

**VILLAGE BOARD MEETING MINUTES  
SEPTEMBER 12, 2019  
7:00 P.M.**

**PRESENT:** Mayor Hubbard, Trustees Eriksen, Sennett, Stokes-Cawley and Zapata, Police Chief Coon, CEO Crompt, SVFD Chief Buehler, Atty. Pavlus

<b>Others:</b>	Jason Gabak	Skaneateles PRESS
	Dick Waterman	Camillus
	Mike Krebs	Skaneateles
	Steve Babbles	Skaneateles
	Lindsey Babbles	Skaneateles
	Peter Babbles	Skaneateles
	K. Brandt	Skaneateles
	Shelley Singh	Skaneateles
	Ryan Franklin	The Citizen

After the Pledge of Allegiance, Mayor Hubbard opened the meeting explaining that this is a public meeting, but there is no public comment period.

**Minutes –Resolution #2019-203:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to approve the Minutes of the Regular Meeting of August 22, 2019, and the Minutes of the Operations Meeting of August 26, 2019, as presented.

**Correspondence & Announcements** – Mayor Hubbard noted the following:

- Receipt of EFC Email re: The Water Infrastructure Improvement Act and the Intermunicipal Grant Program.
- Receipt of email from NYCOM – September 4, 2019 Advocacy Update.
- Cornell Cooperative Extension Septic and Well Water Workshop Thursday, September 26, 2019, Skaneateles United Methodist Church, 6-8:00 PM.
- Receipt of letter from John Scott, 23 Onondaga Street, relative to the sidewalk in front of his house. Mayor Hubbard said arrangements are being made to correct the walk.
- Receipt of letter from Martin Custer relative to Hannum Street drainage and traffic. Mayor Hubbard said our engineer is considering the drainage.
- Receipt of update on EV Charging Station. Trustee Stokes-Cawley said we have three charging stations that we received through a NY Power Authority (NYPA) grant. The current units for EV charging are manufacturer discontinued, so we do not have the ability to upgrade them or repair them. The 3G cellular modem installed in these units will no longer be supported as of year-end. Trustee Stokes-Cawley said our three choices are: 1) purchase new supported charging stations at \$1,100 each; 2) remove the units; or 3) discontinue charging for use. Trustee Stokes-Cawley said there are about 120 charging sessions annually and usage is billed at \$2.50 per hour connected – it is not a lot of revenue. She added that it is a nice service to provide. Trustee Eriksen said he doesn't know if there are charging stations in neighboring communities. Trustee Sennett said she thinks we should leave them for the convenience of residents and visitors and keep looking for grants. She said there are different types – the units here are the old, slow ones. Trustee Stokes-Cawley said we can always follow-up.
- Onondaga County Mayors Association Meeting Wed., September 18, Liverpool Village Hall, 6 PM.
- Receipt of Onondaga County Mayors Association "Save the Date" Joint Meeting with Mayors Association and Town Supervisors on Wednesday, Oct. 16, 2019 at the Carnegie Building in Syracuse.
- Receipt of a very nice letter from Firemen's Association of the State of New York relative to their statewide outreach campaign titled, "Is There A Fire In You?" Mayor Hubbard read the letter aloud as follows:

*Dear Public Organization,*

*Most residents do not realize that more than 70% of all fire and emergency response in the Empire State is handled by volunteers.*

Unfortunately, over the last several years, New York has been experiencing a significant decline in the number of volunteer firefighters. Combined with more calls, increasingly complex responses and additional required training, the result is often longer response times and undue strain on our fire departments' resources.

In an effort to educate the public on the great need for additional volunteer firefighters, the Firemen's Association of the State of New York (FASNY) is conducting a statewide outreach campaign titled, "Is There A Fire In You?" Our goal is to spark interest in New Yorkers to give back to their communities as a volunteer firefighter.

We would appreciate your help in this important effort by displaying the two enclosed posters in a prominent location at your facility.

Mayor Hubbard said the poster will be posted conspicuously to support this effort.

- Receipt of NYSDOT letter relative to Skaneateles Signage.
- Receipt of email from the NYSPSC relative to Temporary Annual Assessment Subsequent Filing.
- Receipt of letter from NYSDOT addressed to Ms. Terri Murray advising that, based on their review, a three-color signal is not warranted at this time at Route 20 at W. Lake Rd. and Hannum St. Mayor Hubbard said every year or so we get a similar letter and he can assure everyone that we are not going to get a signal light.

- Receipt of email from Robert Hamel relative to Electric Dept. work done at his 172 E. Gen. St. property. Mayor Hubbard said Trustee Sennett talked to Mrs. Hamel.

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

- Receipt of email announcing County Executive's upcoming Lead Town Halls.
- Receipt of email from the NY Power Authority advising no reduction in firm hydro energy sales to their hydropower customers for the period of October 1 through 31, 2019.
- Receipt of email from Krista Reichard, Philadelphia, PA, regarding heavy trucks along the lake.
- Receipt of email invitation to Vera House's 30<sup>th</sup> Annual Report to the Community on Domestic & Sexual Violence on Wed., Oct. 2, 2019, from 5:30-6:45 PM at the Everson Museum of Art.

**Police Department** – Police Chief Coon confirmed that the Police Department monthly report for August was emailed and recorded activity as follows: **Incident Types:** 274 Calls for Service; **Criminal:** 2 Larceny; 1 Identity Theft; 0 Forgery; 1 Burglary; 0 Robbery; 4 Criminal Mischief; 1 Domestic; 1 Harassment; 0 Sex Offence; **Non-Criminal:** 6 Vehicle Lockout; 480 Property Check; 24 Ambulance Calls; 4 Fire Calls; 3 Alarm; 4 Recovered/Found Property; **Traffic:** 28 Total Traffic Stops; 14 Traffic Tickets Issued; 109 Total Parking Tickets; 144 Courtesy Cards; **Motor Vehicle Accidents:** 11 Property Damage; 1 Personal Injury; Arrests: 0 Felonies; 4 Misdemeanors; 1 Violations; 0 DWI. Chief Coon also reported that the Police Department's new 2018 Ford Explorer is in service. The Chevrolet Tahoe was traded in. The dealership had an extra 2018 Explorer available so that saved money because we would have otherwise had to buy a 2020 model. Chief Coon said he'd also like to recognize Jim Brown for all the assistance he provides. When Sgts. Wawro and Gates are not available, Mr. Brown is called about pay station problems. Every time, be it a weekday or a weekend, Mr. Brown addresses the problem. Chief Coon said we'd get double the calls without his assistance. Trustee Sennett said Mr. Brown is an outstanding community member and deserves the shout out.

**Codes Enforcement** – Codes Enforcement Officer Crompt submitted his CEO Report that recorded: 2 Footer Inspections; 2 Foundation Inspections; 7 Framing Inspections; 4 Insulation Inspections; 4 Final Inspections; 18 Building Permits; 2 Certificate of Occupancies; 4 Fire Inspections; 9 Meetings with Home Owners; 2 Meetings with Architects; 2 Complaints & Investigations. CEO Crompt said he didn't have anything to add. Mayor Hubbard commented that there is a lot going on.

**WWTP** – Mayor Hubbard recognized that copies of Water and WWTP Operator Twitchell's report were distributed. He commended Mr. Twitchell for his concise report that is much better than in the past. Mayor Hubbard said Municipal Board Member Angelillo is working closely with Mr. Twitchell and his efforts are appreciated. He said he is pleased that our new operator is getting along very well with the DPW.

**Skaneateles Volunteer Fire Department** – SVFD Buehler read aloud his report for August 2019 as follows:

**Calls for the month of August:** 47 Total Alarms; 1 Structure Fires; 0 Vehicle Fires; 0 Vegetation Fires; 11 EMS; 0 Rescue; 7 Motor Vehicle Accidents; 1 Extrication; 9 Hazardous Condition; 1 Service Call; 3 Good Intent Call; 11 False Alarms; 4 Cancelled Enroute; 0 Other; 7 Mutual Aid Given; 19 Mutual Aid Received; 9.96 Avg. Personnel; 1.95 Avg. Enroute time; 5.64 Avg. On-scene Time; 1 Meeting; 5 Drills; 1 Training; 13 Miscellaneous; 0 Stand-by.

**Trainings for the month:** 9/11-Training on New Engine-19:00; 9/15-EVOC-8:00 AM; 9/16-Pre-Plan-Downtown-19:30; 9/21-Pump Training on new engine with Waterous Pump Rep.-8:00 AM; 9/23-Station Clean-up-19:30; 9/30-Portable Ponds-19:30

**Meetings for the month:** Labor Day-TBA; Truck-TBA; Officers-10/3-20:00; Trustees & Board of Directors-10/3-19:00; Recruitment Committee-TBA; Casino Night-9/18-19:02 PM

**Other business:** • Truck 1 is back at the station and in service. • The New Engine 11 has been delivered. We are working on getting it ready to be put into service. • Tickets are now available for the High Stakes Money Drawing and are available from any firefighter or online at [www.skaneatelesvfd.com](http://www.skaneatelesvfd.com). As of September 9, 2019, 740 tickets have been sold. This year there are only 850 tickets available for purchase. Mark your calendars now for the 7<sup>th</sup> Annual Casino Night and High Stakes Money Drawing scheduled for Saturday, September 28, 2019 at Skaneateles Station #1.

### **Old Business**

**Status of New Seawall Grant / Clift Park Improvements** – Mayor Hubbard said there is nothing new to report. All the information has been submitted for reimbursement.

**Status of Water Main Project** – Trustee Stokes-Cawley reported that water services are being completed for the south end of 41. Granite curb is being installed along Route 41 and a small portion of Route 20. Restoration is on hold on Griffin and Hannum streets in order to complete the timeline for Route 20 and 41 – roughly start back up in October in this area. GHD is going to create a list of items that need to be completed for the end of the 2019 season, and what is left to be done for 2020. NYSDOT paving of route 321 is scheduled to be milled beginning September 30 and paving will begin middle of October. They will be starting at Route 20 and moving North. Mayor Hubbard said there is a significant change in the project because it's been discovered that the sanitary sewer on East Lake Street is in bad shape and needs to be entirely replaced. Villager can't accomplish all the work this year – the water main project will be completed this year, except for East Lake Street. That work will be done next year – April, May, June timeframe. We will be dealing with a change order and, later in the meeting, hopefully, engaging Riccelli Northern to do a temporary paving patch down East Lake Street. Mayor Hubbard explained that Riccelli Northern has the Onondaga County contract this year and next.

**Status of Employee Handbook** – Work on the employee handbook is on-going.

**Status of Public Restroom Project** – Mayor Hubbard said we hope to have the advertisement ready at the September 26, 2019 Village Board Meeting.

**Status of New Sidewalk Installations** – Mayor Hubbard reported that the concrete has been poured on Onondaga Street and they filled the driveways so they can be used. The topsoil will be done once they have West Elizabeth done. Driveways will be blacktop at that time also. Trustee Zapata said ¾ of the work to be done W. Elizabeth Street is dug up. Mayor Hubbard commented that the workmanship seems good.

### **New Business**

**Polar Bear Plunge** – Trustee Stokes-Cawley commented that this event has been approved for many years now. **Resolution #2019-204:** On the motion of Trustee Eriksen, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to approve the Polar Bear Plunge on Saturday, January 25, 2020.

**Prentiss Path Sidewalk** – Mayor Hubbard said a sidewalk was originally contemplated when the subdivision was formed. He thanked Dick Perkins for contacting Concrete Slipform that agreed to install a sidewalk on the Prentiss Path. Trustee Sennett commented that when we were contemplating the sidewalk benefit assessment that site was at the top of the list for consideration. The current gravel path needs to be maintained and for some children walking to school, it is the only path they have. According to Dick Perkins, the cost will be \$27,000-\$28,000. In response to Trustee Stokes-Cawley, Mayor Hubbard said it will be a VIP expense. **Resolution #2019-205:** On the motion of Trustee Sennett, seconded by Trustee Zapata, it was resolved and unanimously carried (5-0 in favor) to approve the installation of 4' concrete sidewalk on the Prentiss Path by Concrete Slipform.

**Auburn Skin Divers Association** – Trustee Sennett said about a month ago Bob Dewitt came to the Board explaining that for the Auburn Skin Divers Association's 60<sup>th</sup> anniversary they planned to celebrate with a dive and clean up on the north end of Skaneateles Lake. That dive happened last Saturday. There were 40 divers and one member had a work boat. Trustee Zapata shared some pictures of the debris recovered from the north end of the lake (tires, metal, etc.). Trustee Sennett said the health of the lake depends on many factors and their efforts went above and beyond. She said she'd like the Village to write a thank you letter to Mr. Dewitt and the Auburn Skin Divers Association. She added that she'd also like to thank Chief Coon and Sgt. Wawro for having the cones in place and DPW Foreman Short for having the truck available – it was a collaborative effort. Trustee Stokes-Cawley suggested putting the photographs on the Village website. Trustee Sennett agreed with Trustee Zapata's comment that it was very generous of them. Trustee Sennett agreed to write a thank you letter.

**Updated SEQR EAF for Waterline Project** – Atty. Pavlus said this request came from GHD's Nick Hyde as there have been some minor modifications in the design of the waterline project., particularly the connection to the Town waterline adjacent to the YMCA. The design modification for the Town connection will result in work taking place within the buffer zone to the adjacent wetlands. Therefore, GHD will have to obtain a DEC permit in order for that work to be completed. In order to do so, DEC requires that the EAF explicitly refer to the wetlands in the SEQRA EAF. Atty. Pavlus said that reference to the wetlands in EAF Part 1, is at the bottom of page 4 and top of page 5. He advised that SEQRA allows for a previous EAF to be modified/supplemented if changes are made to the scope or design of the project, so we do not have to do a new SEQRA review from scratch. Atty. Pavlus took the Board through the changes to the EAF that includes Part 1, Section D wetlands and waterbodies; page 5 top section ii; page 6 subsection f; page 7 subsection h; page 8 subsection o; page 11 subsection h; page 12 new subsections o, p & q. Mayor Hubbard noted that it includes sanitary sewer. Atty. Pavlus said it does to be comprehensive. Relative to Part 2 that deals with moderate to large impact or no, or small impact may occur, Atty. Pavlus said GHD checked no, or small impact may occur to all the questions. No adverse impact is checked on Part 3, page 2, Section A. Reference to the Village Board funding authorization on page 2 was corrected to June. Trustee Eriksen noted that yes is checked on page 12, subsection o and p, but tree cutting will be limited to October 1 to March 30 to mitigate adverse environmental impacts to the threatened Northern Long-Eared Bat and endangered Indiana Bat. Trustee Eriksen read aloud the proposed resolution that Atty. Pavlus drafted and circulated at follows:

WHEREAS, at a regular Village Board meeting on May 24, 2018, the Board of Trustees of the Village of Skaneateles, New York (the "Village") preliminarily classified the next phase of the 2013 Water System Asset Management Plan (the "Project") as a type I action pursuant to Article 8 of the Environmental Conservation Law of the State of New York, as amended, and the regulations of the Department of Environmental Conservation of the State of New York promulgated thereunder (collectively referred to as "SEQRA"); and

WHEREAS, also on May 24, 2018, the Village declared itself lead agency to undertake a coordinated review of the Project and circulated notice to all interested and involved agencies of the Village's intention to serve as lead agent pursuant to the SEQR regulations, together with a copy of the EAF; and

WHEREAS, at a regular Village Board meeting on June 14, 2018, the Village noted that no responses were received from any interested or involved agencies; conducted a review of the environmental impact of the Project; found and concluded that no significant adverse impacts to the environment would result from the Project; and issued a negative declaration with respect to the Project; and

WHEREAS, due to modifications to the scope and design of the Project, on September 12, 2019, the Village undertook a review of a modified EAF parts I, II, and III, which are attached hereto as Exhibit "A"; and

NOW, THEREFORE BE IT RESOLVED ON SEPTEMBER 12, 2019 BY THE BOARD OF TRUSTEES OF THE VILLAGE OF SKANEATELES, NEW YORK, AS FOLLOWS:

Section 1. It is hereby re-affirmed that no significant adverse impacts to the environment will result from the Project.

Section 2. The Village hereby re-affirms a negative declaration with respect to the Project.

WHEREFORE, the foregoing Resolution #2019-206 was moved by Trustee Stokes-Cawley, seconded by Trustee Sennett, and was put to a vote of the members of the Board of Trustees of the Village on September 12, 2019, the result of which vote was as follows:

<u>BOARD</u>	<u>VOTE</u>
Mayor Hubbard	Aye
Trustee Eriksen	Aye
Trustee Sennett	Aye
Trustee Stokes-Cawley	Aye
Trustee Zapata	Aye

**2019 Onondaga County Multi-Jurisdictional Hazard Mitigation Plan Update** – Atty. Pavlus said the 2019 Onondaga County Hazard Mitigation Plan is county-wide and to be eligible for FEMA funds we need to have the plan in place. Municipalities that adopt the plan will become eligible to apply for any mitigation grant funding programs that become available. Atty. Pavlus said the complete plan can be reviewed at the links provided by the Syracuse-Onondaga County Planning Agency. We have a form resolution tailored for the Village. Trustee Stokes-Cawley read aloud the resolution as follows:

RESOLUTION NO. 2019-207

**A RESOLUTION OF THE VILLAGE BOARD OF THE VILLAGE OF SKANEATELES  
AUTHORIZING THE ADOPTION OF THE  
2019 ONONDAGA COUNTY MULTI- JURISDICTIONAL HAZARD MITIGATION PLAN  
UPDATE**

WHEREAS, all jurisdictions within Onondaga County have exposure to natural hazards that increase the risk to life, property, environment, and the County and local economy; and

WHEREAS; pro-active mitigation of known hazards before a disaster event can reduce or eliminate long-term risk to life and property; and

**WHEREAS**, the Disaster Mitigation Act of 2000 (Public Law 106-390) established new requirements for pre and post disaster hazard mitigation programs, including the preparation of Hazard Mitigation Plans; and

**WHEREAS**, Onondaga County, with a Planning Partnership of Onondaga County municipalities, has gathered information and prepared the 2019 Onondaga County Multi-Jurisdictional Hazard Mitigation Plan Update (the "Plan"), in accordance with the Disaster Mitigation Act of 2000; and

**WHEREAS**, the Partnership has completed a planning process that has engaged the public with opportunity for input and public comment, assessed the risk and vulnerability to the impacts of natural hazards, developed a mitigation strategy consistent with a set of uniform goals and objectives, and created a plan for implementing, evaluating and revising this strategy; and

**WHEREAS**, the Village of Skaneateles has reviewed the Plan and affirms that the Plan will be updated no less than every five years;

**NOW, THEREFORE, BE IT RESOLVED** that the Village of Skaneateles adopts in its entirety, the 2019 Onondaga County Multi-Jurisdictional Hazard Mitigation Plan Update (the "Plan") as the jurisdiction's Natural Hazard Mitigation Plan and resolves to execute the actions identified in the Plan that pertain to this jurisdiction.

**ADOPTED** on this 12<sup>th</sup> day of September, 2019, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

Mayor Hubbard

Trustee Eriksen

Trustee Sennett

Trustee Stokes-Cawley

Trustee Zapata

**Resolution #2019-207** was moved by Trustee Zapata, seconded by Trustee Eriksen, and unanimously carried (5-0 in favor).

**Hire Full-time Police Officer** – Police Chief Coon said last April /May we hired Jim Asmolik at a part-time Police Officer. At that time, he was a Peace Officer with Onondaga Community College (OCC). In order to work for the Village, 160 hours of field training is required – he completed 200 hours. Mr. Asmolik worked six years for OCC, attended the Central NY Police Academy, worked for the Town of Clay Police Department, is a Village of Skaneateles resident and has a strong desire to remain in the Village. Chief Coon said that during training he represented the Village extremely well and he will be a great asset to the Police Department that needs another full-time officer. Chief Coon said he recommends hiring Mr. Asmolik as a full-time Police Officer. **Resolution #2019-208:** On the motion of Mayor Hubbard, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to authorize full-time employment to James Asmolik effective immediately. Mayor Hubbard thanked Chief Coon for the nice presentation and welcomed Mr. Asmolik.

**Riccelli Northern** – Mayor Hubbard said that Riccelli Northern Regional Sales Manager Seth Williams is a Village of Skaneateles resident, so he is sure we will be well served. He reiterated from earlier in the meeting that Riccelli has the Onondaga County contract so we can piggy-back on that. Mayor Hubbard said that Mr. Williams presented concise plans and he thanked DPW Foreman Short for taking the time to review our roads. As explained in the email that distributed the Riccelli proposal, we will hold off on Fennell Street till next year because of all the heavy equipment using the road during the water project. The patch on East Lake Street from Onondaga to E. Genesee is necessary because they won't be getting to that job this year and the condition of the street is beyond pot holes. **Resolution #2019-209:** On the motion of Mayor Hubbard, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Hubbard's execution of the Riccelli Northern September 11, 2019 proposal for 2019 paving.

**T2 Systems, Inc.** – Trustee Sennett said the letter to T2 Systems is for the Board's consideration. Chief Coon referenced the problems with the pay stations earlier in this meeting. ITS is supporting our parking

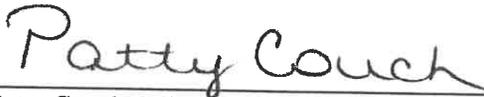
meters and we'd like them for service on our pay stations. Trustee Stokes-Cawley asked when any agreement with Ber-National ends. Trustee Sennett said she is not sure. **Resolution #2019-210:** On the motion of Trustee Sennett, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to send the letter to the pay station vendor to give ITS access to the pay stations.

**Approval of Bills – Resolution #2019-211:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #8 be audited and paid as follows:

Abstract #8

General Fund	Vouchers #261-317	Checks #22382-22438	\$110,864.21
Sewer Fund	Vouchers #48-63	Checks #6139-6154	\$ 20,723.37
Electric Fund	Vouchers #68-79	Checks #6994-7005	\$ 9,227.09
Water Fund	Vouchers #33-45	Checks #4629-4641	\$ 5,708.78
Water System Improv.	Vouchers #42-48	Checks #1044-1050	\$317,451.45

**Executive Session – Resolution #2019-212:** On the motion of Trustee Stokes-Cawley, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) to enter into an Executive Session on a Personnel Matter at 7:52 p.m. **Resolution #2019-213:** On the motion of Mayor Hubbard, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to move out of Executive Session and immediately adjourn the meeting at 8:24 p.m.

  
 Patty Couch, Vil. Admin./Clerk-Treasurer

# Exhibit "A"