

VILLAGE BOARD OPERATIONS MEETING MINUTES
JULY 19, 2018
VILLAGE HALL
5:30 P.M.

PRESENT: Mayor Hubbard, Trustees Dove, Eriksen, Sennett, and Stokes-Cawley, CEO Crompt, Village Atty. Pavlus

OTHERS: QPK Architect Brace, David Lee

Building Modifications– QPK Architect Connie Brace gave a brief history of the current Village Hall facility, noting that when it was done five years ago, the Village didn't know what it would do with the apparatus bays or the building out back ("annex building"). QPK was asked to develop a concept for office expansion into the apparatus bays when it became apparent that: Codes/Zoning & Planning needed more space; all departments are lacking sufficient storage space; an additional meeting space is needed; and the idea of a new space for DMO Hartly and Assistant DMO Robinson in the main Village Hall. Architect Brace said that while the studies and meetings were useful, providing duplicative meeting space with the Police Department in the middle proved troublesome with issues of circulation, privacy, fire arms storage, etc. Therefore, the Village decided to abandon the proposed office expansion into the apparatus bays and study renovation options for the existing annex building instead. She noted that the cost of renovating the bays would be more expensive, although QPK has not yet done a per square foot cost for either the bays or the annex building. In response to Mayor Hubbard, Architect Brace said they could develop a cost for each at some point in the future. In response to Trustee Dove recalling discussion about connecting the building with an addition, Architect Brace said problems with that idea include the geo thermal and creating another barrier for the Police. Relative to the annex building, Dave Lee said the building almost burned down once. He said he is not sure what the building was initially built for, but knows it was used at one time for lumber storage. He said it is a structurally sound building, but areas where it connects to the ground should be investigated. Mayor Hubbard said he thinks Dave would be the right guy to assist QPK with assessing the building if we decide to move in that direction. Architect Brace said QPK can look at a couple of concepts for the annex building – a minimalist approach to renovations and gutting the building. She estimated it would take a month or so. Architect Brace noted that QPK did not expend all fees on the 1st study, so took the differential. She added that she thinks they can get cost estimates for both the apparatus bays and the annex building within the quotes. The Board discussed addressing the proposal tonight or at the Village Board Meeting of July 26, 2018. Trustee Dove expressed concern about transparency; Trustees Eriksen and Sennett said they think moving forward tonight with the proposal will avoid confusion. The public presentation will be less confusing when more concrete ideas can be presented. Architect Brace noted that site development will also be a part of the annex building study, as well as an option for allocation of two garage bays for police vehicle parking, meter room, and miscellaneous storage as an alternative to current garage uses in the annex building. **Resolution #2018-130:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to approve the QPK Skaneateles Village Hall Program Study 218133.00 Change Order for Annex Study 218133.01 of July 19, 2018 at an additional cost of \$4,200 from what was originally allocated for QPK.

Alibrandi Proposal – Discussion focused on the idea of immediately offering Codes/Zoning & Planning additional space by cutting into the Police Department's unused locker rooms. The lockers would be removed and re-purposed elsewhere, and CEO Crompt would move his desk into the new space with a table for spreading out plans and meeting with people. Architect Brace said if Codes/Zoning & Planning eventually moves to the annex building, this new space would become additional storage for the Clerk and there'd be another meeting room. Mayor Hubbard said he and Clerk/Treasurer Couch visited the area and Clerk/Treasurer Couch suggested using the current flooring (like the current flooring in the vault), instead of new carpeting. Trustee Dove expressed concern about the cost and questioned if Chief Coon was

consulted. Mayor Hubbard and Trustee Sennett assured Trustee Dove that Police Coon is okay with this expansion as he understands that Codes needs more space that the under-utilized locker rooms would provide. It was noted that the Police continued to use the locker rooms and showers in the annex building. Trustee Sennett said the Police have already cleaned out the locker rooms that were only being used for storage. **Resolution #2018-131:** On the motion of Trustee Sennett, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to authorize James and Son Construction Co., Inc. to enlarge the existing Planning/Zoning Room into the Skaneateles Police Department at a lump sum amount of \$14,825.00.

Skaneateles Lake Association (SLA) – The Board discussed the letter written by the City of Syracuse, addressed to SLA President Torrissi. Mayor Hubbard said the City wanted the letter to go out this past Tuesday, signed by the Village, Town and City. The Town Board had a regular meeting this past Monday and were able to address the letter, but the Village wasn't meeting until now, so couldn't consider the letter to meet the City's desired timeline. Mayor Hubbard said Supervisor Aaron's email of Tuesday, July 17, 2018 advised, "Town Board is in full support of the letter as drafted by the City of Syracuse." Trustee Dove advised that she attended the Town Board Meeting, but the letter was discussed in Executive Session so she was not privy to the discussion. Trustees Sennett and Eriksen agreed that they are not sure what the Skaneateles Lake Association (SLA) wants us to do and how we'd benefit. Trustee Sennett said it is problematic for us. The Board talked about the filtration waiver and Atty. Pavlus recognized that the City doesn't want to do anything to jeopardize the waiver, and neither does the Village. Atty. Pavlus said if the City doesn't want to sign on to the SLA's proposal to establish the Skaneateles Lake Watershed Management Council, a new local development corporation (LDC), he doesn't see how it could happen. Mayor Hubbard said a council is not an option. The City wants a united front and that's why they want three signatures. Atty. Pavlus said he is comfortable with the Village Board signing the letter – it closes the door. **Resolution #2018-132:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Hubbard's execution of the July 20, 2018 letter to SLA President Torrissi. Mayor Hubbard said he will be available to sign the letter tomorrow. Trustee Sennett said she will contact SLA President Torrissi a few days after the letter goes out.

Adjournment – **Resolution #2018-133:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to adjourn the Operations Meeting adjourned at 7:11 PM.


Patty Couch, Village Admin./Clerk-Treasurer