserving another part of the old Creamery facility raised the money to purchase the 'boiler house' just to the immediate south of the main building. This brick building was then a residential apartment.

June 11, 2007 the Village accepted ownership of this property (24 Hannum Street) and signed a lease agreement for \$1.00 a year with the Historical Society.

The boiler house was completely gutted. A clerestory roof was added just as the original building had. A large door was placed in the street side elevation, just as it had been in the past. A enclosed shed accessible from the interior was placed on the south wall, as it had been in the past. These became the display areas for the many styles of boats manufactured in Skaneateles.

A two-story connector building was added to join the boiler house with the Creamery building. This became the new public entrance to the facility and houses the gift shop, a boat display and a computer interactive model of Skaneateles Lake. These new additions were formally opened in 2011.

1899 to 1949 this was a very active factory. From 1951 to 1989 it was a warehouse. After 30 months of hard work this facility became one of the jewels in Skaneateles' crown. This jewel has been protected and polished for the last 25 years by the Skaneateles Historical Society.

Status of NYSERDA Grant – DMO Harty said there is nothing to report.

Status of Renewal of Franchise Agreements – Mayor Hubbard said Clerk to the Boards Dundon has not passed on any news.

Status of New Seawall Grant / Clift Park Improvements – DMO Harty said the survey work is complete and concept sketches are in progress. Atty. Pavlus will write a letter relative to our ownership of the park.

Status of Dry Hydrant Project – DMO Harty talked about the initial request and confirmed that she conveyed to Town Engineer John Camp concerns and conditions that we discussed in the last meeting. Subsequently, Engineer Camp provided an updated drawing and photo of the equipment to address each of the concerns. Additionally, all best practices to protect the property were agreed to, as well as doing the borings in Thayer Park first and finishing the work before graduation. Engineer Camp advised that Mark Chambers, of C&S Engineers, Inc., shall be the point of contact for the Town. Atty. Pavlus said he drafted a resolution based on the conditions discussed and suggestions by DMO Harty – authorization relates only to the geoprobe borings. Trustee Eriksen asked which days of the week the work will be done. DMO Harty said 48 hours' advance notice is required, but the resolution does not specify days not to work. Furthermore, we have not said anything about equipment not staying in the parks on the weekend. DMO Harty said we can make it work with what we've got – it is descriptive enough. Trustee Sennett said she does worry about a big piece of equipment sitting in rain in the park. DMO Harty said she doesn't think they want to do work in the rain. Trustee Dove asked if the Skaneateles Fire Department is all good with this. SVFD President Perkins said it is your park; they will probably do all borings in one day. **Resolution #2017-103:** On the motion of Trustee Dove, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to approve Atty. Pavlus' resolution as follows:

WHEREAS, the Town of Skaneateles has requested that the Board of Trustees of the Village of Skaneateles authorize the Town to make geoprobe borings in Clift Park and Thayer Park pursuant to a certain April 2017 geoprobe location plan made by C&S Engineers, Inc., and

WHEREAS, the geoprobe borings are for purposes of a dry hydrant installation project in Clift Park and Thayer Park, and

WHEREAS, the Skaneateles Volunteer Fire Department has approved the geoprobe boring locations; now therefore it is

RESOLVED, that the Town is authorized to perform the geoprobe borings set forth in the April 2017 geoprobe location plan made by C&S Engineers, Inc., and it is further

RESOLVED, that Village Director of Municipal Operations Shannon L. Harty, P.E., shall be notified 48 hours in advance of the Town or its contractor performing any work in furtherance of the geoprobe borings in Clift Park and Thayer Park, and it is further

RESOLVED, that the Town or its contractor shall use mats and make all efforts to minimize damage to the lawn and landscaping when performing the work, and it is further

RESOLVED, that the geoprobe borings shall be completed in Thayer Park prior to any work being permitted in Clift Park, and it is further

RESOLVED, that Village Director of Municipal Operations Shannon L. Harty, P.E., shall be authorized to permit the geoprobe borings to proceed in Clift Park upon completion of work in Thayer Park, and it is further

RESOLVED, that all geoprobe borings in Thayer Park and Clift Park shall be completed before June 23, 2017, and it is further

RESOLVED, that Mark Chambers, of C&S Engineers, Inc., shall be the point of contact for the Town who shall be responsible for managing the Town contractor and coordinating work with the Village, and it is further

RESOLVED, that the Town shall provide onsite management of its contractor to ensure that the geoprobe borings are completed properly and that Thayer Park and Clift Park are completely restored, and it is further

RESOLVED, that this authorization relates only to the geoprobe borings and the Board of Trustees of the Village of Skaneateles requires Village review of detailed engineering plans prior to considering authorization of the dry hydrant installation.

The foregoing Resolution was adopted this 25th day of May, 2017


Patricia Couch, Clerk/Treasurer

Police Contract – Mayor Hubbard reported that Atty. Colin Leonard is okay with the Skaneateles Police Contract revisions and the labor agreement has been signed by the union. **Resolution #2017-104:** On the motion of Trustee Sennett, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to ratify the 3-year (June 1, 2015 - May 31, 2019) Labor Agreement between the Village of Skaneateles and the Skaneateles Police Officers LOCAL 195SP, Council 82, AFSME, AFL-CIO and authorize Mayor Hubbard's execution of the same.

8:00 PM – CIP Public Hearing on 22 Jordan Street/Lynn – Mayor Hubbard asked if there are any questions from the Board. In response to Trustee Dove, Atty. Pavlus said he heard from Atty. Fogel relative to the lease. This Public Hearing is for Critical Impact and Atty. Fogel can take us through the CIP elements. Atty. Fogel said he represents 22 Jordan Street and Space Architecture sent drawings. Atty. Fogel said they have site approval from the Planning Board and the ZBA granted variances limited to the storage shed. He read through each of the CIP elements and noted that the application satisfies all the critical impact criteria. Mayor Hubbard asked for additional questions. In response to Trustee Dove, CEO Crompt confirmed that the property is not part of the Historic District. Trustee Dove recognized that it therefore is not within our purview to determine colors. Bill Lynn pointed out where the pergola will be over the picnic tables. In response to Trustee Stokes-Cawley, Mr. Lynn said the cement planter box is positioned to protect the seating area from traffic. **Resolution #2017-105:** On the motion of Trustee Dove, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to open the Public Hearing to the floor at 8:17 p.m. Mayor Hubbard asked if there was anyone to speak. **Resolution #2017-106:** On the motion of Trustee Sennett, seconded by Trustee Dove, it was resolved and

unanimously carried (5-0 in favor) to close the public hearing at 8:18 p.m., but keep the application open until discussing the lease terms in executive session. Atty. Pavlus explained that it would not be prudent to vote on Critical Impact until we have discussed acceptable lease terms since the Planning Board and ZBA both conditioned their approvals on the Village and applicant entering into a modified lease. If after the executive session the Board of Trustees finds it appropriate to authorize the Mayor to sign a lease with the applicant on acceptable terms, it would resolve to do so. Subsequently, the Board could vote on the Critical Impact Permit. Atty. Fogel said the lease carves out the alley way and parking spots. Mr. Lynn said the lease and project shouldn't be intertwined. The area was carved out as required and he is not sure why the CIP can't be moved forward.

NEW BUSINESS

SVFD LOSAP Account – Mayor Hubbard said we were advised to stay with our growth and income strategy. Relative to fixed income, Trustee Sennett said considering the current stock market bubble, perhaps we ought to have a bit more in bonds and a bit less in stocks. SVFD President Perkins said that Penflex has the highest rating and best set-up for length of service awards programs. They monitor where we are and where we are going. Clerk/Treasurer Couch said Glens Falls National Bank and Penflex work together very closely. **Resolution #2017-107:** On the motion of Trustee Sennett, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to continue with the current growth with income strategy and authorize Mayor Hubbard's execution of the Investment Objective.

Consider Awarding 2017 Sidewalk Project Bid – Mayor Hubbard reported that bids for the 2017 Sidewalk Project were opened Tuesday May 23, 2017 and he is very pleased with the bids and the level of interest. Thanks to DMO Harty, the process was seamless; very competitive bids were received and within our budget – another tribute to DMO Harty. Mayor Hubbard said DMO Harty's memo included a bid tabulation and recommendation to award the Base Bid of \$373,800 to Ballard Construction. In response to Trustee Sennett, DMO Harty said we will take up the change order at a later date. Trustee Sennett said she is impressed at how close the bids are. DMO Harty agreed, adding that they are very competitive. She said that the Village has previously used Ballard Construction for sidewalk work within the Village and she found them to be responsive, responsible and of good quality. **Resolution #2017-108:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to award the Base Bid of \$373,800 to Ballard Construction and reserve the right to award the Alternate Bid as a Contract Change Order on or before July 7, 2017. In discussing the resolution, in response to Trustee Dove, DMO Harty said we'd like them to start the first week of June, but first she will draft the contract with Atty. Pavlus. A pre-construction meeting will be next Wednesday.

Accounting/auditing Services – Trustee Sennett said that she worked with Cuddy & Ward at the Town and found them to be very professional. Clerk/Treasurer Couch said they did audits of our 2014, 2015, and 2016 fiscal years and were very respectful of Village Office staff's time. They learned where our files are, pulled what they needed, and returned everything to its rightful place. Trustee Dove asked if audits are needed every year. Clerk/Treasurer Couch said she thinks it is good practice, but we can look at it annually. **Resolution #2017-109:** On the motion of Trustee Dove, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to authorize Cuddy & Ward to proceed with accounting/auditing services as outlined in their May 19, 2017 proposal for a total fee of \$11,200.

Consider Authorizing Mayor to sign a Lease for 22 Jordan Street – Atty. Fogel said they have considered the lease that Atty. Pavlus drafted. It is generally acceptable, except for the one-year term. Bill Lynn wants a 60-day term lease and wants the Board to consider it.

Official Newspaper Designation - Resolution #2017-110: On the motion of Trustee Eriksen, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to designate the Skaneateles PRESS as the Village's Official Newspaper.

Public Comment – Trustee Eriksen said he'd like to express his gratitude to everyone who worked on the Skaneateles Journal and West Onondaga County Journal. Learning of their shut down is a real blow to our community. Media is currently under unprecedented attacks, even to the point of a Montana reporter being beaten. It's important for communities to have good media and he hopes vibrant media involvement continues. Jorge Batlle said he too appreciates all the work done by the Journal, especially with regard to historical articles.

Joe Steencken, 16 Gayle Road, said he recently had need for the Water Department and commended them on the response time and help. He asked if there is a plan for long-term remedy of the sewer problem. DMO Harty said later this summer, DPW forces will replace identified areas with 8" sewer pipe.

Approval of Bills – Resolution #2017-111: On the motion of Trustee Dove, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #24 be audited and paid as follows:

<i>Abstract #24</i>	General Fund	Vouchers #3570-3621	Checks #19823-19874	\$173,449.49
	Sewer Fund	Vouchers #815-825	Checks #5491-5501	\$ 26,079.17
	Electric Fund	Vouchers #931-943	Checks #6299-9311	\$ 74,144.27
	Water Fund	Vouchers #488-497	Checks #4221-4230	\$ 39,427.40

In discussing the resolution to approve the bills, in response to Trustee Dove, DMO Harty confirmed that Ber National was here delivering paper and did some service work. DMO Harty also reported that we were very successful at the auction. One of the vehicles sold was the Honda Pilot and DMO Harty is purchasing a new Ford Escape to replace it. The Ford Escape is a basic model – it will be equipped with a light bar and identifiable as the Municipal Operations vehicle.

Executive Session – Resolution #2017-112: On the motion of Trustee Eriksen, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to enter into an Executive Session at 8:45 p.m. for an Attorney/Client Discussion on Contract Negotiations. **Resolution #2017-113:** On the motion of Trustee Sennett, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to move out of Executive Session at 9:17 p.m.

22 Jordan Street Lease – Resolution #2017-114: On the motion of Trustee Eriksen, seconded by Trustee Sennett, it was resolved and carried (4-0 in favor with Trustee Dove abstaining from the vote) to authorize Mayor Hubbard's execution of the lease that Atty. Pavlus drafted and presented to Bill Lynn's Attorney Fogel.

Critical Impact Permit – 22 Jordan Street/Lynn - Resolution #2017-115: On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to grant Critical Impact Permit approval contingent upon the applicant entering into the lease by May 31, 2017.

Adjournment – Resolution #2017- 116: On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 9:20 p.m.


 Patty Couch, Village Admin./Clerk-Treasurer