

**REGULAR MEETING, VILLAGE BOARD OF TRUSTEES
MONDAY, NOVEMBER 23, 2009
7:00 P.M.**

PRESENT: Mayor Bob Green, Trustees Marc Angelillo, Kathryn Carlson, Sue Jones, and Tim Lynn, Codes Enforcement Officer (CEO) Jorge Batlle, Director of Municipal Operations (DMO) Bob Lotkowitz, Police Chief Lloyd Perkins, SFD Chief Bob Frank, Village Historian Pat Blackler, Village Attorney Mike Byrne

OTHERS	Nate Robson	Skaneateles JOURNAL (Auburn CITIZEN)
PRESENT:	Miranda Pennock	Skaneateles PRESS
	Cliff Abrams	37 State Street
	Gail Callaway	5K Run to Benefit Todd's Fund
	Erica Davis	Creekside Book Store

Minutes

On the motion of Trustee Jones, seconded by Trustee Carlson, it was resolved (3-0 in favor) to approve the minutes of the Regular Meeting of November 9, 2009, as presented, with Mayor Green and Trustees Carlson and Jones voting in favor. Trustees Angelillo and Lynn, who were absent from the meeting of November 9th, abstained from voting.

Bills

On the motion of Trustee Lynn, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #12 be audited and paid as follows:

General Fund	Vouchers	449 - 493	Checks	11460 - 11504	\$185,984.51
Sewer Fund	Vouchers	107 - 114	Checks	3412 - 3419	6,753.42
Water Fund	Vouchers	77 - 83	Checks	2885 - 2891	9,185.96
Electric Utility	Vouchers	125 - 142	Checks	3941 - 3958	75,164.70

It was further resolved to authorize payment of \$1,409.55 to Ber National Controls, Inc. from the parking Trust Fund CM 24 (T&A #49718) to repair the thermal receipt printer on Machine 2.

5K Run to Benefit Todd's Fund

Gail Callaway explained that in this economic time, they feel a second fundraiser is needed. They're proposing a 5K (3-1/2 mile route) on Saturday, February 2nd at 10 a.m., noting that runners enjoy winter running and only Baldwinsville and Cazenovia have winter races. Chief Perkins offered to help with determining the route and suggested they contact SPLASH, whose 5K course is US Track & Field Certified. Mayor Green suggested they see if they could tie-in with the Sunrise Rotary's Winterfest. It was agreed that they'll come back before the board for approval when plans are more finalized.

Truck Traffic

Mayor Green referenced Assemblyman Barclay's November 20th letter and, noting that he inquired of Barclay's office why the letter wasn't sent to all residents. Apparently with the tight budget, they ran out of envelopes. Mayor Green clarified the letter's 25-mile rule, stating that Routes 81 and 20 are qualifying routes of the national highway system.

Benoit Compliments to DPW

Mayor Green referenced Ellie Benoit's letter which states they "were very impressed with the workmanship of the DPW employees" in replacing their sidewalk (57 East Lake Street).

Manring Letter on Parking Tickets

Mayor Green referenced Margaret Manring's letter protesting the two overtime parking tickets she received, although she acknowledged that she was late in returning to her car. Trustee Jones said she'll call to explain our need to turn over parking spaces.

Carol and John Young's Letter on Proposed Tear-Down

Mayor Green reported that when he received the Young's letter, he forwarded it to the Historic Landmarks Preservation Commission by way of Pat Blackler who has a mailbox at the Village Office. CEO Officer Batlle reported that the Keady application for 4 East Genesee Street is official today. HLPC Member Blackler thanked Trustee Jones for attending the HLPC meeting on November 16th.

Lake Watershed Meeting

Mayor Green reported that the Skaneateles Lake Watershed Association will meet on Wednesday, December 9th at 6:15 p.m. at the First Presbyterian Church.

P&C Notice, Discontinuing Operations

Mayor Green said he received notice from the Penn Traffic Company that the P&C grocery store will be closing on February 15, 2010. He said he hopes they are able to find other sources of financing.

Firemen's Legislative Breakfast

Mayor Green announced that the Onondaga County Volunteer Firemen's Association will hold its annual Legislative Breakfast, February 6th at the Comfort Inn in Liverpool. Attorney Mark Butler from Erie County will present the "5 Biggest Issues for Authority Having Jurisdiction and Delivery of Fire Protection".

UV Disinfection Project

DMO Lotkowitz reviewed the updated budget estimate (\$400,000 without the engineering costs) and schedule (fully implemented and commissioned before April, 2011). He's secured a second quotation from Calgon (of Pittsburg), who will provide shop drawings, as Trojan (of Ontario) offered to. Both of these firms are approved by the DEC and DOH. DMO Lotkowitz plans to put together an RFP in January. Mayor Green said we'll need to go out to bid and Village Attorney Byrne said a component of the bid spec would be equipment approved by the DEC and DOH. DMO Lotkowitz said there may be other firms who get approval in the interim.

Automated Meter Reading (AMR) Project Update

DMO Lotkowitz reviewed his report of approved costs, units installed and expenditures, and the units remaining to be installed and total costs. He noted that the Municipal Board is concerned about the district water meters and some larger service meters (Packwood House and Stella Maris) which were not included in the original project estimate. As of the end of October, nearly 50% of the single phase electric meters have been installed, 15% of the water and 21% of the water endpoints. To date, starting with the southwest corner of the Village, we've had to replace all the water meters. Trustee Lynn recalled that 700 water meters was the upper limit of the original estimate. DMO Lotkowitz said we're continuing to send out letters to schedule the meter change and are working "every hour of every day" to get them installed. In discussing the district water meters, DMO Lotkowitz said we've replaced one and have four more to do (one district has two meters in the pit). Trustee Jones commented that the month-to-month progress is impressive. Village Attorney Byrne said as the utility company, you have the right to install your own meters. Ultimately, it's the Village Board's decision whether to replace them and when and coordinate the replacement with the Town. On the motion of Trustee Angelillo, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to replace the five district meters serving the Town, as recommended by the Municipal Board.

Parking Committee Report

Trustee Carlson said the collection of outstanding parking tickets has been problematic with only 40-45% on average having been returned over the last three years. It's an issue if we want to promote turn over of metered spaces. She said we don't have an effective means of enforcement. Use of the "accusatory instruments" is labor-intensive and is not happening with any consistent frequency. There's inequity in that some folks pay, others go to court and get the ticket dismissed, and a majority don't pay. She said after Chief Perkins communicated with the Police Chiefs' Forum and reported that using a wheel lock is an effective deterrent (one "boot" would cost less than \$500 and is used rarely), the committee went under

Parking Committee Report (Cont'd)

the assumption that the wheel lock would work for us. The committee drafted and circulated a policy statement. Trustee Carlson showed a 46-page report of overdue/unpaid parking tickets which Deputy Clerk Couch had printed out. To make this work, she said we need better linkage between the police, the village office, court and dispatch, and the Committee is considering a web-based data base system. The elements of the draft policy were reviewed (30-day amnesty period, system-generated letter with another 30-day period with the ticket at the original cost, then double the fee). The notices would state that unpaid accounts may ultimately result in the vehicle being immobilized by the wheel lock and/or impounded. The software vendor with whom they met was confident that system-generated letters could be easily done. Trustee Carlson said the committee needs feedback from the Board. Chief Perkins said many municipalities use the boot successfully (Syracuse, Auburn, Solvay), but Lake Placid is most similar to us. They have only used the wheel lock twice in the past four years; their meter revenue is up, and the number of tickets written has decreased. He said Lake Placid had very little public outcry, but you need to give folks a chance to pay. Trustee Carlson said the goal with this is to reduce the labor intensity of the process. With a customized, web-based system, you would open the program each day and the program knows who needs letters. Jorge Batlle said it sounds like a great idea, but how do you handle the situation where an individual has multiple tickets, but has left the area and Trustee Carlson said she did see in the report where one vehicle got twenty tickets in 2003 and then was never ticketed again. Chief Perkins acknowledged that there will be some tickets we won't collect, but we'll do as best we can. He said we'll work to wipe the slate clean and then go forward. Village Attorney Byrne said he needs to research whether we can go back in time to immobilize vehicles ticketed prior to the enactment of a new local law. Trustee Carlson observed that there will be instances where the plate number is no longer valid. Trustee Lynn encouraged that the system be very much customized and "relaxed", such that we start collection efforts slowly and move into more aggressive stages. Chief Perkins emphasized that the existing back log is nobody's fault. There's no teeth in the system now and it's very labor intensive. Trustee Carlson said the web-based system has a \$250 monthly fee. The vendor maintains the system and does the back-up. Village Attorney Byrne suggested that it might be worth looking into other systems. Trustee Carlson said we have to fix the communication with persons who have been ticketed, and Trustee Lynn said anyone in the loop should be able to check the status of any ticket. Trustee Carlson said the system would be password protected and different users would have different kinds of access. Village Attorney Byrne noted that this approach is very different from the options presented several years before. Chief Perkins said the officers will still write the tickets and the data will have to be initially entered, but then the letters will be system-generated. There was general agreement that our size doesn't warrant the more elaborate systems with the handheld "gizmos". Chief Perkins said this company is in Solvay and the Village of Solvay uses the system. He's not aware of any other installations, but it's a new system and they are looking to expand. Village Attorney Byrne commented that he'll have drafting to do on a proposed local law that the committee needs to be comfortable with. Trustee Lynn said the software will need further investigation, but \$500 (for the wheel lock) to bring fairness is good and the Board concurred. The Trustees agreed to move forward to consider a local law.

Local Law #3 of 2009

Mayor Green noted that after the proposed local law was amended to only have a 3-way stop at the intersection of Fennell and Kelley Street, the public hearing was closed, and no vote was taken until the full board could be present. He reported that he did receive a phone call from Helen Hoffman (31 Fennell Street), saying she is very much against the proposal. Mayor Green explained that he's opposed because he doesn't feel the vehicle or pedestrian traffic warrants the 3-way stop, it will create a safety issue, and is an invitation for folks to park in the P&C lot and cross the street. Trustee Carlson said she favors the proposal because she feels there are a lot of people walking in that area and she's witnessed the difficulty a mom with pre-schoolers and a stroller had trying to cross the grass and down over the curb to access the Creekside store. She further noted that it is a designated commercial district and we should encourage pedestrian use. Trustee Angelillo said he's opposed because it will encourage parking in the P&C lot, which they would likely object to. He admitted that he doesn't walk in the area, although he drives there from one to ten times a week, and he doesn't witness folks trying to cross. He feels the stop signs just slow traffic. Mayor Green reminded the Board that if we create the stop, we'll need to add curb cuts for

Local Law #3 of 2009 (Cont'd)

handicapped accessibility and Trustee Carlson suggested that would only be required on one side. Trustee Lynn said he wants the area to be downtown commercial, but it now is unfriendly to pedestrians. There is just no way to cross Fennell safely and there needs to be a point where pedestrians can cross. Trustee Jones asked if there would be any way to try it and Chief Perkins responded that we create the 3-way stop by local law, so we could abolish it by local law. Mayor Green said he'd asked Chief Perkins to check the history on the intersection and in the past five years there have been no police reports of accidents, although Chief Perkins said there's no way to gauge near misses. On the motion of Trustee Carlson, seconded by Trustee Lynn, it was resolved to adopt Local Law #3 of 2009, to create a 3-way stop at the intersection of Fennell Street and Kelley Street. Voting in favor: Trustees Carlson, Jones, and Lynn. Voting against: Mayor Green and Trustee Angelillo. Motion carried 3-2 in favor.

Private (Priority) Line Radios

DMO Lotkowitz reported that to change the radio frequency to the PL line, he'd need a portable radio for himself and thirteen radios for the department vehicles (8 DPW, 4 Light and Water) at a total cost of \$6,691. Chief Perkins explained that the radio technology isn't new, it's simply new to that frequency. By using the frequency, Dispatch is able to avoid having to squelch out static. The result is reception from areas which were previously dead spots, so it's obviously an issue for the fire department. The new PL frequency was installed in March, but later switched back because the Village departments couldn't communicate with Dispatch without changing their actual radios. DMO Lotkowitz said he didn't know the fire department was making this change. He didn't budget for them and questioned where they'd be charged. SFD Chief Frank said the fire department won't pay to put radios in the DPW trucks. Clerk Sheehan said no one budgeted for them, so ultimately they'll overdraw an account and be adjusted from contingency. Trustee Lynn said it's a safety issue for the fire department. On the motion of Trustee Lynn, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to authorize the purchase of 13 radios for department vehicles and 1 portable radio for use by DMO Lotkowitz at an installed cost of \$6,691.

Advertise Critical Impact Permit Hearing

On the motion of Trustee Lynn, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to authorize advertising for a public hearing at 7:30 p.m. on December 14 to consider a Critical Impact Permit for Michael Wahlrab, 31 Jordon Street. CEO Batlle agreed to get background packets to the Board and Village Attorney Byrne.

Authorize Inspection of Water Tank

Mayor Green noted that the Municipal Board has recommended that the Aquastore water tank be inspected. Trustee Carlson asked what's the rationale and Trustee Angelillo responded that the Municipal Board felt if there were problems with one tank, there may be with the other and they're concerned with its structural integrity. On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to authorize arranging for an inspection of the Aquastore tank. DMO Lotkowitz reported that he is getting another proposal for the tie-rod work on the first tank.

Health Insurance Broker of Record

Village Clerk Sheehan stated that we haven't had an Excellus contact person since we switched from the experience-rated to community-rated plan. As the Excellus plan offerings are modified, it's helpful to have someone to interpret the changes. Village Attorney Byrne said designating a broker authorizes him to contact our provider to secure information for us and there is no additional charge. Trustee Lynn said the arrangement is very portable and simple to change with another letter to our provider. On the motion of Trustee Angelillo, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Green to sign the letter designating Doug Grucza as our Broker of Record for the Village's health insurance.

Executive Session for Attorney/Client Meeting

At 8:50 p.m., on the motion of Trustee Jones, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to enter into an Executive Session for an attorney/client meeting. The Executive session ended at 10 p.m.

Hitching Post Horse Head Posts

Following discussion and review of CEO Battle's 1987 photographs, the Board agreed that having secured the owner's permission, Sherry Horrocks application to remove the existing four horse head posts and install two of them outside her business, provided that the holes be repaired with the same material as abuts the holes (concrete or brick pavers) and the two poles by her steps not protrude beyond the outside step.

Utility Billing

Clerk Sheehan reported that when some of our October utility bill post cards were returned to us by the Post Office, having been split when processed by Syracuse or Camillus, we identified the customer and forwarded the bill. A few, additional "halves" arrived today and the Board agreed that the October penalty on those accounts should be removed prior to the November billing. Clerk Sheehan said we are arranging to change our bill to a standard 8-1/2 x 11 page in a window envelop. Trustee Jones said that will also allow us to include special notices and messages.

Tax Collector's Software

On the motion of Trustee Lynn, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to authorize Clerk Sheehan to secure the Williamson Law Book Tax Collector's software and arrange for training and on-going support.

The meeting was adjourned at 10:05 p.m.


Sally L. Sheehan
Village Clerk