

Treasurer Couch meet with Police Chief Coon every first Friday of the month. He said he has never been prouder of the department's morale and overall setting. Trustee Sennett said last Friday she brought up that gaps in coverage haven't happened because of Sgt. Wawro's unbelievable determination that there will be coverage every shift – it is wonderful that he cares so much. Mayor Hubbard read aloud a Police Thank You, penned by Trustee Sennett, as follows:

The residents of Skaneateles ask for, and are proud to have 24/7 police coverage in our village. Due to some changes in personnel it has been difficult to fill all the time slots especially the midnight shift. Our local resident and full-time police officer, Dave Wawro, is responsible for scheduling. He recently, along with part time officer Keith Gates, took on coverage of the overnight shift.

Dave is a Sergeant and seasoned officer. He's worked days for many years but felt it was critical to continue to give residents what they expect and that's a police force that's on duty round the clock. He alternated weeks with Keith Gates who is also normally assigned a day shift. Both admitted it's difficult to adjust to the night duty but both felt their responsibility to the village was more important.

Other officers pitched in to work extra shifts when they could, demonstrating a strong department commitment to our community and teamwork.

As a board we thank our Chief, Dan Coon, and also give a big heartfelt thanks to Dave and Keith for going above and beyond and to all the other officers who work to ensure our safety and well-being.

Mayor Hubbard thanked Chief Coon for his leadership; Trustee Sennett asked that this please be shared with the officers. Skaneateles PRESS Editor Gabak was provided the statement.

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

Police Department – Mayor Hubbard noted that the Trustees are in receipt of the Police monthly report for October that was emailed and recorded activity as follows: **Incident Types:** 230 Calls for Service; **Criminal:** 0 Larceny; 0 Identity Theft; 0 Forgery; 0 Burglary; 0 Robbery; 0 Criminal Mischief; 0 Domestic; 2 Harassment; 0 Sex Offence; **Non-Criminal:** 0 Vehicle Lockout; 711 Property Check; 17 Ambulance Calls; 3 Fire Calls; 2 Alarm; 5 Recovered/Found Property; **Traffic:** 75 Total Traffic Stops; 35 Traffic Tickets Issued; 94 Total Parking Tickets; 140 Courtesy Cards; **Motor Vehicle Accidents:** 6 Property Damage; 1 Personal Injury; **Arrests:** 0 Felonies; 3 Misdemeanors; 0 Violations; 0 DWI. In response to Mayor Hubbard asking if there is anything additional to report, Chief Coon said the speed sign on State Street and East Lake were vandalized. Bob Slivinski has been in touch with the company and thinks we can purchase a couple of items to fix the signs and get them working again. Chief Coon commented that it is not an item you find vandalized that often. He said there is also the issue of the parking meter batteries. Bob Slivinski purchased a charger that can charge ten at a time. It will take a week to a week and a half to get all the batteries charged. Hopefully that will get the meters working. Trustee Stokes-Cawley asked how long the batteries are lasting. Chief Coon said 3 months at the most.

Director of Municipal Operations – DMO Harty confirmed that her report for October 2018 was emailed to the Board and that it recorded the following (the boldened items are the ones DMO Harty highlighted aloud):

DPW –

- **Brush pick up has ended – Leaf pickup will be continuing as weather permits. The DPW will be making rounds tomorrow and there will be a full crew next week. There was a lot going on in October.**
- Cleaning up and winterizing parks
- Prepping snow removal equipment
- Sludge hauling for WWTP

- Burials at the cemetery – 1 full burial and 5 cremations
- Demolition and new water service at Clift Park
- Painted the door and replace light fixtures at the Masonic Temple

Electric –

- Shotwell/Clift Park – street light foundation and conduit replacements, replacement of transformer at gazebo, installation of new meter and light control panel
- Upgraded 49 non-AMR electric meter to L&G AMR meters
- Attended 2 lineman safety training classes
- Annual PSC Report finalized and submitted to PSC
- Received copy of HMT Annual Substation Inspection and Testing Report
- Attended following meetings:
 - Semi-Annual NYMPA Meeting
 - NYMPA has been successful at building up target reserves for rate stabilization.
 - Supplement purchase power rates are going to be decreasing in 2019 due to favorable hedging.
 - Village is estimated to pay almost \$109,000 in Zero Emissions Credits this year (mandated by the Clean Energy Standard). Fees are collected through the PPA rate.
 - IEEP Annual Meeting
 - FERC is phasing out LED as an energy conservation measure in the next 1-2 years. LEDs conversions won't be eligible for IEEP reimbursement after that
 - Energy conservation measures are moving towards ambient air heat pumps for home and hot water heating
 - NYSERDA/PSC policies are focused on Electric Vehicles, Energy Storage, and Offshore Wind development
- **Electric Action Plan**
 - Working through final contract details with USA CPR for new software
 - Line Leader Vacancy – two candidates identified and will be scheduling in person interviews
 - Line Worker Helper Vacancy – 33 applicants to-date, 4 short listed for phone interviews
 - DPW Maintenance Worker Vacancy – 38 applicants to-date, 5 short listed for phone interviews

Water –

- Month of October
 - Produced a total of 15.95 Million Gallons of Water – averaging 514,500 gallons per day
 - No raw water turbidity exceedances
 - All 3 microbial samples in distribution system came back negative
- Jim attended operator training in Morrisville
- Water Main Replacement Project
 - Received and reviewing engineering cost estimate
 - Preparing plans for DOH/DOT submission

Sewer –

- See attached Operator's Report from Brad
- **Highlight – Brad has been adding polymer to sludge holding tank to thicken and dewater sludge prior to transport to City of Auburn WWTP. This has resulted in a 35-50% reduction in volume of sludge disposed. The village had been sending about three trucks a week to Auburn and now we are down to one, one and a half. Potentially this will save the Sewer Fund \$13,000-\$18,000 a year. Brad is doing a great job.**

Clift Park Project:

- **Slide show of Progress photos** – DMO Harty said Ballard has done a phenomenal job – the work at Shotwell Park is done and back together well in advance of Veterans Day this coming Sunday. There are huge improvements with street light foundation and conduit replacements, and installation of new meter and light control panel. Regarding progress of the boat ramp work, the wall was removed, as well as the old transformer that was replaced with a smaller one. Gravel and stone there now with brick pavers. Trustee Sennett commented on how it opens up the area. DMO Harty said, “Like a brand-new park.” The curbing has been replaced – the work outstanding is the brick pavers, parking meters, and new railings. It should be complete a couple of weeks after Thanksgiving, but will be opened up before Thanksgiving for pedestrians. DMO Harty said she couldn’t be happier with the project.
- **Consideration of ADA-Accessible Parking spaces adjacent to Clift Pak curb drop.** DMO Harty said with ADA compliant curb cuts in place and regraded curbs, there is improved access. It might make sense to reserve a handicapped parking space. Trustee Sennett asked if you’d give up a parking spot in back of it. DMO Harty said there are other spots you can pull up into; she’d have to look into it. Trustee Dove asked if you can bag a handicapped spot – is it legal; just a question. DMO Harty said it is something to think about. Trustee Sennett said those are impressive numbers for the WWTP. DMO Harty said again that Brad’s done a great job.

DMO Harty advised that she will be putting a public service notice on the website and on utility bills advising that substances like paint should not be dumped into sump pumps or floor drains. She explained that this was prompted because white paint was found in Skaneateles Creek. She said the Village has been working to determine where the paint is coming from and now the DEC is involved. Trustee Sennett asked if it is definitely paint. DMO Harty said it appears to be.

Hazard Mitigation Plan Update:

- All Village documentation has been submitted
- November work session has been cancelled and will be rescheduled for some time in January

Gateway Expansion Project:

- Planning Board issued final site plan approval for the Gateway Project with several conditions that require coordination with Municipal Operations department:
 - Electric services and system upgrades to provide required power supply
 - New 8” water supply for Mirbeau and services for residential properties
 - Sewer laterals for residential properties
 - Storm sewer and stormwater pond upgrades
 - Street improvements
- Coordination meeting to be scheduled with developer

Codes Enforcement – The Codes report will be given at the next meeting.

Skaneateles Volunteer Fire Department – SVFD Chief Evans read aloud his report for October 2018 that recorded activity as follows:

Calls for the month of Oct.: 21 Total Alarms; 3 Structure Fires; 0 Vehicle Fires; 0 Vegetation Fires; 0 Acres Burned; 5 EMS; 0 Rescue; 2 Motor Vehicle Accidents; 0 Extrication; 0 Hazardous Condition; 2 Service Calls; 1 Good Intent Call; 7 False Alarms; 1 Cancelled Enroute; 0 Other; 3 Mutual Aid Given; 11 Mutual Aid Received; 10.43 Avg. Personnel; 2.94 Avg. Enroute time; 6.47 Avg. On-scene Time; 1 Meeting; 3 Drills; 1 Training; 6 Miscellaneous; 0 Stand-by.

Upcoming trainings: 11/12 – Pumping – 19:30; 11/13 – NYS DOT Traffic Management – 18:00; 11/14 – NYS DOT Traffic Management – 18:00; 11/19 – Propane Emergency Training @ Spafford – 18:30; 11/26 – Basic Firefighter Skills – 19:30

Meetings for the month: Officers – 11/29/18 @ 19:30; Trustees & Board of Directors – 11/29/18 @ 19:00

Other business: • The department will be participating in the Robert J. Hydon American Legion's WWI Centennial Celebration on Sunday, November 11, 2018 @ 11:00 a.m. (Shotwell Park). • The membership has voted and approved to host Labor Day (August 31 & September 1, 2019) at the Austin Park Pavilion and the High Stakes Raffle & Casino Night (TBD) at Skaneateles Station #1. • Probationary Firefighter Joe Orsen has successfully completed the Basic Exterior Firefighter Operations and Hazard Materials Operations courses through the NYS OFPC. • Truck 1 update – still awaiting an insurance representative from Texas to inspect the damage to the apparatus which presently remains at Jerome Fire Apparatus.

Trustee Dove said for those who like to plan their calendars well in advance, the Mere Mortals will perform at the Labor Day Field Days on Saturday, August 31, 2019.

Old Business

Status of NYSERDA Grant – DMO Harty said she talked to Jennifer yesterday and confirmed access to the meter. We should be receiving a check.

Status of New Seawall Grant / Clift Park Improvements – DMO Harty said there is no update.

HAB Update – DMO Harty said there is no update. In response to Mayor Hubbard asking if this topic should remain on the agenda, DMO Harty said it can be dropped and addressed under committee reports when appropriate.

Status of Water Main Project – DMO Harty said contracts have been fully executed and there was a pre-construction meeting last week. There probably will not be any work in 2018 and tree take downs will most likely be looked at in February / March. Relative to financing, Clerk/Treasurer Couch said all documents have been signed and the closing is scheduled for November 15, 2018. Bill Marquardt will phone that day asking for confirmation that the funds were received into our Key Bank account. Trustee Sennett asked if there will be communication before tree take downs, before the work is mobilized. DMO Harty said they have been discussing it – we will use our website, possibly a Facebook page, and door hangers have been discussed. Trustee Sennett said broad-brush communication is very important, but individual notice is vital such as when driveways will be blocked.

New Business

Parkside Subdivision Snow Plowing – Mayor Hubbard noted that this is the snow plowing agreement for the Parkside Subdivision that is renewed annually. Atty. Pavlus said no resolve is needed, we received their new insurance certificate and it is the right thing to do for residents who pay taxes. Hopefully, the dedication to the Village will happen soon and this will be the last year for the agreement. **Resolution #2018-200:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Dove, it was resolved and unanimously carried to approve the snow plowing agreement for the Parkside Subdivision.

2019 Village Election – Resolution #2018-201: On the motion of Trustee Sennett, seconded by Trustee Dove, it was resolved and unanimously carried (5-0 in favor) to authorize publication of Notice of Offices to be filled in a Village Election March 19, 2019.

DPW Laborer – Atty. Pavlus said this should be discussed in Executive Session and then the Board could come out of Executive Session and make resolution.

Temporary Easement and TP-584 for 97 State Street – Atty. Pavlus said this temporary easement and TP-584 is similar to the one for 174 E. Genesee Street signed by Janice Hoffmann. Like that property, the Village Waterline Replacement Project will require work to be performed on a portion of the 97 State Street Road property. **Resolution #2018-202:** On the motion of Trustee Dove, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Hubbard’s execution of a Temporary Easement executed by Bill Marquardt on behalf of the Skaneateles Recreational Charitable Trust, 97 State Street, Skaneateles, NY, and TP-584 form.

Public Comment – There was no public comment.

Budget Amendment – Mayor Hubbard noted that DMO Harty emailed that the DPW recently sold surplus drainage pipe to the Town’s Highway Department in the amount of \$2,120. To allow the DPW to have additional funds to purchase a new push box and other equipment needed for snow removal, DMO Harty requested a budget amendment. **Resolution #2018-203:** On the motion of Trustee Sennett, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to authorize a budget amendment as follows: Revenue Adjustment – Increase A2650 – Sale of Excess Equip/Materials/Property \$2,120; Expense Adjustment – Increase A5110.22 – St. Maint. – Equipment Replacements \$2,120.

Approval of Bills – Trustee Dove confirmed that we are cutting a check for Mark Aberi to reimburse unexpended escrow funds. She noted that a new form was instituted to track other escrows. Relative to the questions about the payment to T2 Systems Canada Inc., for digital iris services from 11/1/18-10/31/19, it is the annual hosting fee for the pay stations and meters. **Resolution #2018-204:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #11 be audited and paid as follows:

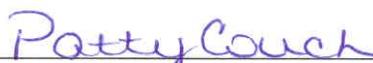
Abstract #11

General Fund	Vouchers #820-868	Checks #21403-21450	\$122,229.98
Sewer Fund	Vouchers #1237-1249	Checks #5927-5939	\$ 9,035.69
Electric Fund	Vouchers #1364-1374	Checks #6734-3744	\$ 11,738.26
Water Fund	Vouchers #744-753	Checks #4477-4486	\$ 4,759.42

Executive Session – Resolution #2018-205: On the motion of Trustee Dove, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to enter into an Executive Session at 7:46 p.m. for discussion of personnel matters and contractual/lease matter. After discussion of the contractual/lease matter, DMO Harty and Clerk/Treasurer Couch left the meeting. As reported by Trustee Dove, **Resolution #2018-206:** On the motion of Trustee Sennett, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to move out of Executive Session at 9:03 p.m.

DPW Laborer – Resolution #2018-207: On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to authorize DMO Harty to offer Tom Young the DPW Laborer position pending a background check and drug test.

Adjournment – By unanimous acclamation, the meeting adjourned at 9:06 p.m.


Patty Couch, Vil. Admin./Clerk-Treasurer