

VILLAGE BOARD OPERATION MEETING MINUTES

August 26, 2019

5:45 P.M.

PRESENT: Mayor Hubbard, Trustees Eriksen, Sennett, Stokes-Cawley, and Zapata, Clerk to the Boards Dundon, Village Atty. Pavlus

Electric Work – Mayor Hubbard recalled approving a couple of work orders at the August 8, 2019 Village Board Meeting for O’Connell Electric. One proposal was for underground work that had been exacerbated by the large tree that fell on Memorial Day weekend. The other O’Connell Electric proposal was for services associated with “Fennell Street Substation Interconnect”. Mayor Hubbard reiterated the importance of getting to a point to establish a rapport with a bona fide contractor. The Board has a desire to do that, so we proceeded accordingly. Mayor Hubbard said a comparison can be made to CHA for electric and GHD as our engineer – each of which we have master agreements with. At this time, we don’t have a master baseline to do contractual tasks with O’Connell Electric. To proceed with public funding, we need to drop back and dutifully interview and review three entities to form a baseline master agreement. Mayor Hubbard said Clerk to the Boards (CTB) Dundon would put together a Request for Proposal (RFP) for such for O’Connell Electric, Northline Utilities, etc. The Village would hold off on the two tasks described until we get one of the companies engaged. We’d build tasks off of the baseline master agreement. Trustee Stokes-Cawley asked if the RFP would be for individual tasks or a retainer agreement. Atty. Pavlus said a contractual agreement. Trustee Eriksen asked if O’Connell Electric will have a problem on the two jobs. Mayor Hubbard said they haven’t been informed of the August 8 resolutions – they probably don’t have a clue. Trustee Zapata asked what’s the big fear of having awarded the work. Mayor Hubbard said the fear if not passing the litmus test of public bidding. We hope to establish a professional agreement and then give tasks. Trustee Sennett asked where the line is between CHA and one of these companies. Mayor Hubbard said they’d compliment each other. Trustee Zapata said there is an element of strategic planning; CTB Dundon said they’d become aware of our system. Trustee Zapata asked if this company would be instead of Solvay Electric (i.e. assisting our Electric Dept. when the large tree fell taking out power lines). CTB Dundon said some times we’d need both. Mayor Hubbard said in an emergency situation, there’d be hourly rates – have someone to count on consistently. Trustee Stokes-Cawley asked if the August 8 resolutions should be officially rescinded. Atty. Pavlus said yes, it can be in the same resolution. **Resolution #2019-201:** On the motion of Mayor Hubbard, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) that under further advisement, in lieu of the two O’Connell Electric authorizations of August 8, 2019, the Village of Skaneateles will pursue a professional relationship with a knowledgeable and qualified electrical contractor via a Request For Proposal to supplement the Village’s own personnel, from time-to-time, in the areas of (including but not limited to) line construction, maintenance and upgrades (both aerial and underground); substation line construction, maintenance and upgrades; interconnection arrangements with power grid suppliers and major customers; engineering design practicality; as well as emergency restorations.

East Lake Street Sanitary Sewer Work – Atty. Pavlus said we are in receipt of Change Order #2 in the amount of \$579,000 for seven weeks of additional sanitary sewer work on East Lake Street. The change order is signed by GHD’s Kevin Castro. Atty. Pavlus said that time extensions are usually done in increments – whether it will happen that way, we have to wait and see. Trustee Sennett asked if Villager Construction has seen the change order. Atty. Pavlus said it was emailed to a few people last Wednesday, but he doesn’t think it went to Villager – it hasn’t gone through all the steps. Atty. Pavlus said there are two questions. 1) Can the work proceed as a change order. The standard is whether the work is the same – he thinks it is; there is not a bright line test. The original contract is for storm sewer and water lines. No one realized this work had to be done until the work started. However, it is a significant number to not go out to bid. Trustee Zapata recognized an obligation to the residents. Trustee Sennett said the idea of bringing in another contractor would probably be more expensive because Villager is already in. Trustee Eriksen said Villager’s contract requires completing the work, so a different contractor would have to dig up what Villager did. Mayor Hubbard said there’d be a measurable impact on residents. Atty. Pavlus concurred that Villager would finish if they found out we are going to bid, and then their work would have

to be dug up. He said the second question, how to pay for it. Atty. Pavlus said he had a conference call with Fiscal Advisors and Bill Marquardt. The bonding resolution would state where the work would take place and a SEQR would be done. Bill is of the opinion that the quote of \$579,000 has soft cost built in and suggested \$650,000 be the maximum amount in the authorizing resolution. The Board discussed the possible timing of the notice of permissive referendum, estoppel notice, etc. Mayor Hubbard said the next Village Board Meeting is September 12. The Board also discussed if it could all be bonded at once; Trustee Zapata said \$650,000 is a small amount to borrowers. Villager's contract is 4 million and we've authorized 4.7 million. Is it going to come in at that? We have a B.A.N. now and we'll potentially want to go to bond in November. Atty. Pavlus said the bonding resolution has to be specific to useful life. From a practical sense it wouldn't make sense to halt the work. On September 12, we could pass a Bond resolution for \$650,000 that would start the 35-day permissive referendum period. Atty. Pavlus said we need to coordinate the timeframe with GHD & Villager. Mayor Hubbard said GHD's Kevin Castro signed the change order, but they need to talk to Villager and get signatures before September 12. Then, Villager would be concurring and signing on to do the work. Atty. Pavlus said Villager needs to know the timeframe – let's see where they are on progress. Mayor Hubbard said they have a job meeting on September 11, here. Trustee Sennett said she is concerned about knowing the cost. Atty. Pavlus said he will get in touch with GHD's Nick Hyde because he is also communicating with bond counsel.

Trustee Sennett said someone should respond to Thomas Austin who emailed about the pot holes on East Lake Street. Clerk/Treasurer Couch will get a copy of Mr. Austin's email to DPW Foreman Short and let Mayor Hubbard know when he receives it. Mayor Hubbard said he had a good conversation with Mr. Short this morning. Riccelli will talk to Mr. Short. In response to Trustee Sennett, Mayor Hubbard explained that Riccelli has the county contract, so we have the right to play off it.

Sidewalks – Mayor Hubbard said the contractor couldn't find the gas main on Onondaga Street, but they should be able to start digging on Wednesday. Mayor Hubbard advised that he talked to Dick Perkins about having the contractor fix the sidewalk at 57 State Street and do the sidewalk extension on State Street. Atty. Pavlus said with Local Law #1 of 2019, the Village has responsibility for maintenance of the sidewalks. Formal written notice has to be received, then, something has to be done. Relative to Cate Davis' letter about the bricks that are deteriorating in front of the building at 4 E. Genesee Street, Mayor Hubbard said he doesn't know who'd do brick work. Trustee Sennett recognized that we are doing a good section of new sidewalks this year. From the sidewalk benefit funds collected, maybe repairs can be scheduled for next year. Mayor Hubbard said we could put out a contract again next year.

Electric Data Entry – Trustee Sennett said we talked about getting someone to input electric data in the USA CPR software and she is wondering if there may be a college student who is looking for an engineering project. She recognized that come October / November, students will be looking for projects. Trustee Sennett said she will look into this further.

Generator Room Door – Mayor Hubbard said he will get Dick Perkins to make phone calls after the sidewalk work is complete. Mayor Hubbard recognized that we need someone to stay on these types of things until they get done. He added the women's bathroom sink repair to the list of overdo repairs needed. Trustee Sennett said we've talked about a facilities overseer. Trustee Zapata said she and CTB Dundon are meeting on this Wednesday.

Safety – Trustee Stokes-Cawley said she has observed DPW Laborers not wearing hard hats. Mayor Hubbard said you won't see DPW Foreman Short wearing one, so there is no good example.

McCormack – Trustee Stokes-Cawley said Tree Committee Member Kevin Sio looked at the tree that Fran McCormack wrote about on Prentiss Drive. Additionally, ADMO Robinson is meeting with Bartlett Tree's Mike Gorham tomorrow. Mayor Hubbard said this needs follow-up.

CSEA - Trustee Eriksen said BSK Atty. Leonard updated him on the progress of the CSEA negotiations. They are asking for 3%; Trustee Eriksen advised Atty. Leonard that it is unlikely that the Board will move from a 2% increase. Trustee Eriksen said he will call Atty. Leonard again this week.

Adjourn – **Resolution #2019-202**: On the motion of Trustee Eriksen, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 6:58 p.m.


Patty Couch, Vil. Admin./Clerk-Treasurer