**VILLAGE BOARD MEETING MINUTES**
**JULY 11, 2017**
**7:30 P.M.**

**PRESENT:** Mayor Hubbard, Trustees Dove, Eriksen, Sennett and Stokes-Cawley, DMO Harty, Police Chief Coon, SVFD Chief Evans, Village Attorney Pavlus

| **Others:** | Jason Gabak | Skaneateles PRESS |
|---|---|---|
| | Donna Richards | 3 Highland Street |

**Continuation of Public Hearing for Mirbeau Zone Change** – Mayor Hubbard advised that the Planning Board, at their meeting of July 10, 2017, resolved to recommend to the Village Board that the Trustees close or otherwise adjourn the public hearing until such time as the Trustees are notified that the Planning Board has issued a decision on SEQR. Atty. Pavlus said he recommends that the Village Board close the public hearing as it has been open for three meetings now. The project could change depending on the SEQR determination – the review is more involved than anticipated. Atty. Pavlus recognized that GHD is doing a thorough job and we don't know how long their review will take. Therefore, it is better to close the public hearing. Atty. Pavlus confirmed Mayor Hubbard's understanding that if we close the public hearing we will then have 60 days. If it goes beyond 60 days the public hearing will have to be advertised again. The project is in flux now – last night the Planning Board decided to consider all aspects of the project. The Board discussed the difference between closing and adjourning the public hearing. Atty. Pavlus said to close the public hearing, the clock starts ticking or we could calendar it to the first meeting in September. Trustee Eriksen noted that to adjourn the public hearing would be the current request only – we'd take up the same proposal if it is adjourned. Trustee Dove said she wants the public to have a say if the proposal is re-considered. **Resolution #2017-130**: On the motion of Trustee Sennett, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to close the Public Hearing for Mirbeau Zone Change.

**Minutes** –**Resolution #2017-131**: On the motion of Trustee Dove, seconded by Trustee Eriksen, it was resolved and unanimously carried (4-0 in favor with Trustee Sennett abstaining as she was not present at the meeting) to approve the Minutes of the Regular Meeting of June 22, 2017, and (5-0 in favor) to approve the Minutes of the Operations Meeting of June 28, 2017, as presented.

**Correspondence & Announcements** – Mayor Hubbard noted the following:
- Reminder that the next Village Board Meeting is Tuesday, July 25, 2017, 7:30 PM at Village Hall
- Receipt of OCWA Annual Report for the fiscal year ending December 31, 2016
- Glens Falls National Bank letter regarding financial advisors who work on retirement plans
- Receipt of Onondaga Citizens League report "How CNY Works"
- Email from Trustee Dove thanking part-time Police Officer Healy for going above and beyond to "reunite a wallet with was found in the park with its owner". Mayor Hubbard said that was a nice gesture on the part of the Police Department.
- Onondaga County Mayors Meeting Wed., August 2, 2017, Liverpool Village Hall, 6 PM, County-Wide Shared Services Initiative (Mayors and Town Supervisors only)
- NYCOM letter regarding their opposition to the Senate and Assembly "Volunteer Firefighter Enhanced Cancer Disability Benefits" because it mandates rather than authorizes; email from Trustee Dove advising that our SVFD is in full support of this legislation

*** Other Matters That Have Come Before the Board since Posting the Agenda***
- Onondaga County Mayors Association joint meeting with County Executive Mahoney on Wed., July 19, 2017, 6 PM at Liverpool Village Hall (Mayors and Town Supervisors only)
- Receipt of Skaneateles Volunteer Fire Dept. letter relative to Field Days sponsorship levels

- Email from Eloise Luchsinger to CEO Cromp – traffic in alley at 44 E. Genesee Street. Mayor Hubbard said he talked to CEO Cromp who is going to talk to Ms. Luchsinger.
- Mayor Hubbard said there was a good article in the July 9, 2017 Post Standard titled "How the city kept its drinking water clear of silt from a storm."

**Police Department** – Mayor Hubbard noted that the Board is in receipt of the Police monthly report for June that recorded activity as follows: Calls for Service; 191 **Incident Types**: **Criminal**: 2 Larceny; 0 Identity Theft; 1 Forgery; 0 Burglary; 0 Robbery; 1 Criminal Mischief; 3 Domestic; 1Harassment; 0 Sex Offence; **Non-Criminal**: 2 Vehicle Lockout; 699 Property Check; 18 Ambulance Calls; 4 Fire Calls; 6 Alarm; 13 Recovered/Found Property; **Traffic**: 47 Total Traffic Stops; 17 Traffic Tickets Issued; 194 Total Parking Tickets; 74 Courtesy Cards; **Motor Vehicle Accidents**: 12 Property Damage; 0 Personal Injury; **Arrests**: 2 Felonies; 2 Misdemeanors; 1 Violations; 1 DWI. Police Chief Coon said he doesn't have anything else to report even though all is not quiet.

**Director of Municipal Operations (DMO)** – DMO Harty said she has been rather busy so is handing out her report that recorded the following:

**DPW -**

- Currently Daily Activities now include:
  - mowing parks, creekwalk trail, Village facilities and cemetery
  - Cleaning storm sewers & street sweeping
- Cleaning up storm debris and repairing storm damage from July 1st Rainfall event
- Current and Upcoming projects/activities:
  - Replacing signs throughout Clift/Shotwell Parks and Cemetery
  - Completed installation and commissioning of new on-street Parking Meters, working through final training of Police and Village personnel.
  - Completed about 85% of pavement striping of on-street parking, crosswalks, and municipal parking lot.
  - West Lake Street Storm sewer work with Town
  - Gayle Road sewer work

**Electric**

- Working on Fennell Substation - meeting with National Grid on 7/28
- utility pole replacement throughout Village, and planning for rebuild of Day Lane.

**Water-**

- Month of April
  - Produced a total of 15.9 Million Gallons of Water - averaging 530,500 gallons per day
  - No raw water turbidity exceedances
  - All 3 microbial samples in distribution system came back negative
  - Two large water leaks - one on the 4" inch service in the basement of Waterman School on June 10th-12th, the other on the Town Water Main on State Street just north of YMCA on June 28-30
- Water Main Replacement Project
  - GHD working on engineering drawings, details, engineers estimate and updated hydraulic modeling
- Sensus Upgrade - Town and Village attorneys reviewing contracts
- Upgrading Alarm communication system on WTP and WWTP SCADA system

**Sewer -**

- See attached Operator's Report from Brad.
- Lakelawn Sanitary sewer construction has been completed (new Town Sewer district to replace existing sewers to Country Club and other town properties).

**Parkside:**

- Tobin will be on site in the next few weeks working on punch list items.

**Sidewalk Project:**

- Received final survey maps of markings and quantities on 7/10 will be sending out resident notifications in near future.
- Completing final DOT permitting for work on Kane Ave and East and West Genesee and State Streets.

In response to Trustee Stokes-Cawley asking when the sidewalk work will start, DMO Harty said hopefully next week. DMO Harty confirmed for Trustee Dove that there were no issues with water from the storm – the City did a great job. She added that we didn't overflow the ORF. Mayor Hubbard complimented DMO Harty for her efforts on the parking meters. DMO Harty said they seem to be working well and we even get alerts. Within the meters are modems for credit cards and they can send a message. Mayor Hubbard said it is good stuff; technology is scary.

**Codes Enforcement** – CEO Cromp provided the Board with copies of his report that records activity as follows: 0 Sign Permit; 16 Building Permits; 0 Certificates of Occupancy; 0 Demolition Permit; 11 Footer Inspections; 1 Framing Inspections; 0 Insulation Inspections; 4 Final Inspection; 3 Foundation Inspections; 0 Temp. Cert. of Occupancy; 1 Fire Inspection; 0 Certificates of Compliance; 2 Complaints and Investigations; 3 Violation Letters; 5 Meetings with Contractors; new filing system is 85% complete.

**Skaneateles Volunteer Fire Department** – Mayor Hubbard acknowledged receipt of SVFD report for June 2017 that Chief Evans read aloud as follows:

**Calls for the month:**

- 32 Total calls; 2 Structure Fires; 0 Vehicle Fires; 0 Vegetation Fires; 0 Acres Burned; 9 EMS; 0 Rescue; 5 MVA; 1 Extrication; 3 Hazardous Condition; 1 Service Call; 0 Good Intent Call; 7 False Alarm; 4 Cancelled Enroute; 1 Other; 4 Mutual Aid Given; 17 Mutual Aid Received; 10.44 Average Personnel; 1.56 Average Enroute Time; 4.64 Average Onscene Time; 0 Firefighter Injuries; 0 Firefighter Deaths.

**Upcoming trainings:**

- 7/11 – Aerial Operator Class – 19:00 (8 weeks) – sign-up online @ Ongov.net
- 7/17 – Ladders & Superior Facilities Tour – 19:30
- 7/24 – Forcible Entry & SCBA @ Mottville– 19:00
- 7/31 – Water Rescue – 19:00

**Meetings for the month:**

- Labor Day – TBD @ 19:00
- Officers –8/3 @ 19:30
- Truck – 8/13 @ 19:30
- Trustees/Board of Directors – 8/3 @ 19:00

**Other business:**

- Firefighter Jacob Kipp successfully passed his NYS EMT certification examination.
- The "new" rescue from Penfield, NY was placed in-service on July 10th, the former rescue is now available for purchase. Chief Evans clarified that the old rescue doesn't have to be declared surplus because it is the fire corporation's equipment, not the village's. The SVFD will sell or auction the vehicle.
- Unfortunately, the department was not successful in receiving a $3,000 NYS DEC wildfire suppression grant. However; the department was notified yesterday, July 10th, that the Firehouse Subs Public Safety Foundation Board of Directors has awarded the fire department a grant award valued up to $14,319 for the purchase of a 2017 Sea-Doo GTX 300 Limited watercraft for use on

Skaneateles Lake. 1st Assistant Chief Buehler was persistent in his pursuit of these grant funds and his efforts are greatly appreciated.

- Labor Day plans are being finalized. The Grand Parade will be held on Sunday beginning at 2:00 p.m. The 3rd Annual Firefighter 5k Run & Walk will begin at 1:45 p.m. prior to the Grand Parade.
  This year's field days will be held on Saturday September 2nd and Sunday September 3rd. This year's Grand Marshalls will be the State Championship Girls Ice Hockey Team, State Championship Girls Lacrosse Team and an individual State Track & Field Champion.
- Tickets are available for the High Stakes Money Drawing. Thus far, 467 tickets (128 behind this time last year) have been sold and tickets are available from any firefighter or online at www.skaneatelesvfd.com. The July $100 monthly drawing winners were: 236, 281 & 811. Mark your calendars now for the 5thAnnual 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 is nothing to report.

**Status of Renewal of Franchise Agreements** – Mayor Hubbard said there is nothing to report.

**Status of New Seawall Grant / Clift Park Improvements** – DMO Harty reported that the grant work is done and QPK is working on the concept sketches. Mayor Hubbard said he wants to see it done before the sidewalk work.

**Status of Dry Hydrant Project** – DMO Harty said the soil borings are finished and the detail plans are being worked on now along with engineering review. DMO Harty said this item can be removed from the agenda as she will carry it on her DMO Report from now on.

It was noted that the major concrete work for the City is on hold because of high water.

**New Business**

**Police Department Hire** – Mayor Hubbard said we are in receipt of a nice email from Chief Coon who explained that for the first time he is aware of, we only have ten officers as opposed to the usual thirteen. Therefore, Sgt. Wawro has put in quite a bit of overtime. Chief Coon said thirteen has always been a good number, but we let one go, two resigned, and one is out of state looking for full-time employment. In response to Mayor Hubbard, Chief Coon confirmed that he is networking with neighboring departments. He advised that he and Trustee Sennett interviewed and were impressed with Matthew Hare. Trustee Sennett said Mr. Hare lives close by on Franklin Street Road and she liked the way he spoke about his family – he seems like a good individual. **Resolution #2017-132**: On the motion of Trustee Sennett, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to authorize hiring Matthew Hare as a part-time Police Officer at $27.05 per hour, effective immediately.

**Public Comment** – Donna Richards, 3 Highland Street, said she has concerns about the property next door to her at 5 Highland Street as there has been construction for two years now. The whole back and front yards are dug up and she doesn't see any permit posted. The project started as an addition to the house and now there are open ditches which she has pictures of. There has been equipment out in the yard (i.e. dumpster for over a year), ladders up, Goodrich, the contractor, was working out of the owner's house – it has taken two years and a gas line was hit the other day so the gas company was there on the 4th of July.

Ms. Richards said she was told that the Village was involved with the drainage all around the house – it is a total mess. Mayor Hubbard said Ms. Richards did the right thing by coming to the Village Board. We will take this up with Codes Enforcement Officer Cromp and get back to you.

**Approval of Bills** – Relative to Trustee Sennett asking about the Ber National bill that indicates weekly cleaning, DMO Harty said weekly maintenance has improved the pay stations operation. DMO Harty also advised that the GHD bill is for the water main project and shows 50% complete. Mayor Hubbard and Clerk/Treasurer Couch confirmed for Trustee Dove that we have to pay unemployment insurance for Jon Shingledecker even though the Village let him go. DMO Harty reported that the drainage for Village Landing is working good. **Resolution #2017-133:** 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 #3 be audited and paid as follows:

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|---|---|---|---|
| General Fund | Vouchers #3706-3758 | Checks #19977-20029 | $44,417.23 |
| Sewer Fund | Vouchers #841-854 | Checks #5521-5534 | $12,605.55 |
| Electric Fund | Vouchers #966-973 | Checks #6337-6344 | $11,963.36 |
| Water Fund | Vouchers #508-513 | Checks #4241-4246 | $46,862.52 |

**Operations Meeting** – An Operations Meeting was scheduled for Monday, July 17, 2017, 5:30 p.m. at Village Hall to discuss Ms. Richards' concern about her neighbor's property. CEO Cromp and DMO Harty should both plan on attending.

**Executive Session** – **Resolution #2017-134**: On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to move into an Executive Session at 8:12 p.m. for an Attorney/Client Discussion on Potential Litigation. **Resolution #2017-135**: On the motion of Trustee Sennett, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to move out of Executive Session at 9:05 p.m.

**Adjournment** – **Resolution #2017-136**: On the motion of Trustee Sennett, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 9:05 p.m.

Patty Couch

Patty Couch, Vil. Admin./Clerk-Treasurer