

**VILLAGE BOARD MEETING MINUTES
NOVEMBER 9, 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
Paula Conan Skaneateles Library
Kristie Clancy 42 Onondaga Street
Jay Seiler 175 East Genesee Street
Gregory Adams Skaneateles Police

Minutes – Resolution #2017-197: On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to approve the Minutes of the Regular Meeting of October 26, 2017, and the Minutes of the November 2, 2017 Work Session with members of the Planning Board, as presented.

Correspondence & Announcements – Mayor Hubbard noted the following:

- Receipt of Treasurer’s Reports for October 31, 2017
- Receipt of letter from Dale Arnold relative to Consensus
- Reminder that the next Village Board Meeting is Tuesday, November 21, 2017, 7:30 PM at Village Hall

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

Police Department – Police Chief Coon verified that the Board is in receipt of the Police monthly report for October that recorded activity as follows: 208 Calls for Service; **Incident Types: Criminal:** 3 Larceny; 0 Identity Theft; 0 Forgery; 0 Burglary; 0 Robbery; 3 Criminal Mischief; 1 Domestic; 0 Harassment; 0 Sex Offence; **Non-Criminal:** 5 Vehicle Lockout; 1022 Property Check; 23 Ambulance Calls; 4 Fire Calls; 3 Alarm; 4 Recovered/Found Property; **Traffic:** 47 Total Traffic Stops; 25 Traffic Tickets Issued; 82 Total Parking Tickets; 238 Courtesy Cards; **Motor Vehicle Accidents:** 6 Property Damage; 1 Personal Injury; **Arrests:** 6 Felonies; 6 Misdemeanors; 0 Violations; 0 DWI.

Police Chief Coon handed flyers to the Mayor and Trustees. The Onondaga County Traffic Safety Advisory Board has invited the Village of Skaneateles to participate in the 34th Annual Donald H. Barrett Lights on Caravan, Saturday, November 18, 2017 at 10:00 a.m. They would like the Caravan to end in Skaneateles. SVFD Chief Evans has been contacted, and the SVFD will be supplying a luncheon for the Caravan of 100-200 people.

Trustee Sennett thanked the new police officer, Gregory Adams, for taking the child safety seat course, and thinks it will be great to have someone trained and certified on this.

Director of Municipal Operations (DMO) – DMO Harty read aloud her report that was emailed to the Village Board this afternoon.

DPW -

- Leaf pickup will be continuing as weather permits
- Cleaning up and winterizing parks and cemetery
- Continuing snow removal equipment preparation, including repairs to salt shed and delivery of salt
- Assisting with maintenance at WWTP
- Attended Petroleum Bulk Storage Compliance Workshop
- Meeting with Whitegate HOA to discuss final cleanout of storm water basin and required maintenance. HOA will be working with developer as part of the transition/dedication of infrastructure to Village

- Street Paving
 - West Elizabeth from Jordan to Leitch Ave (Village Funded)
 - Wicklow and Whitegate (developer funded)
 - Misc. pavement patching

Electric

- Substation Project - Installation of 6" conduits, meetings with National Grid on pole locations
- Installed (6) new LED street lights on Griffin Street, Pole 2A in municipal lot, and 121 West Lake Road
- Replace/upgraded service & meter at 42 East Street
- Replaced Pole 2A in Municipal Lot
- Installed new service at 72 West Lake Street
- Completed Annual Report and Audit of Electric Fund with BST, implemented new system for work order data entry/bookkeeping, developing new work order form and electric inventory system

Water-

- Month of October
 - Produced a total of 15.73 Million Gallons of Water - averaging 524,200 gallons per day
 - No raw water turbidity exceedances
 - All 3 microbial samples in distribution system came back negative
 - Completed Lead and Copper sampling
- Water Main Replacement Project
 - Received and reviewing engineering cost estimate
 - Preparing plans for DOH/DOT submission
- Sensus Upgrade - working through contract/proposal details
- Blue Green Algae Study - no update
- Cyber-Security Assessment - no update

Sewer -

- See attached Operator's Report from Brad.
- Wet weather event on 10/30 resulted in permitted ORF discharge - working on proposal from Sewer Specialty Services for cleaning, televising and sealing sanitary sewers including interceptor, WWTP main inlet, and Jordan/Fennell Street lines - areas of suspected Inflow/Infiltration

Parkside:

- Meeting on-site with Cori Knupp (Trason) and Tobin on 10/24. Some punch list items have been completed. Cost estimate will be prepared for those items and cost will be deducted and paid to Village for the completion of that work. Some items will remain responsibility of developer.
- Work to be completed by Developer
 - Final clean up and repairs to outlet structure on drainage pond on Packwood.
 - Certification of storm water ponds by Dunn & Sgromo
 - Preparation of O&M manuals for ponds by Dunn & Sgromo
- Work to be completed by Village includes:
 - Replacement of section of sidewalk on Packwood to eliminate water ponding on sidewalks
 - Brush hog swale at end of Sinclair to confirm existing grade, dredge as necessary to restore drainage, final seeding to restore vegetative cover

Sidewalk Project:

- Contractor is finished for the Fall 2017 season. Will come back in Spring of 2018 to finish remainder of work
- Completed approximately 65-70% of contract work including the following:
 - State Street from Genesee Street to Elizabeth (balance to be completed after water main project)
 - Jordan Street from Genesee Street to Elizabeth (balance to be completed in Spring)

- Fennell Street from Jordan to Austin Street
- Leitch Ave less a small section on the north west end to be completed in the Spring
- Entrances to Municipal Lots - State St., Key Bank, and Byrne Dairy
- ADA curb drop rebuild at Jordan & Fennell

Codes Enforcement – Mayor Hubbard said CEO Crompton provided the Board with copies of his report that records activity as follows: 0 Sign Permit; 15 Building Permits; 1 Certificate of Occupancy; 0 Demolition Permit; 2 Footer Inspections; 5 Framing Inspections; 2 Insulation Inspections; 5 Final Inspections; 6 Foundation Inspection; 1 Air Seal Inspection; 0 Temp. Cert. of Occupancy; 3 Fire Inspections; 0 Fire Calls; 0 Certificate of Compliance; 0 Complaint Investigations; 1 Bed/Breakfast Inspections; 7 Meetings with Contractors/Applicants; 3 Meetings with Architects; 8 Meetings with Residents; 0 Fire Code Violation.

Skaneateles Volunteer Fire Department – Chief Evans read aloud his SVFD report for October 2017 as follows:

Calls for the month:

- Total calls 37; 4 Structure Fires; 0 Vehicle Fires; 0 Vegetation Fires; 0 Acres Burned; 7 EMS; 2 Rescue; 3 MVA; 0 Extrication; 5 Hazardous Condition; 4 Service Call; 1 Good Intent Calls; 8 False Alarm; 3 Cancelled Enroute; 0 Other; 9 Mutual Aid Given; 12 Mutual Aid Received; 12.30 Average Personnel; 1.25 Average Enroute Time; 5.19 Average Onscene Time; 0 Firefighter Injuries; 0 Firefighter Deaths. 4 Meetings; 6 Drills; 0 Training; 1 Miscellaneous; 1 Stand-by.

Upcoming trainings: 11/13 – EMS Skills & Small Tools – 19:30; 11/20 – OSHA & Workplace Violence/Harassment – 19:30; 11/27 – Bail-out (make-up) – 19:30

Meetings for the month: Officers – 11/30 @ 19:30; Truck – TBD; Trustees/Board of Directors – 11/30 @ 19:00

Other business: The department has accepted a new member into the department, Paul Mead. He is a veteran firefighter/EMT and has transferred to Skaneateles from a department in Pennsylvania. The membership has voted and approved to host Labor Day (September 1 & 2, 2018) at the Austin Park Pavilion and the High Stakes Raffle & Casino Night (September 22, 2018) at Skaneateles Station #1.

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

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

Status of New Seawall Grant / Clift Park Improvements – DMO Harty said there is nothing new to report.

Status of Transfer of Austin Park to the Town – Mayor Hubbard reminded the Board that the Public Hearing is scheduled for Thursday, December 14, 2017, 7:30 PM at Village Hall.

Continuance of Discussion on Local Law #2 of 2017 – Trustee Eriksen said, based on the discussion at the November 2, 2017 work session, Local Law #2 of 2017 needs to be talked about more. Trustee Stokes-Cawley said that the wording of Local Law #2 of 2017 could be neater and cleaner. Attorney Pavlus suggested withdrawing Local Law #2 because the Public Hearing has been closed. **Resolution #2017-198:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5 -0 in favor) to withdraw Local Law #2 of 2017.

Status of Lease Agreement with the Skaneateles Library – Paula Conan thanked Village Attorney Pavlus for the helpful discussions had on the lease agreement. Mayor Hubbard and all Trustees have received copies of the changes to the lease. There is a provision within the lease which allows either party

to cancel the lease with 180 days' notice. Trustee Stokes-Cawley questioned the difference in square footage allowed for the Farmer's Market (2,000) versus Dickens (1,000). Trustee Dove said that Dickens may want to use the same square footage as the Farmer's Market. Paula mentioned that members from Dickens were at the previous meeting, and they agreed on the amount of 1,000 square feet. Trustee Sennett suggested that Paula submit in writing that the Library will work with the Chamber and Dickens to assure that the 1000 square feet is adequate. Paula said that everyone needs to gain experience to see what amount of square footage will be sufficient for everyone, and she will send a letter stating that the Library will work with Dickens to ensure they are provided with a sufficient amount of space. This letter could be attached to the lease agreement by Village Attorney Pavlus. Village Attorney Pavlus recommended approving the lease with authorization for 1,000-2,000 square feet for Dickens. Paula will check with Jim Greene Regarding the square footage they require. **Resolution #2017-199:** On the motion of Trustee Dove, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to approve Mayor Hubbard to sign the lease agreement with the Skaneateles Library.

New Business

2018 Health Insurance – Mayor Hubbard said the Village's health insurance plan will increase by 9.1% for the SimplyBlue Plus Platinum 2 and 8.2% for the SimplyBlue Plus Gold 6. **Resolution #2017-200:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to authorize the Excellus SimplyBlue Plus Platinum 2 and SimplyBlue Plus Gold 6 Health Insurance Plans for 2018.

Parkside Subdivision Snow Plowing – Village Attorney Pavlus said that the streets in Parkside are not yet dedicated to the Village. The Village will need written authorization and an additional insurance certificate from the developer to plow the streets. The period of this agreement is from November 1, 2017 to November 1, 2018.

Consider Scheduling Public Hearing for Local Law #3 of 2017– Trustee Sennett would like more time to review Local Law #3 of 2017. **Resolution #2017-201:** On the motion of Trustee Sennett, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to table the scheduling of a public hearing on Local Law #3 of 2017 – Elimination of Critical Impact by Village Board for Thursday, December 14, 2017 at 8:00 PM.

Public Comment – No public comment.

Approval of Bills – **Resolution #2017-202:** On the motion of Trustee Dove, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #11 be audited and paid as follows:

General Fund	Vouchers #4070-4086 #4088-4116	Checks #20341-20386	\$266,750.17
Sewer Fund	Vouchers #940-955	Checks #5620-5635	\$60,259.00
Electric Fund	Vouchers #1070-1082	Checks #6441-6453	\$16,137.42
Water Fund	Vouchers #565-570	Checks #4298-4303	\$1,704.94

Adjournment – **Resolution #2017-203:** 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 8:06 p.m.

Kierstin Karlik
Kierstin Karlik, Deputy Clerk-Treasurer