**VILLAGE BOARD MEETING MINUTES**
**MAY 14, 2020**
**7:00 P.M.**

**PRESENT**: Pursuant to Executive Order 202.1 issued by Governor Cuomo, this meeting was conducted via Microsoft Teams conference call with Mayor Hubbard, Trustees Eriksen, Sennett, Stokes-Cawley, and Zapata, Police Chief Coon*, and Village Attorney Pavlus indicating they were present at roll call.

**Others**: Jason Gabak* Skaneateles PRESS

**Minutes** – **Resolution #2020-112**: On the motion of Trustee Eriksen, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to approve the Minutes of the Regular Meeting of May 6, 2020, as presented.

**Correspondence & Announcements** – Mayor Hubbard noted the following:
- Receipt of NYCOM Advocacy Update – May 7, 2020.
- Receipt of a nice letter from the SVFD advising that Insurance Services Office (ISO) are coming out to resurvey our community as part of their continuing program to keep insurance classifications up to date. Chief Buehler outlined the collaborative effort between the Village and Town and SVFD that will need to be undertaken to complete the tasks prior to ISO visiting in September/October. Mayor Hubbard said he and Trustee Zapata met with Chief Buehler and President Lynn last week and they were appreciative of our efforts. Trustee Zapata said she learned today that Town Counselor Alexander will meet with all too. In response to Trustee Sennett, Trustee Zapata agreed to keep everyone up to date.
- Receipt of requests from Skaneateles High School Principal Gregory Santoro – 18" X 24" yard signs for each graduating senior in Clift Park and a street banner. Mayor Hubbard said the school requested permission to put two banners up across Genesee Street – one at the Eastern Gateway near the Village line, and one at the Western Gateway near Mirbeau. Electric Superintendent Reap was contacted and he and Line Leader Abbott surveyed the locations. They indicated we are all set with the two locations. Mayor Hubbard noted this discussion is specific to banners. In response to Trustee Sennett, Mayor Hubbard said the Light Department will put up the banners. In response to Trustee Zapata, Mayor Hubbard gave an example of how the banner would hang at the Western Gateway – from a pole at the cemetery across Genesee Street to a pole at Mirbeau, 20' in the air so that any vehicles will be able to pass under. Trustee Zapata asked what the banners will look like. Mayor Hubbard said we could request a picture. Trustee Zapata said she would like to see what they have planned. In response to Trustee Sennett, Chief Coon said he is okay with the banners as long as they high enough for a tractor trailer to pass under. Mayor Hubbard said a verbal okay was given, after which the school contacted the manufacturer. He said he doesn't know the time frame, but they will probably put them up as soon as they get them. Trustee Zapata asked if we will allow them up to graduation weekend. Mayor Hubbard said that is a good point – establish an end time. Trustee Zapata said she'd be okay with saying to the end of June. Trustee Eriksen said he assumes it is scheduled for the same weekend. Chief Coon said he doesn't think they will have a ceremony in June. There is a special event tomorrow night from 8:20 – 8:40 p.m. with a parade of cars at the high school. The Fire and Police are jointly helping with traffic and social distancing. **Resolution #2020-113**: On the motion of Trustee Stokes-Cawley, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to allow the Skaneateles High School to put two banners up at the Eastern and Western Gateways until the last day of June, 2020. Mayor Hubbard asked about signs. Trustee Sennett said she has no news, but heard about an idea to put signs in the park for a photograph. That idea may have been scrapped, but she doesn't know. Mayor Hubbard reiterated that the Board considered just banners tonight. Any expectation for signs needs to come through the school. Trustee Eriksen said the duration of time is the big concern. He asked if they requested a shorter period. Trustee Sennett said not formally, but she heard about a short period of time – we need to know. Trustee Zapata said Principal Santoro's email mentions signs. Mayor Hubbard said when Clerk Couch contacts Principal Santoro about the resolution approving banners, she can ask for a picture of the banners, advise that only the banners were considered, make note of the end of June timeframe, and advise that Trustees Sennett and Zapata would like to meet with him at the park for more

specifics about the signs.
- Receipt of Glens Falls National Bank LOSAP Statement for April 2020.

*** Other Matters That Have Come Before the Board since Posting the Agenda***
- Receipt of NY Power Authority Firm Hydro Letter for June 2020.
- Receipt of email from Chamber Executive Director Fenner advising that the Duck Dash has been moved from June 19 to September 26, from 3-5 pm.
- Receipt of NYSDOT letter regarding Yellow Structural Flag issued for the Kelley Street bridge. Mayor Hubbard said it is curious that we received another letter as we haven't received a response from TDK's letter - we will follow-up.
- Receipt of email regarding "Limited" Resumption of Town and Village Court Operations.
- Receipt of NYCOM Advocacy Update email of May 13, 2020.
- Receipt of emails about Pride Flags.
- Thank you to Beak & Skiff for their very generous donation of sanitizer. Several bottles were delivered to the Village Office and were distributed to the DPW, Light / Water, and the Police Department.
- Receipt of postcard announcing that the 2020 Antique Boat Show is cancelled.

**Police Department** – Mayor Hubbard confirmed that the Police monthly report for April was emailed and recorded activity as follows**: Incident Types**: 191 Calls for Service; **Criminal**: 1 Larceny; 0 Identity Theft; 0 Forgery; 1 Burglary; 0 Robbery; 3 Criminal Mischief; 0 Domestic; 2 Harassment; 0 Sex Offence; **Non-Criminal**: 1 Vehicle Lockout; 856 Property Check; 7 Ambulance Calls; 5 Fire Calls; 1 Alarm; 3 Recovered/Found Property; **Traffic**: 6 Total Traffic Stops; 4 Traffic Tickets Issued; 18 Total Parking Tickets; 0 Courtesy Cards; **Motor Vehicle Accidents**: 0 Property Damage; 0 Personal Injury; Arrests: 0 Felonies; 0 Misdemeanors; 0 Violations; 0 DWI. Chief Coon said everything is way down, not surprising with the pandemic. Relative to the pay stations, Chief Coon said he received an email from ITS and learned that their team is in Delaware this week. They plan to be in Skaneateles next week, but will confirm that. The pay stations will be uncovered after the upgrades are made. ITS will also fix any broken meters. Mayor Hubbard said this brings to mind Trustee Sennett's email about the discount structure when purchasing multiple parking passes at one time. With this year's pandemic, April was free and we are now well into May with covers still on the pay stations. **Resolution #2020-114**: On the motion of Trustee Sennett, seconded by Trustee Zapata, it was resolved and unanimously carried (5-0 in favor) to extend free parking in the Municipal Lot for the remainder of May and going forward, keep the rate at $50 per month with no discount.

Trustee Stokes-Cawley asked Chief Coon what the officers have been asked to say to people who are not social distancing. Chief Coon confirmed that the officers have been approaching people and very diplomatically giving them a reminder of social distancing and masks. There have been no problems. Trustee Stokes-Cawley said she appreciates that. Trustee Zapata agreed and thanked the officers and Chief Coon for all the extra work during this pandemic. Chief Coon said luckily, no one has been sick and he hopes that continues.

**Codes Enforcement** – Mayor Hubbard noted receipt of CEO Cromp's report that recorded 1 Foundation Inspection; 1 Final Inspection; 3 Fire Inspections; 11 Building Permits; Construction opening up in Onondaga County May 15, 2020, Codes Office is back to normal. Trustee Sennett said she plans to talk to CEO Cromp about the report and what exactly back to normal means.

**WWTP** – Mayor Hubbard noted receipt of WWTP Operator Twitchell's report for April 2020. Mayor Hubbard said it appears that Operator Twitchell is doing a good job. With the help of back-up Operator Flett, they have been doing quite a bit of maintenance at the plant.

**Skaneateles Volunteer Fire Department** – Mayor Hubbard said normally one of the Chiefs would be present to read the report aloud, but they are having a meeting about Labor Day tonight. He noted that the Trustees have copies of SVFD Chief Buehler's report for April 2020 that recorded activity as follows:

**Calls for the month of January**: 18 Total Alarms; 2 Structure Fires; 0 Vehicle Fires; 0 Vegetation Fires; 4 EMS; 0 Rescue; 1 Motor Vehicle Accidents; 1 Extrication; 2 Hazardous Condition; 2 Service Call; 0 Good Intent Call; 7 False Alarms; 0 Cancelled Enroute; 0 Other; 3 Mutual Aid Given; 10 Mutual Aid Received; 15.6 Avg. Personnel; 1:52 Avg. Enroute time; 4:31 Avg. On-scene Time; 0 Meeting; 2 Drills; 46 Training; 7 Miscellaneous; 0 Stand-by. Member hours for April 2020 totaled 511.

**Trainings for the month:** On-line training is being done.

**Meeting for the month**: Labor Day – 5/14-19:00 via Zoom; Officers – 5/27 at 19:00-via Zoom; Truck – TBA; Trustees & Board of Directors – 5/28 at 19:00 via Zoom.

**Other Business**: • Work is continuing on the ISO follow up inspection. • We are hoping to have WR-2 in the water at the docks at the Country Club sometime this month, just awaiting the new fire pump to be installed on it. • Tickets are now available for the High Stakes Money Drawing and are available from any firefighter or online at www.skaneatelesvfd.com. As of May 4th, 488 tickets have been sold. The 3-$100.00 monthly drawing winning ticket numbers are 25,155,401. This year there are only 850 tickets available for purchase. Mark your calendars now for the 8th Annual Casino Night and High Stakes Money Drawing scheduled for Saturday, September 26, 2020 at Skaneateles Station #1.

**Old Business**

**Status of New Seawall Grant / Clift Park Improvements** – Mayor Hubbard said he has been remiss on getting a letter out to the grant people in Albany; he again noted that NYCOM's Deputy Director Van Epps may be able to assist.

**Status of Water Main Project** – Mayor Hubbard said he saw a load of manholes that came and there has been a lot of exploratory work for potential conflicts. Project Manager Dick Perkins seems to be happy, the road closure sign is up again, and full-fledge excavation work will begin next week. Trustee Stokes-Cawley said she noticed the temporary water lines are in and there is not a lot of digging. Mayor Hubbard said GHD has been here relative to chlorination and testing of the temporary line.

**New Business**

There was no new business.

**Approval of Bills** – Trustee Sennett asked about Electric voucher 261. Clerk/Treasurer Couch explained that the Electric Department is reimbursing the General Fund for Electric Superintendent Reap's pay from 1/12-5/3/2020 that was paid by the General Fund. In response to Trustee Sennett asking about the two Sewer Department payments to Bauer Brothers, Mayor Hubbard said when the DPW can't get a line unplugged, Bauer Brothers is called. **Resolution #2020-115:** On the motion of Trustee Sennett, seconded by Trustee Eriksen, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #24 be audited and paid as follows:

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| General Fund | Vouchers #1035-1071 | Checks #23156-23192 | $49,775.05 |
| Sewer Fund | Vouchers #91-102 | Checks #6318-6329 | $11,818.12 |
| Electric Fund | Vouchers #261-272 | Checks #7187-7198 | $65,448.12 |
| Water Fund | Vouchers #137-142 | Checks #4733-4738 | $ 2,554.52 |
| Capital Project | Vouchers #75-78 | Checks #1077-1080 | $39,860.88 |

*Police Chief Coon and Skaneateles PRESS Editor Gabak left the meeting.

**Executive Session** – **Resolution #2020-116**: On the motion of Trustee Eriksen, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor), to move into Executive Session

for attorney/client advice and potential litigation at 7:33 p.m. **Resolution #2020-117**: On the motion of Trustee Sennett, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to end the Executive Session at 8:19 p.m.

**Governor's Executive Order** – **Resolution #2020-118**: On the motion of Mayor Hubbard, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) that the Village of Skaneateles continue the directive in the Governor's Executive Order, per articles 202.16 and 202.17, to provide face coverings to Village employees.

**Parkside FOIL** – **Resolution #2020-119**: On the motion of Trustee Eriksen, seconded by Trustee Stokes-Cawley, it was resolved and unanimously carried (5-0 in favor) to sustain the May 13, 2020 FOIL appeal to the extent necessary.

**Adjournment** - **Resolution #2020-120**: On the motion of Mayor Hubbard, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 8:23 p.m.

Patty Couch

Patty Couch, Vil. Admin./Clerk-Treasurer