

OPERATIONS MEETING, VILLAGE BOARD OF TRUSTEES
TUESDAY, JULY 16, 2019
5:30 P.M.

PRESENT: Mayor Hubbard, Trustees Eriksen*, Sennett, Stokes-Cawley and Zapata, Municipal Board Member Angelillo, Atty. Pavlus

Sidewalk Improvements – Trustee Stokes Cawley distributed a “Background for Operations Meeting” sheet and explained that she and ADMO Robinson walked the sidewalks. For consideration of the Board is whether or not to ask Villager Construction to address some additional sidewalks. Former DMO Harty had a trip hazard of 1.5” and 2”, so that’s what they looked at with the total being about \$11,901. Trustee Sennett asked if that is for 4’ wide sidewalks. Trustee Stokes-Cawley said yes, except for a section from Kelley Street bridge around the corner that is 3’ wide sidewalks. *Trustee Eriksen arrived. Trustee Sennett said she walked Hannum and Griffin Streets and there seemed to be very little that was very good. To install all new walks on Hannum Street the cost would be approximately \$36,000 and approximately \$61,000 for Griffin Street. Trustee Sennett said there may be more to be considered. We don’t know how much will need to be done on East Lake. Trustee Stokes-Cawley noted that Villager charges \$7.20 per square foot and that price does not include substrate. She further advised that Villager will start replacing sidewalks, torn out for the watermain project, soon. Trustee Zapata said we must do The Creamery. She noted a huge difference in price between the two scenarios. Mayor Hubbard said he doesn’t think we will look very prudent if we don’t do Hannum and Griffin Streets and it is a good price from Villager. Trustee Zapata wondered if we can gauge the expectation from the sidewalk benefit assessment. Mayor Hubbard said that’s the beauty of having Villager in place. We have VIP money of 330,000 that we don’t have a location for. We will get a list of blacktop paving, but that will only make a dent in VIP funds. Mayor Hubbard said he thinks we will wish that we took advantage of Villager being here if we don’t. Trustee Stokes-Cawley questioned if we should ask Villager if they can do the work for the same contract price. Mayor Hubbard noted that we paid Ballard almost twice that. Trustee Sennett said Genesee Street to Onondaga Street needs a lot of work also. Mayor Hubbard said East Lake Street and Genesee Street to the south is part of the Villager contract. Trustee Sennett said we’d be looking at approximately \$100,000 for Griffin and Hannum Streets and noted that the sidewalk benefit assessment is for new sidewalks and repairs. Trustee Zapata recognized that the project is already disrupting residents and a section of the B.A.N. is for street repair. Mayor Hubbard said we will have two bonds - \$3.5M for water and \$1.5M for street work and sewer; we could roll sidewalks into that. Trustee Zapata said we are fully committed to bonds. Mayor Hubbard said we are authorized to borrow up to 4.7M, the Villager contract is less than 4.1M, a lot of the soft costs are paid already, and there is a contingency of \$250,000. Sewer repair on East Lake that will be needed could be paid from sewer. Trustee Sennett recognized that we have lots of options. Mayor Hubbard added that we won’t have Villager next year, so we’d have to let a bid and don’t want to do just \$80,000. He agreed that we have lots of options and that we should seize the opportunity. In response to Trustee Stokes-Cawley, Mayor Hubbard said \$7.20 per square foot is in the existing contract. We could ask Villager to expand the work to include everything on Hannum and Griffin Streets and possibly East Lake. Trustee Sennett reiterated that there is very little on Hannum and Griffin Streets that is nice. Trustee Zapata asked if Villager is in the mix for the slip lining work. Mayor Hubbard said it is all in their purview. Mayor Hubbard asked Trustee Stokes-Cawley to ask Villager if they’d be good with their price; Trustee Sennett added to ask them to clarify what the number includes.

Water and WWTP Operator Position – Mayor Hubbard said the offer letter was drafted for a very worthy candidate. Municipal Board (MB) Member Angelillo said that he, Mayor Hubbard, Trustee Stokes-Cawley, and Clerk to the Boards Dundon met with Adam Twitchell yesterday morning. Mr. Twitchell currently works at a more complicated facility and knew all the answers, but not in an arrogant way and was modest in saying that he doesn’t run the plant where he’s employed. MB Member Angelillo said one of Mr. Twitchell’s references was his current boss, who said that Mr. Twitchell does indeed run

the plant and knows all the necessary / required tests. Mr. Twitchell's boss said he'd hate to lose him, but he plans to be there for another 15 years and doesn't want to hold Mr. Twitchell back from his potential. MB Member Angelillo said Mr. Twitchell's second reference was Don Davis at Barton & Loguidice. Mr. Davis described Mr. Twitchell as conscientious, will re-test when something doesn't look / seem right, and understands treatment. MB Member Angelillo said he mentioned the required drug test and background check to Mr. Twitchell who didn't have a problem with that. Mr. Twitchell came to the interview with all his certifications and licenses. Trustee Stokes-Cawley said Mr. Twitchell also indicated that he'd be able to get the required NYSDOH license within a year. MB Member Angelillo said Mr. Twitchell lives in Waterloo, but our former operator lived in Liverpool. He added that Mr. Twitchell wants to be the operator and would be willing to move to Skaneateles once his middle-schooler is ready for high school. **Resolution #2019-171:** On the motion of Trustee Stokes-Cawley, seconded by Mayor Hubbard, it was resolved and unanimously carried (5-0 in favor) to approve MB Member Angelillo extending the offer of employment to Adam Twitchell for the Water and WWTP Operator position, contingent upon drug testing and a background check. MB Member Angelillo said we will probably need to keep Camden Group on for another 30 days. Their contract includes a 30-day notice clause and Mr. Twitchell wouldn't be working 7-days a week, but daily testing is required. Trustee Sennett thanked MB Member Angelillo for his involvement in this process. Mayor Hubbard added that he's been a tremendous help.

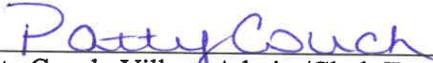
Water Improvement Project Bonding – Trustee Sennett reviewed her Fire Flow Improvement Project – Bond Repayment Plan sheet, noting that it is based on information we have today. A couple of revisions were decided on and Trustee Sennett will make those prior to presenting the sheet on the overhead screen at the July 25, 2019 Village Board Meeting. Interest on B.A.N.s will be due November 15, so the Village will start collecting now. Trustee Sennett said the Fire Flow Improvement line will be on the monthly utility bills underneath the UV Debt line. She asked Clerk/Treasurer Couch to have a “dummy” bill at the July 25, 2019 Village Board Meeting to display on the overhead screen. Mayor Hubbard said he and Trustee Sennett met with the Town and he will be writing a letter based on substance and will try to keep the apples and oranges separate. Mayor Hubbard said the Town always wants to drag something else into the conversation (i.e. Andrews Road), but they need to demonstrate that they are team players, “community” focused. Trustee Sennett said Town Engineer John Camp said the Village will have additional capacity with a water tank on the hill in case of another algae bloom. He also said our ISO rating would be better with more capacity. We have a good rating now. Mayor Hubbard said it's important to keep Villager in the game to demonstrate the GHD flow model. Trustee Sennett said we have to start with something and these are hard, quantitative data. Trustee Zapata said this is phase 1 and the Skaneateles Volunteer Fire Department is very pleased with the potential improvements. Mayor Hubbard said the fire flow will be substantially improved. Trustee Sennett also noted that the work on East Street years ago helped fire flow in the Town. Mayor Hubbard said he told the Town that John Camp would have to work with GHD's Nick Hyde and prove to us that improvements on Andrews Road affects the Village. Clerk-Treasurer Couch was asked to verify when the UV debt payments end. It was noted that the Village hasn't raised water rates to the Town (or Village customers) in ten years. The Town is paying 45% less than Village rate payers. Trustee Sennett said Supervisor Aaron talked about Mirbeau indicating that they want to stay a town water customer because they pay less. Mayor Hubbard said he will have Clerk to the Boards Dundon copy his email about Mirbeau to the Board. In response to Trustee Zapata, Mayor Hubbard said once we have the final bond amount and debt schedule, Clerk/Treasurer Couch would send an invoice to the Town months before the due date, as is done with the UV debt.

Porta-potties - Mayor Hubbard said there are issues with the public restrooms on a regular basis, so suggested ordering porta-potties now and not waiting for a disaster to strike. Included on Trustee Stokes-Cawley's Background for Operations Meeting sheet, prices for porta-potties were secured from United Rental. Trustee Stokes-Cawley said she left a message for Mathieson Portable Toilets, but hasn't heard

back from them yet. United Rental offered the following: \$50 delivery fee and they could do so this Thursday; 1 standard at \$145 for each 28-day billing cycle; 1 Handi-cap assessable at \$250 for each 28-day billing cycle. They clean once per week and there is no charge for pick-up. Trustee Stokes-Cawley asked Clerk/Treasurer Couch to call United Rental and arrange for the porta-potties.

Flag Policy – Trustee Sennett said there was a meeting about a flag policy and she'd suggest keeping it simple with the policy being "We fly the American flag". Trustee Eriksen said he looked at some policies, but they were far more complicated than we want to get into. Atty. Pavlus recalled that the resolution stated that the Board wouldn't consider any flag flying request until we have a policy. It has only been a couple of weeks and there is no rush.

Adjournment – **Resolution #2019-172**: On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 6:42 p.m.


Patty Couch, Village Admin./Clerk-Treasurer

