VILLAGE BOARD MEETING MINUTES
AUGUST 31, 2017
7:30 P.M.

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

Others:		
	Jason Gabak	Skaneateles PRESS
	David Walker	21 W. Elizabeth Street
	Fred Smith	21 State Street 1st Baptist Church
	Chris & Henry Perkins	13 E. Elizabeth Street
	Julie Dibagio	3819 Highland Ave.
	Al Giannino	80 W. Elizabeth Street
	Miki and Bill Mahood	60 W. Lake Street
	Stu Cook	24 W. Austin Street
	Larry Pardee	67 W. Elizabeth Street
	Beth and Mike Caraccio	89 W. Elizabeth Street
	Bill Buterbaugh	103 E. Genesee Street
	Pat and Chris Mack	90 W. Elizabeth Street
	Amy Rolleri	72 W. Elizabeth Street
	Sasha ?	Skaneateles Historical Society
	Barbara Patrick	Skaneateles Historical Society

Public Hearing on 2017 Sidewalk Project Cost Apportionment – Mayor Hubbard welcomed everyone to the official Village Board Meeting of August 31, 2017. He recognized the first order of business is the Public Hearing on the 2017 Sidewalk Project Cost Apportionment for which a Legal Notice appeared in the Skaneateles PRESS. Before opening the public hearing to the floor, Mayor Hubbard asked DMO Harty to make a presentation on how the sidewalk project evolved to this point. DMO Harty explained that the sidewalk project has been in the works since Fall 2015. The goal of the 2017 program is to help eliminate hazardous, sub-par sidewalks. A Village resident, a licensed engineer, volunteered to inventory and assess all the sidewalks in the Village. That information was used to identify hazardous areas with a goal to replace trip hazards greater than 1". With her 2017 Sidewalk Program on the overhead screen, DMO Harty went through her presentation. She clarified that there will not be cost sharing if the property owner repairs / replaces their sidewalk with their own contractor; the American Disabilities Act is the standard for acceptable sidewalks according to Atty. Pavlus. She also advised that the surveyor mixed up East and West Austin and Elizabeth Streets and some letters were sent in error. DMO Harty said she is in the process of correcting that. She noted that the original FAQ's were revised to include that the Village will be responsible for the cost of repairing sidewalks damaged from street trees. The total amount of the repair cost will be adjusted for street trees when the work is completed. DMO Harty explained that the areas surveyed and the linear distances did not distinguish based on the reason for damage/hazard. **Resolution #2017-152**: On the motion of Trustee Dove, seconded by Trustee Sennett, the Public Hearing was opened to the floor at 7:50 PM. Chris Mack, 90 W. Elizabeth Street, recognized that to put in ADA compliant sidewalks, some tree removal may be required. He asked who would pay for that. DMO Harty said we have not looked at new installations. Stuart Cook, 24 W. Austin Street, said he received a letter, but there are no marks. DMO Harty reiterated that the surveyor mixed up East and West Austin Street. Mr. Cook also asked about a sidewalk that is too high and questioned if it could be ground down. DMO Harty said we will look at it. Mayor Hubbard said we also have a phantom who put green marks on sidewalks. Those green marks were not put on by the Village and we don't know who did it. Mayor Hubbard said he considers it somewhat of a notice. Mr. Cook said he walks around the Village and notices massive areas that are not marked. Mayor Hubbard said the Village has an extensive water main replacement project in the planning stage. Streets included are Hannum, Griffin, North State Street, sections of East Genesee Street, East Lake Street and Road, and Fuller Street. Therefore, those areas are not included in the sidewalk program this year because there is no sense in installing new sidewalks only to have them ripped up for the water main work. DMO Harty said the data was filtered on trip hazards that will be dealt with first. It will be an on-going program. Larry Pardee, 67 W. Elizabeth Street, asked

about the areas with no sidewalks. Mayor Hubbard said this Public Hearing is about 50/50 cost sharing. Mr. Pardee said he wrote a letter a year ago. Al Giannino, 80 W. Elizabeth Street, said Amy Rolleri went door-to-door and got letters signed from residents on W. Elizabeth Street who want sidewalks. He said he has a sidewalk and asked if it is to be included in this year's program. Mr. Giannino complimented DMO Harty on her excellent presentation and said the cost sharing is very generous of the Village. Beth and Mike Caraccio, 89 W. Elizabeth Street, said they really want sidewalks on W. Elizabeth Street. Mrs. Caraccio asked how some of the sidewalks that are on W. Elizabeth Street got to be in such disrepair. It is like a sidewalk to nowhere. Bill Mahood, 60 W. Lake Street, said there are markings on his walks, but he did not receive a letter. DMO Harty said she will check. Miki Mahood also asked why they did not get a letter. DMO Harty reiterated that the surveyor made some mistakes and that she will take a look at it. Bill Mahood asked when the work is supposed to start. Mayor Hubbard said there is a lot of work that is Village only (i.e. Thayer Park, some curb work that is also included in the contract, across the street here, etc.). There is significant work that doesn't include individuals and the contractor will start with that. Mr. Mahood asked if only sections with a lot of cracks will be replaced. DMO Harty said that is a great question. Some residents have asked if all the sections can be replaced. Additional areas immediately adjacent will be considered as logical replacement. Mr. Mahood talked about tree roots and asked if the tree will have to be removed. DMO Harty said we may do an arc to preserve the trunk. Each situation is unique. In response to Trustee Dove, DMO Harty clarified that if a tree that damaged a walk is outside of the Village right-of-way, the cost will not be the responsibility of the Village. Bill Buterbaugh, 103 E. Genesee Street, said his property is in the Historic District and he has slate walk that he wants to keep. He asked: if he has that option; can we have the contractor re-set the slate; what is the time-line. Mayor Hubbard said that's what is so difficult. Tolerance of a trip hazard is 1". The slate would need to be put back within the 1" trip hazard as a minimum. DMO Harty said we'd need something in writing that indicates you'd do the repair yourself. Relative to a timeframe, Mayor Hubbard said we will be doing the work this fall and next spring. DMO Harty repeated that to opt out, we need something in writing. Mr. Mahood asked if the Village can share in the cost if a private contractor does the work. DMO Harty said, no, we can't because of prevailing wage rates. Mrs. Mahood asked if they can work with the Village to have the contractor level the slate. Mayor Hubbard said that question will undoubtedly be coming up. DMO Harty said the contract we have is for the removal of concrete sidewalks and replacement of concrete. We don't have a unit price for slate. Mayor Hubbard said the contract is for a scope of work and that is outside the scope – we would have to have a change order. DMO Harty repeated that we don't have a price for slate – only for the removal and installation of concrete. Mayor Hubbard said he thinks the contractor will want to meet the contractual obligation first. Mr. and Mrs. Mahood and Mr. Buterbaugh said they wouldn't mind waiting. Mr. Cook asked if the $54/linear foot was put out to bid. DMO Harty said yes, it was. Mayor Hubbard added that we received five very competitive bids – we got a very good price. **Resolution #2017-153**: On the motion of Trustee Sennett, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to close the Public Hearing at 8:15 PM. With no expressed opposition, **Resolution #2017-154**: On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to authorize a 50/50 cost apportionment of the 2017 Sidewalk Project, with a three-year payment plan, with an annual interest rate of 2%, no pre-payment plan penalty, with outstanding sidewalk balances for each property to be a property tax lien at April 15, 2021.

Trustee Stokes-Cawley asked about the W. Elizabeth Street letters and sidewalks recognizing that letters where handed to Trustee Sennett tonight. Trustee Sennett said when given an aerial, there is a computer-generated line and they want to know exactly where the sidewalk is going. DMO Harty said we wouldn't have done a design without consensus of the residents. She added that she spoke to someone today who said she did not want sidewalks. Mayor Hubbard asked for a map marked with residents who want walks. Jorge suggested that residents could ask the contractor to install the walks. Mayor Hubbard said we got the same price with the alternate bid. In response to Jorge Batlle, DMO Harty said someone could ask to participate in this year's program. She said she will review the letters.

Minutes – Resolution #2017-155: 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 August 10, 2017, as presented.

Correspondence & Announcements –Mayor Hubbard reviewed the following:
- Receipt of Glens Falls National Bank LOSAP Statement for July, 2017
- Receipt of Treasurer's Reports for July, 2017
- Receipt of note from Anne Buehler relative to notification procedure for Planning Bd., ZBA, and HLPC
- Receipt of subsequent email from Clerk to the Boards Dundon explaining the new notification procedure to be instituted going forward
- Receipt of several emails relative to the path from Prentiss Dr. to W. Lake Street
- Receipt of Skaneateles Historical Society letter requesting to be able to serve wine and beer at the Creamery. Mayor Hubbard said that Skaneateles Historical Society President Dave Miller was in on Monday. Trustee Stokes-Cawley asked if the Historical Society has its own insurance or can we ask for insurance. Sasha, the new Director of the Skaneateles Historical Society said they have a liability policy. Trustee Dove asked if they'd be selling or giving beer and wine away, noting that's what the difference is in her mind. She said we'd need something from the insurance company for this one-time event. If they were to want to do so again, they'd have to come back to the Village Board. Barbara Patrick explained that this year is the 25th anniversary of the restoration of the Creamery Museum. We want to do this for the membership as we are very proud of the building and all the hard work. We want to show what we have accomplished. Trustee Stokes-Cawley said she is concerned about setting a precedent, but this is a private event and not open to the public so she sees this differently. Trustee Eriksen said his overriding concern is insurance. We'd need to have assurance that we aren't liable. He said it is a beautiful building and the Historical Society is great, but we can't take even a small risk. Sasha said they have a local insurance agent who they'd work with. Mayor Hubbard commented that where there is a will, there is probably a way, but the Historical Society needs to find out for sure with certainty about coverage and their cost. The Village Board meets again on Thursday, September 14, so the Historical Society should advise us by Tuesday, September 12 so that Atty. Pavlus has enough time to review it prior to the meeting. Sasha said they would not be selling alcohol, but asked Trustee Dove what she meant about a difference in selling or giving away beer and wine. Trustee Dove responded that the big difference is in their cost. Mayor Hubbard and Trustee Eriksen agreed that selling alcohol would be in another realm.

*** Other Matters That Have Come Before the Board since Posting the Agenda***
- Receipt of memo from County of Onondaga Dept. of Personnel regarding Civil Service Reclassifcation of Laborer title to Laborer I. Clerk/Treasurer Couch said other than changing the titles in our payroll program, the Village doesn't have to do anything.
- Onondaga County Mayors Association Dinner Cruise Summer Outing re-scheduled to Wednesday, September 20, 2017, RSVP by September 13 to deputyclerk@villageofskaneateles.com. With the cruise being later in the season, departure time was discussed. Mayor Hubbard said he is sure Clerk/Treasurer Couch will advise everyone as to the time. (*Note: the following day an email was received from the Onondaga County Mayors Association advising that attendees should arrive at least 15 minutes earlier than the 5:00 departure.*)

Director of Municipal Operations (DMO) – DMO Harty said the DPW is busy with sewers – box culvert sections on Gayle Road that are collapsing, a storm sewer collapse behind F. Oliver's, and our "favorite" brush pick up season is coming up. She referenced the memo she sent to the Board this afternoon about leaf pick up equipment procurement and noted some of the features of the equipment she'd like the Board to authorize purchasing. The 15-1 compaction ratio will provide for a significant reduction in trips to the transfer station and the equipment will make a huge difference in providing the DPW the tools they need to provide the best and most efficient services to Village residents. The equipment will not change the need to keep leaves and brush separated, so notices are going out on bright yellow paper with the utility bills to educate residents. Notice is also posted on the Village website to ensure all residents are aware of this requirement as comingled debris will not be picked up by the DPW. Trustee Dove asked if the DPW crew has been involved with the decision. DMO Harty said that they have – the difference this time is the piece of equipment and not strict adherence to separation of brush

and leaves before. DMO Harty said the difference between this equipment and the old leaf vacuum and street sweeper is a larger size motor and suction hose that would increase the vacuum suction and reliability and reduce the frequency of clogs. The impellers are designed to shred leaves and chop up smaller twigs, therefore compacting the leaf pile and potentially decreasing the number of trips to leaf disposal sites. Another difference is in the past there wasn't a strict adherence to separation of brush and leaves. In response to Trustee Dove, DMO Harty said they will leave a door hanger or something to notify residents that their brush and leaves were not picked up because they weren't separate. Trustee Eriksen suggested that the notice also be included with utility bills that go out at the end of September. Trustee Sennett recalled a huge issue with brush / leaf pick up when she was on the Board in 2011. She said this is not a new problem. DMO Harty confirmed that brush pick up is scheduled for September 25 through October 16 and will be with the dump truck. Brush pick up is not the problem. Mayor Hubbard asked Atty. Pavlus if responses from five dealers with eight options meets our procurement policy. Atty. Pavlus said he is comfortable as it does comply with the procurement policy. DMO Harty said she talked to both the low bidders – Peirce Eagles and American Road Machinery. She said Peirce Eagle is $4,000 less, has a better warranty, a bigger suction hose, and is committed to delivery. Mayor Hubbard suggested confirmation of the delivery date in writing because it is imperative to have the equipment by October 1. Trustee Dove asked if this equipment is in the budget. Mayor Hubbard said new equipment is budgeted; DMO Harty said the DPW equipment budget. **Resolution #2017-156**: On the motion of Trustee Sennett, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to authorize purchase of Peirce Eagle's Monster Power TM 14–85 JD Leaf Collector, based on the number of responses to the Request for Quotes and the work DMO Harty did, at a total cost not to exceed $44,707 provided that we receive written confirmation of delivery by October 1, 2017.

Status of NYSERDA Grant – Mayor Hubbard said there is nothing new to report.

Status of Franchise Renewals – Mayor Hubbard said there is nothing new to report.

Status of New Seawall Grant / Clift Park Improvements – Mayor Hubbard said there is nothing new to report. All three of these Old Business items will remain on the Agenda.

Trustee Dove said there have been some rumors and asked if there is anything new with the creek walk. Trustee Eriksen recalled that the Village and SMTC talked about a report, not a creek walk. He hasn't heard from SMTC, but the end product will include potential options for the Fennell Street corridor. It will just be a report that we can use, not use, do with what we want. In response to Trustee Dove, Atty. Pavlus confirmed that the Town can't make a "deal" with the City of Syracuse relative to land within the Village. Mayor Hubbard said let's not chase rumors.

NEW BUSINESS

Designate Accredited Delegate – Resolution #2017-157: On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to designate DMO Harty as the accredited delegate at the MEUA 87th Annual Conference, September 19-22, 2017, in Saratoga Springs. In response to Trustee Stokes-Cawley, DMO Harty confirmed that Municipal Board President McQuaid is going to attend the main day of the MEUA Annual Meeting and the voucher for her room is included in tonight's bills.

2nd Meeting in November – Given that the second meeting in November falls on Thanksgiving, **Resolution #2017-158**: On the motion of Trustee Dove, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to authorize re-scheduling the second meeting in November to Tuesday, November 21, 2017.

Public Comment – Trustee Dove reminded everyone to support the firemen this Labor Day weekend and encouraged buying a raffle ticket.

Approval of Bills – Resolution #2017-159: On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) that bills, excluding vouchers 3862 (for the Onondaga County Mayors Assn. Summer Outing that was cancelled) & 3874 (for Pirro Ford extended warranty that the Trustees would like to review with Chief Coon) from Abstract #6 be audited and paid as follows:

Abstract #6	General Fund	Vouchers #3861-3905	Checks #20133-20177	$ 13,068.22
	Sewer Fund	Vouchers #882-891	Checks #5562-5571	$ 4,658.58
	Electric Fund	Vouchers #1005-1021	Checks #6376-6392	$102,456.06
	Water Fund	Vouchers #531-537	Checks #4264-4270	$ 2,980.58

Adjournment – Resolution #2017-160: On the motion of Trustee Eriksen, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 9:02 p.m.

Patty Couch

Patty Couch, Village Admin./Clerk-Treasurer