

**VILLAGE BOARD MEETING MINUTES
OCTOBER 9, 2018, 2018
7:00 P.M.**

PRESENT: Mayor Hubbard, Trustees Dove, Eriksen, Sennett and Stokes-Cawley, DMO Harty, Police Chief Coon, SVFD Assistant Chief Buehler, Village Attorney Pavlus

Others: Jason Gabak Skaneateles PRESS

Minutes – Resolution #2018-177: On the motion of Trustee Sennett, seconded by Trustee Dove, it was resolved and unanimously carried (4-0 in favor with Trustee Eriksen abstaining as he was not at the meeting) to approve the Minutes of the Regular Meeting of September 24, 2018, as presented.

Correspondence & Announcements – Mayor Hubbard noted the following:

- Receipt of letter from Whitegate Homeowners' Association
 - Consider draft reply. In response to Trustee Dove, Chief Coon confirmed that he called the State Police and asked them to feel free to put up radar. Trustee Sennett said she noted that the portable speed sign is also back up. It was suggested that that could be added to the letter.
 - Receipt of email from Beth McBride
 - Consider draft reply. Mayor Hubbard noted that DMO Harty sent an email explaining that the pole is included in the normal replacement cycle and within the time. DMO Harty said we will do what we can. The letter will go out as drafted.
 - Letter from Mayor Hubbard to NYSDOT Commissioner Kara, Regional Director Smith, and Region 3's Anthony Amodie relative to Route 20. Mayor Hubbard said he requested that they consider re-building Route 20 given that there has been 65 years of use.
 - Letter from Mayor Hubbard to NYSDOT's Elizabeth Parmley relative to Deputy DMO Robinson's email of August 29, 2018 relative to signage.
 - Receipt of email with attached letter from Skaneateles Presbyterian Church's Rev. Dr. Craig Lindsey. Mayor Hubbard said undoubtedly there will be more information about Rev. Dr. Lindsey's pending retirement as it unfolds.
 - For all elected Village and Town officials, Onondaga County Mayors Association Meeting on Wednesday, October 17, 2018, 6 PM at Town of Geddes, \$16; Guest Speaker Congressman John Katko. Mayor Hubbard will be attending.
 - Receipt of email from DMO Harty advising that NYPA completed its annual audit of Hydropower allocations and provided a memo with our upcoming allocation of 5,400 kw firm demand with 24 kw peaking demand (5,424 kw total), essentially the same as last year's 5,245 kw allocation. DMO Harty said included in that is economic development because of the YMCA – 100 kw/year.
 - Operations Meeting on Tuesday, October 16, 2018, 5:30 PM at Village Hall to discuss sidewalks, legal, districting, etc.
 - Operations Meeting with the Planning Board on Saturday, October 20, 2018, 9 AM at Village Hall to discuss sidewalks.
- * Other Matters That Have Come Before the Board since Posting the Agenda***
- Landscaping for Water Quality Forum Oct. 23, 2018, 7-9 PM, Skaneateles High School Auditorium. Trustee Stokes-Cawley said speaker Donald J. Leopold, PhD. - Chair and Distinguished Teaching Professor, SUNY ESF, is well-known and it would be worthwhile to attend to hear him speak.

Police Department – Mayor Hubbard noted that the Trustees are in receipt of the Police monthly report for September that was emailed and recorded activity as follows: **Incident Types:** 240 Calls for Service; **Criminal:** 0 Larceny; 0 Identity Theft; 0 Forgery; 0 Burglary; 0 Robbery; 0 Criminal Mischief; 1 Domestic; 1 Harassment; 1 Sex Offense; **Non-Criminal:** 4 Vehicle Lockout; 444 Property Check; 19 Ambulance Calls; 1 Fire Calls; 4 Alarm; 6 Recovered/Found Property; **Traffic:** 61 Total Traffic Stops; 30 Traffic

Tickets Issued; 108 Total Parking Tickets; 207 Courtesy Cards; **Motor Vehicle Accidents:** 9 Property Damage; 1 Personal Injury; **Arrests:** 0 Felonies; ¥ (¥ = UTT Misdemeanor) 2 Misdemeanors; 3 Violations; 0 DWI. In response to Mayor Hubbard, Chief Coon said he didn't have anything to add.

Director of Municipal Operations – DMO Harty said she will have a formal report next meeting, but will report briefly that the DPW is doing brush pickup that will go until October 22. Leaves only will be picked up thereafter.

Codes Enforcement – Mayor Hubbard said CEO Crompt will provide his report at the second meeting in October.

Skaneateles Volunteer Fire Department – SVFD Asst. Chief Buehler read aloud Chief Evans' report for September 2018 that recorded activity as follows:

Calls for the month of September: 23 Total Alarms; 0 Structure Fires; 0 Vehicle Fires; 0 Vegetation Fires; 0 Acres Burned; 6 EMS; 0 Rescue; 3 Motor Vehicle Accidents; 0 Extrication; 3 Hazardous Condition; 1 Service Calls; 0 Good Intent Call; 7 False Alarms; 3 Cancelled Enroute; 0 Other; 3 Mutual Aid Given; 12 Mutual Aid Received; 12.43 Avg. Personnel; 1.95 Avg. Enroute time; 4.88 Avg. On-scene Time; 1 Meeting; 0 Drills; 0 Training; 12 Miscellaneous; 0 Stand-by.

Upcoming trainings: 10/8 – Live Fire Training @ 19:00; 10/15 – Senior Housing Fire Drills & Apparatus Pumping @ 19:00; 10/22 – OFPC Trench Rescue Awareness @ 19:00; 10/29 – OFPC Trench Rescue Awareness @ 19:00

Meetings for the month: Officers – 11/1/18 @ 19:30; Trustees & Board of Directors – 11/1/18 @ 19:00

Other business: • Annual Hose & Ladder Testing is scheduled for this Friday. • The department assisted with the Ride for Missing Children on Friday, September 28th with Truck 1 at Waterman School. • Fire Prevention Week is Sunday, October 7th – Saturday 13th. This year's theme is "Look. Listen. Learn. Be aware – fire can happen anywhere." This week members of the department will be conducting programming at the local child care centers and at both elementary schools. Fire prevention open house is scheduled for this Friday, October 12th at 19:00. • On Saturday, September 22, 2018 the department hosted our 6th Annual Casino Night and High Stakes Money Drawing at Station #1. Overall the event was a success; over 325 individuals came to enjoy the evening. A total of 830 tickets were sold out of 1,000 available. Here are the drawing results: 1st Place - \$28,860 – Ticket number 475; 2nd Place - \$8,177 – Ticket number 670; 3rd Place - \$4,088 – Ticket number 17; 4th Place - \$968 – Ticket numbers: 335, 411, 418, 429, 530, 579, 811; 5th Place - \$412 – Ticket numbers: 13, 96, 200, 205, 229, 304, 420, 478, 483, 726. Asst. Chief Buehler said the first-place ticket holder was a Skaneateles resident. In response to Trustee Stokes-Cawley, Asst. Chief Buehler confirmed that winners are notified by mail if they were not in attendance.

Old Business

Status of NYSERDA Grant – DMO Harty said documentation has been submitted for reimbursement of the remaining amount.

Status of New Seawall Grant / Clift Park Improvements – DMO Harty said the project is moving fast and furious. Work in Shotwell Park should be buttoned up in 2-3 weeks; before the flags are placed for Veterans Day. She said half of the curbing is in, some sidewalks, a lot of demolition is done, and there is a meeting with the architect tomorrow. Ballard is moving along well.

HAB Update – DMO Harty said there have been 1 to 2 samples at the intakes and it's been quieter than last year. DMO Harty and Trustee Stokes-Cawley haven't heard about any communication from the City of Syracuse and will keep us updated.

Status of Water Main Project – Atty. Pavlus reported that we received the signed agreement from Villager Construction. There is a minor change with the contract price. In response to Mayor Hubbard, it was confirmed that GHD issues the notice to proceed. Clerk/Treasurer Couch advised that all the documentation relative to the Bond Anticipation Notes (B.A.N.) for the project have been submitted to Fiscal Advisors – we should be in good shape.

New Business

Penflex Agreement – Atty. Pavlus recognized that the Penflex Agreement has been done in past years and it is good practice to have the audit. Mayor Hubbard said Penflex has done a good job for several years. **Resolution #2018-178:** On the motion of Trustee Dove, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried to authorize Mayor Hubbard’s execution of the Penflex, Inc. 11/1/2018-10/31/2019 Service Fee Agreement with the optional “Complete the LOSAP Audit Package” and complete the “GASB 73 Package”.

Updated Sexual Harassment Policy – Atty. Pavlus said the Village can be credited with being forward thinking as it has had a sexual harassment policy since 1998. Recently, as part of the budget process, NYS passed a law requiring every employer in the state to have such a policy; guidance was issued just his past Monday. Atty. Pavlus said that although the Village’s policy meets most of the requirements of the new law, it would be prudent to consider adopting the model policy which was issued by the Department of Labor on October 1, 2018, inasmuch as it is specifically intended to comply with the requirements of the new law. Atty. Pavlus said he tailored the model policy to recite that the Village is the employer and, as a place holder, designated DMO Harty as the person to whom complaints may be made, aside from supervisors, etc. Trustee Stokes-Cawley said she is in full support of this policy as it is important to do. However, she said she doesn’t think the DMO is the right person; DMO Harty wrote in an email that she is not comfortable taking on that responsibility for all of the Village. She indicated that she doesn’t think she is the appropriate person to deal with complaints from departments outside of “Operations” – it’s a Human Resources responsibility. Mayor Hubbard asked if we have to designate a person. Atty. Pavlus said it is part of the model policy. Discussion focused on designating Chief Coon. Atty. Pavlus recognized that we have not had a lot of time to think about this, but thinks Chief Coon might be intimidating to be the go-to person. Clerk/Treasurer Couch said she thinks it should be her office that is designated as it serves as Human Resources, Purchasing, etc. She further suggested that the Clerk/Treasurer position be designated without attaching a specific name. **Resolution #2018-179:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to adopt the Updated Sexual Harassment Prevention Policy and Sexual Harassment Prevention Policy Complaint Form replacing the DMO with Clerk/Treasurer as the party to whom complaints may be made. Trustee Dove said she will talk with SVFD President Perkins and Chief Evans who will provide the policy to Atty. Doreen Simmons for review.

Turkey Trot– **Resolution #2018-180:** On the motion of Trustee Sennett, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to approve the request to gather at Clift Park at 9 AM-10:30 AM on November 22, 2018 to start and end the annual Turkey Trot as requested by Judy Gelston on behalf of the Skaneateles Ecumenical Food Pantry.

Second Meeting in November – The second Village Board meeting in November, that would fall on Thanksgiving, was re-scheduled to Tuesday, November 20, 2018, 7:00 PM at Village Hall.

2019 Health Insurance – Clerk/Treasurer Couch said health insurance rate increases for 2019 are substantially lower than they have been in years – 1.5% for SimplyBlue Plus Platinum 2 and 4.1% for SimplyBlue Plus Gold 6. Clerk/Treasurer Couch said Brown & Brown Empire State’s health broker Amber Gifford plans on meeting with employees again this year and she will verify the meeting date. **Resolution**

#2018-181: On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to approve the Excellus BlueCross BlueShield 2019 renewal rates for the SimplyBlue Plus Platinum 2 plan and the SimplyBlue Plus Gold 6 plan as presented by Brown & Brown Empire State’s Amber Gifford.

NYMPA Semi-Annual Meeting – Resolution #2018-182: On the motion of Trustee Eriksen, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to designate DMO Harty as the accredited delegate at the NYMPA Semi-Annual Meeting on October 24, 2018.

Authorize Hiring Part-time Police Officer – Mayor Hubbard recognized that Chief Coon sent an email requesting that the Board approve the appointment of a new part-time Police Officer. Chief Coon said that Dan Sallay is currently with the Onondaga County Sheriff’s Department and is training to pilot their helicopter, air-1. Chief Coon said he personally supervised Mr. Sallay when he was with the county. He has a good personality, is a very good worker, and is very good with people. Mr. Sallay only wants to work the mid-night shift, the shift that is more difficult to fill. Chief Coon said that out of the 13-14 people who can normally work, we are down to 5-6 who are below the \$30,000 threshold. Trustee Dove asked if we can talk to Congressman Katko. Asst. Chief Buehler said he’s federal, it would be the state. Chief Coon said some part-time Police Officers went to full-time school resource officer (SRO) positions and one refused to work the midnight shift. In order to fill the shifts, Chief Coon some officers will go over the limit and we’ll have to explain to Civil Service. Mayor Hubbard wished him luck. **Resolution #2018-183:** On the motion of Trustee Sennett, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to authorize hiring Dan Sallay as a part-time Police Officer effective October 15, 2018. In discussing the resolution, Trustee Sennett commented that it is nice that they worked together and still want to. Chief Coon added that Mr. Sallay is from Skaneateles and grew up here.

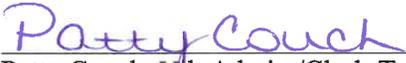
Public Comment – Trustee Dove said she was at the Farmers’ Market and someone said they were told that they couldn’t be here in the apparatus bays. That is not true and we had actually heard that some of the Farmers’ Market vendors said they didn’t want to be here. Trustee Dove said she will follow-up.

Approval of Bills – **Resolution #2018-184:** On the motion of Trustee Sennett, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #9 be audited and paid as follows:

Abstract #9

General Fund	Vouchers #719-769	Checks #21301-21351	\$49,282.11
Sewer Fund	Vouchers #1212-1227	Checks #5902-5917	\$17,130.54
Electric Fund	Vouchers #1336-1349	Checks #6706-6719	\$38,570.90
Water Fund	Vouchers #722-732	Checks #4455-4465	\$ 8,572.06

Adjournment – **Resolution #2018-185:** 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 7:44 p.m.


Patty Couch, Vtl. Admin./Clerk-Treasurer