

**VILLAGE BOARD OPERATIONS MEETING MINUTES  
OCTOBER 4, 2019  
9:00 A.M.**

**PRESENT:** Mayor Hubbard, Trustees Sennett and Zapata, Dick Perkins\*

**Others:** County of Onondaga Community Development Division Director Martin Skahen\*

Mayor Hubbard called the meeting to order at 9:00 am.

**Part-time Back-up WWTP Operator** – Mayor Hubbard said that with WWTP Operator Adam Twitchell being away at “water school” next week, there is some urgency to hire a part-time back-up WWTP Operator. Yesterday Adam provided Thomas Flett’s Certificate of Liability Insurance, copies of his NYSDEC and NY Water Environment Association Grade 2A Wastewater Treatment Plant Operator and NYSDOH Grade D-Distribution System Water System Operator licenses, and three recommendations. Adam recommends hiring Mr. Flett who is excited to work for the Village of Skaneateles. **Resolution #2019-226:** On the motion of Trustee Sennett, seconded by Trustee Zapata, it was resolved and unanimously carried (3-0 in favor) to authorize hiring Thomas E. Flett, Jr. as the part-time back-up WWTP Operator at \$30.00 per hour, effective immediately.

**East Lake Street** – Mayor Hubbard reported that NY State will be doing all of Route 20 this year – milling and paving from Village line to Village line. Villager is finishing up on Genesee Street so residents will see beautiful new pavement. The State is not going to mill and pave East Lake Street this year – it will be done next year. Given NY State’s new schedule, there is no more time crunch so we can do the curbing on East Lake Street. Dick Perkins said the State DOT will do East Lake Street early next spring. Mayor Hubbard said the Village Board authorized granite curbing on East Lake Street at a cost of \$76,000 for the materials. As discussed at the October 1, 2019 Operations Meeting, D. E. Tarolli has the county contract for this type of excavation work and quote equipment and manpower per day. Mayor Hubbard recalled working with Tarolli years ago when they finished West Lake Street for us. We can pony onto the County Contract and use D.E. Tarolli through the County Contract at a cost of \$4,500 per day. It was suggested that Dick Perkins supervise the work. Discussion continued to establish a not-to-exceed amount, recognizing that the amount could be re-assessed if necessary. **Resolution #2019-227:** On the motion of Trustee Sennett, seconded by Trustee Zapata, it was resolved and unanimously carried (3-0 in favor) to hire D. E. Tarolli to do excavation prep work for curbing on East Lake Street not-to-exceed \$45,000.00, and that the work will be supervised by Dick Perkins to ensure timeliness and that the Village’s interests are met.

Mayor Hubbard brought up the idea of installing sidewalks on East Lake Street south of Sachem Drive on the east side and said he thinks the time is now. He noted that Slipform Concrete did a great job with the new sidewalks on Onondaga Street and W. Elizabeth Street. Trustee Sennett said she is concerned about money and knows that there is VIP money, but we keep dipping into that. Dick said he measured the area and calculated that the 1,650’ would cost around \$72,600. Mayor Hubbard said no decision has to be made right now, he just wanted to get the idea out there. He also talked about CHIPS money, noting that former DMO Harty did not submit an application one year, so with a cumulative rollover balance, we have a total of about \$71,000. Mayor Hubbard said he and Clerk/Treasurer Couch will be working on submitting for CHIPS. Trustee Zapata said the 2017 sidewalk information needs to be deleted from the website. \*Dick Perkins left the meeting.

**Community Development** – Marty Skahen, County of Onondaga Community Development Division Director joined the Board at the table and explained that County Executive McMahon is offering up to five villages up to \$300,000 to improve village main streets. It is a comprehensive grant program that provides

funding for local revitalization efforts to grow the village retail business district. County Executive McMahon believes that the village business revitalization that involves aesthetic improvements, business creation/retention, and beautification will lead to healthier and more economically vibrant communities. Partnerships between Onondaga County Community Development, Village leadership and small businesses will help to attract opportunity and encourage investment. Mr. Skahen said there is flexibility – it's a pretty fluid program. At this point he is just getting the word out. Trustee Sennett advised that she and Trustee Zapata are meeting with some folks from SMTC, NYS DOT and Onondaga County Planning on October 15. She said she would like to apply for funding to do a pedestrian and vehicle safety study in the downtown village area. Mayor Hubbard said he is glad to hear that this is local. He said there hasn't been anything in writing, but the State said they will re-build Rte. 20 in 2024 from Village line to Village line and that will include new granite curbing. Mayor Hubbard suggested that perhaps Thayer Park could be "renovated" to look more like Clift Park with a mixture of brick and sidewalk. Mr. Skahen said this is more to help address problems with commercial properties. It is not limited to a street, but is more focused on buildings in the downtown area. Some properties on Fennell Street were discussed. Trustee Sennett asked about Community Development funding to make public restrooms handicapped accessible. Mr. Skahen said he will look into it further, but is fairly certain the gazebo restrooms would qualify through a capital project application. \*The Board thanked Mr. Skahen before he left the meeting.

**Adjournment** – Resolution #2019-228: On the motion of Trustee Sennett, seconded by Trustee Zapata, it was resolved and unanimously carried (3-0 in favor) to adjourn the meeting at 9:58 a.m.

Respectfully submitted,

  
Patty Couch, Vil. Admin./Clerk-Treasurer