

**Village of Skaneateles**  
**Cemetery Board of Lake View Cemetery**  
**Regular Meeting – April 17, 2018**

Present: Roben Shappell, Deputy Chair  
Mary Marshall, Commissioner  
Pete Buehler, Commissioner  
Susan Murphy, Commissioner  
Jorge Batlle, Cemetery Administrator  
Sue Dove, Trustee  
Chris Kozub, Vernacular Architectural, PLLC

Deputy Chair Shappell called the meeting to order at 9:04 am.

**Pursuit of Grant – Chapel & Vault** – Architect Chris Kozub attended the meeting to update everyone on the status of the grant. Mr. Kozub said that he has been pulling together specifications for the repairs and should have a package pulled together within a week. Mr. Kozub explained that the next steps after distributing the plans to everyone will be to advertise for bids for the work to be done. He also suggested having a pre-bid conference to allow interested contractors to ask questions and gather more information about the project. Mr. Kozub explained some of the work that needs to be done. He said that there is quite a bit of repointing and corner joints that need to be fixed. He made a suggestion to include cleaning the building in the contract as well. Mr. Kozub explained how the gutters help with drainage and keeping water away from the basement of the chapel, but they are causing ice dams in the winter time. He said that melting the ice and snow off of the roof in the winter time will help reduce the damage caused by the ice dams. Mr. Kozub said he examined the roof and said that it is in good shape. Comm. Buehler asked how long ago the roof was replaced. Deputy Chair Shappell replied that the roof was replaced about 7 or 8 years ago. Trustee Dove said the roof shouldn't need to be replaced for about 10-12 more years. She asked if there seemed to be any ice damage from this year. Mr. Kozub said he was not sure because is unaware of any previous damage that has been done. Mr. Kozub said he should have a full package to the board within a week then he will type up the ad for the bid. He said that the package will be sent to the board first and then to Senator DeFrancisco's office for the grant application.

**Upkeep – Tipped or Fallen Stones – Status of Quote to Repair & Reserve Account** – Deputy Chair Shappell said since Chairman Gray is not present, this can be moved to the next meeting.

**Cemetery Administrator** – Mr. Batlle said there is nothing to add.

**Budget – Equipment to be Purchased FYE 2018 and FYE 2019** – Deputy Chair Shappell said she has not heard anything from Chairman Gray and said this can be discussed at the next meeting.

**Trees Along West Lake Garden Apartment's Parking Lot** – Deputy Chair Shappell shared that the quote from Dart Tree Service was lower than the quote from Bartlett to remove the trees. Mr. Batlle asked if the quote included stump grinding. Deputy Chair said that she was unsure but

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said she would ask DMO Harty. Comm. Buehler mentioned that he had talked with Chairman Gray about what could be done to replace the trees. Deputy Chair Shappell said that we will have to find out how much the stump grinding is, then we will know how much is left to spend on replacing the trees. **On the motion of Comm. Buehler, seconded by Comm. Marshall, the Board approved paying Dart Tree Services \$2800.00 to remove the two trees along the West Lake Garden Apartment's parking lot, upon the unanimous vote of the members present in favor of the motion, it was carried 4-0.**

**Damaged Stones from Accident – Status of Quote** – Deputy Chair Shappell shared with everyone the pictures she took to show the damage to the cemetery. She said that the original quote from Barnett showed only 2 damaged headstones but she said it appears to be more than that. She said there should be a new quote that includes all of the damaged headstones.

**A Village Minute** – Trustee Dove shared that the public hearing on Mirbeau, the lodging portion including 3 buildings and 21 rooms, is still open. She said the Village Board voted yes to Mirbeau's Open Space project, which includes 5 houses and a retention pond along Fuller Street. She mentioned that there is a public hearing on May 10<sup>th</sup> on a local law that will restrict anyone from operating a restaurant beyond First National Gifts all the way the East end of the D district, and it will include both sides of East Genesee Street. Trustee Dove said there will also be a public hearing on the changes in the criteria for a demolition permit. Mr. Battle asked if the Village Historian would be consulted, and Trustee Dove replied yes, but it is not written in the law. She informed everyone that the budget for the general fund for FYE 2019 has been approved. She also mentioned the City of Syracuse project that will be taking place in Clift Park this summer to redo the water intake lines.

**Other Business** – Mr. Battle asked if there was any damage from the large white pine that fell in section 7, and Deputy Chair Shappell replied that there was no significant damage done to any of the headstones.

**Next Meeting** – Scheduled for May 15, 2018 at 9:04 am.

**On the motion of Deputy Chair Shappell, seconded by Comm. Marshall, this meeting was adjourned at 9:43 am.**

Respectfully Submitted,

*Kierstin Karlik*

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Deputy Clerk-Treasurer