

VILLAGE OF SKANEATELES
MUNICIPAL BOARD
MINUTES OF REGULAR MEETING – March 22, 2018

Present: Chairman McQuaid, Commissioners Blackler and Elliott, DMO Harty, Trustee Stokes-Cawley.

Excused: Commissioners Palmer and Rhoads

Chairman McQuaid called the meeting to order at 6:02 pm. She would like to start each meeting with a safety message or public service message. Tonight's was a recap of the utility bill message dealing with proper flushable waste disposal. Grease disposal can be a particular problem.

ADMINISTRATION

Minutes. Upon motion of Comm. Elliott, seconded by Comm. Blackler, the minutes from February 15, 2018 were approved as corrected.

Project Prioritization, Planning & Scheduling. DMO Harty said that the Village Board wishes to have the MB's recommendation on the water and sewer budgets. These will have to incorporate the planned water main replacement project, the ultimate algae treatment program that the Village chooses and should also carry over funding for the engineering study of the WWTP.

Staffing. The Village brought in both DDMO candidates for in-person interviews. DMO Harty believes that Candidate "A" represents a better fit for the position and for the Village. Ch. McQuaid characterized her as "unstoppable". Chairman McQuaid makes her recommendation based on four criteria: Experience; personality; potential for growth; and, leadership ability. DMO Harty said that Comm. Rhoads concurs and that compensation had been budgeted at what she believes is an attractive level. She pointed to the Village's benefits (state pension, health insurance with very low employee contribution and co-pays, and generous paid time off. **On motion of Ch. McQuaid, seconded by Comm. Elliott, the Board endorses the Candidate "A" recommendation of DMO Harty, Ch. McQuaid and Comm. Rhoads on a vote of 3 – 0.**

Budget recommendations for water fund. DMO Harty presented draft projected revenues and expenses and recapped several of the line items and the recommended budget treatment.

- Engineering costs are reduced in magnitude since the Village doesn't envision doing another major study like blue-green algae treatment options.
- Chief Operator funding is redeployed to become the Deputy DMO position. This will be approximately a \$7K uplift. Salary and benefits will be apportioned between water and sewer. Chairman McQuaid suggests that time be tracked so an accurate allocation is possible.
- Will forgo building improvement dollars for next year, since ultimate algae treatment plan will need some work done.
- Health insurance expenses increased due to a reclassification of retired staff
- Draft budget assumes \$3MM/30 year/3% financing for water main replacement project
- Village anticipates seeking grant funding as an offset
- Draft budget shows deficit of \$275K, but current year is doing much better than projected
- GHD will assist with revised water rate levels and rate structure recommendations
- Village will have to budget debt service and fiscal advisors for the water project.
- Board can recommend a deficit budget, if appropriate, with corresponding appropriated fund balance.
- DMO Harty recapped the bonding process and timeframes for the Board.
- The Municipal Board should oversee the adequacy of the financial accounting process, and review of any change orders affecting project scope.

Budget recommendations for sewer fund.

- Salary and benefits reflect 50% of DDMO position
- Health insurance expenses increased due to a reclassification of retired staff and the fact that a former operator was on Medicare.
- Fund will finish this year with a surplus
- Anticipate two I&I fees coming in to supplement the budget (Mexican restaurant and Mirbeau Gateway). DMO Harty suggested that the Board think of it as money, provided by new development projects, to go out into the system and fix leaks, so you create the capacity needed by new project.

Discussion of Electric Fund projections.

- Electric fund balances are holding pretty level
- Estimating \$100K reimbursement from Parkside subdivision for electric infrastructure
- Lineman recruitment on hold in order to settle on the management plan

Water Main Replacement Project. With regard to necessary approvals, DOH has signed off and there is a DOT meeting coming up. DMO Harty said that the Project will come back to Board for review in April/May. Town may look at water district for Tallcott Water Line. Comm. Blackler asked when the water main capital project might start. DMO Harty projected late summer.

Draft deadline for report from GHD evaluating treatment alternatives for blue-green algae is April 13.

Electric Utility Operational Projects.

- **Storm Assessment.** No comment at the meeting.
- **Substation.** No comment at the meeting.
- **AMR Deployment.** No comment at the meeting.
- **LED Street Lighting.** No comment at the meeting.

Additional Topics. The City of Syracuse is planning construction to rebuild chemical feed lines to the intakes. These are routed through and will involve considerable work to be done in Clift Park this summer, including rebuilding the manholes in the park. DMO hopeful of minimizing impacts on both scheduled events and casual enjoyment.

Meeting Dates. Facing some tentative attendance difficulties, the Board will consider alternate dates for the April meeting. DMO Harty will survey the Board.

On motion of Ch. McQuaid, seconded by Comm. Blackler meeting was unanimously adjourned at 7:01 pm.

Respectfully submitted,

Dennis Dundon, Clerk to the Boards