

Sheehan

**REGULAR MEETING, VILLAGE BOARD OF TRUSTEES
MONDAY, MAY 12, 2008
7:00 P.M.**

PRESENT: Mayor Bob Green, Trustees Marc Angelillo, Kathryn Carlson, Sue Jones, Tim Lynn, Codes Enforcement Officer Jorge Batlle, Director of Municipal Operations John Hunt, Police Chief Lloyd Perkins, SFD representatives Chief Eric Sell, President Kathy Murphy, 2nd Lieutenant of Station 2 Dave Card, Village Historian Pat Blackler, Village Attorney Byrne

FOR THE TOWN: Town Supervisor Phil Tierney, Councilors Jim Greenfield, Ellen Kulik, and Dave Laxton, Town Clerk Janet Aaron, Budget Officer Bridgett Winkelman, Town Attorney Pat Sardino

OTHERS PRESENT:	Nathan Robson	Skaneateles JOURNAL (Auburn CITIZEN)
	Cliff Abrams	37 State Street
	Paul Higman	Skaneateles Boys and Girls Soccer Booster Club
	Sue Dove	Executive Director, Skaneateles Chamber of Commerce
	John Paddock	Chairman, Dispatch Strategic Planning Committee
	Jeff Willis	Fingerlakes Communications
	Tom Clark	Fingerlakes Communications
	Dave Stevenson	Onondaga County Emergency 9-1-1
	Chris Watson	Penn Traffic

DPW HELP: Cliff Abrams thanked the DPW for their help with a sewer problem last Friday. He said they were on site from 1-8 p.m. and everybody worked hard.

MINUTES: On the motion of Trustee Carlson, seconded by Trustee Jones. it was resolved to approve the minutes of the Regular Meeting of April 28, 2008, with the **CORRECTION** of showing that Trustee Carlson was present. Voting in favor: Mayor Green, Trustees Angelillo, Carson, and Jones: Abstaining: Trustee Lynn (who as absent). The motion carried 4-0 in favor with one abstention.

BILLS: On the motion of Trustee Lynn, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #22 be audited and paid as follows:

General Fund	Vouchers 1113 - 1163	Checks	\$261,820.72
Sewer Fund	Vouchers 225 - 236	Checks	24,374.48
Water Fund	Vouchers 168 - 175	Checks	11,600.83
Electric Utility Fund	Vouchers 318 - 330	Checks	19,057.88

It was further resolved to authorize payment of \$23,096 to Solvay Bank for principal and interest on the B.A.N. for the Central Parking Lot Improvements from the Parking Trust (CM24) with T&A Check #45986.

OP.MTG.: Mayor Green announced that the Village Board will hold an Operational Meeting on Monday, May 19th, at 5:30 p.m. to review financial statements with the village auditors.

BLOOD DRIVE: Mayor Green announced that blood drives will be held at the new Fire Station on May 17th and July 17th.

MAYORS' DINNER: Mayor Green reported that Skaneateles will host the County Mayors' Association meeting on May 21st at the new Fire Station, with dinner catered by the Ladies Auxiliary.

HAZ.MATS.: Mayor Green reported that Onondaga County is forming a Hazardous Materials Planning Committee with representatives from each municipality and the Mayor will appoint a Village representative in the future.

DOCK LI-CENSE & BOAT SHOW: Mayor Green noted that the Chamber of Commerce sought approval for the Antique Boat Show last February, but the Village delayed action pending negotiation of a license agreement for the temporary docks, which has been worked out. Village Attorney Byrne confirmed that the proposed agreement includes the latest revisions made by the Village Board and the Chamber has provided a written plan for operation of the dock.. On the motion of Trustee Lynn, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Green to signing the one-year license agreement with the Chamber. On the motion of Trustee Jones, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to authorize the Chamber to host the Antique Boat Show, July 25-27. Village Attorney suggested there be a meeting after the season to identify any issues with the operation so that the license agreement can be renewed as early as possible. Mayor Green said the next agreement may be multi-year.

SANDWICH BOARD: No representative from Stella Maris was present to request permission for sandwich board signs to promote their Strawberry Ice Cream Festival.

FESTIVAL CONCERT: On the motion of Trustee Jones, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to authorize the Skaneateles Festival to sponsor the Turtle Island Quartet in a free community concert at the gazebo on Friday, August 8th at 2 p.m. The regular Friday Night Community Band Concert set-up crew should be notified to adjust their schedule accordingly.

DISPATCH EQUIPMT.: Dave Card, Chairman of the Dispatch Strategic Planning Committee, provided a handout to the Village and Town Boards and reviewed the Committee's recommendations: to move the dispatch office to the new fire station, upgrade equipment estimated at \$75-125,000, monitor the 911 system changes, and consider a longer-term Town/Village dispatch contract. He noted that the Committee's decisions and recommendations have been unanimous and the recommended dispatch security procedures have been accepted. The estimated budget includes: \$32,000 for radio equipment, \$6,600 for security cameras (3 outside on the south and east sides of the building and 2 cameras in the dispatch office, which can be viewed by SAVES and from home by the Police Chief and Fire Chief), the alarm panel at \$4,850, counter modifications at \$2,000, moving telephone lines \$5,000, telephone equipment \$1,900, furnishings and other equipment \$15,000, and a contingency budget of \$6,500 to change the window facing the hall to a sliding window and other unidentified items for a total of \$73,850. Jeff Willis of Finger Lakes Communications (FLC) explained that with over twenty years of 24/7 service and maintenance of the Village equipment, he feels the Zetron 4010 console fits what the Skaneateles Dispatch Center does. Village Attorney Byrne clarified that the Zetron console is included with the radio equipment estimate of \$32,000 and Mr. Willis said the console is about \$14-18,000 with installation. Village Attorney Byrne confirmed that the Zetron console is not under State contract whereas the Motorola Command Star unit is, but at a cost of \$26,000. Mr. Willis FLC is also a Motorola distributor, but State contract pricing is not always the cheapest, especially when you factor in the component parts required to make the system work. Mr. Byrne said the console is the only element that would need to be bid and in light of the long and satisfactory service relationship the Village has enjoyed with FLC and to the

DISPATCH
(Cont'd:

Village has enjoyed with FLC and to the extent that existing equipment will be moved and needs to be compatible, he is comfortable with the Trustees making a sole source determination. He further clarified that there would be a one-year warranty on the console. Chief Perkins said there is a 45-day timeline on the order and it is key to get dispatch moved and the equipment up and running while school is not in session. He said to bid the console would further delay installation and he thinks FLC would still be low. There followed general discussion about the pros and cons of a straight purchase or installment purchase with Alan Dolmatch commenting that this would be a favorable time to borrow funds. Trustee Angelillo asked if this equipment will be outdated in 3-5 years and whether we'd be better off to lease and trade in, but Mr. Willis said he doesn't know of any companies which lease consoles. Mr. Willis emphasized that while there is nothing proposed that Dispatch doesn't really need, there are two channels for build out. Mr. Card said County 911 offered three radios for the fire department's three stations, but the fire department chose a console so they can talk with 911 but program the additional channels and interface seamlessly. Mr. Willis noted that Cayuga, Seneca and Wayne Counties all use Zetron. Supervisor Tierney said the Town doesn't want to commit to a multi-year lease and he questioned whether the \$7,000 fee to re-locate the alarms should all fall to the Village and Town when there are private users. Chief Perkins said there are only two non-governmental users, the school and the library, which come into the alarm panel. Supervisor Tierney said the Library is a little different, but Town Counsel has advised that to subsidize the school district would not be appropriate. Chief Perkins said the users have cost to get their signal to the panel; this is the cost on our end to move the panel. He added that he's spoken with the SCS Superintendent and they know that an Intermunicipal Agreement will be needed. Dave Card said they discussed alarm service at the dispatch with the Village Board and the Village was uncomfortable with the liability of accepting alarms for commercial establishments. Chief Perkins said the Strategic Planning Committee could look at participation by the school and others this fall after the dispatch center is up and running at the new fire station. Supervisor Tierney said the State has allocated \$5 million in grants for shared services and consolidation. He thinks the Village and Town would be eligible and suggested that the Dispatch Agreement be amended to stipulate pursuit of State funds. Supervisor Tierney said the Village has 3 appointees (Trustees Carlson and Jones and Police Chief Perkins) and the Town only 2 appointees (former Councilman Astemborski and Councilman Greenfield) to the SPC. Mayor Green said that was his fault. Recognizing her prior involvement with Dispatch, Mayor Green appointed Kathryn Carlson to serve on the Committee when she was elected trustee. Trustee Jones said she's enjoyed the involvement, but would happily resign. Chief Perkins noted that all the Committee's decisions have been unanimous. Councilwoman Kulik asked what equipment would be leased since we can't lease the Zetron console. Village Attorney Byrne answered that we'd purchase or finance on installment purchase. Supervisor Tierney said anything beyond two years is not good. In response to Mayor Green, Village Attorney Byrne outlined the required steps. He said on the basis of consistency with the existing equipment and the service relationship with the vendor, the Village would need to make a sole source determination. Then the Village and Town would need to approve the \$73,850 budget in accordance with the Dispatch Contract. Supervisor Tierney said the Town will vote Thursday night when their full Board is present. It was clarified that Police Chief Perkins will have full responsibility for approving each bill. On the motion of Trustee Carlson, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to make a sole source determination on Finger Lakes Communication and authorize a budget of \$73,850, contingent upon Town approval of the budget.

- POLICE ACTIVITY:** Chief Perkins confirmed that the Board received copies of the Police and Dispatch Activity Reports for April. He distributed a list of grants which the Police Department has received, noting that Clerk Cindy Jacobs is 90% responsible as she finds, applies for, and follows up on the grants. He reported that Senator DeFrancisco's office is providing \$20,000 JAG funding toward the Police Department's new truck enforcement vehicle. The Village and school have applied for the "Safe Routes" funding to build sidewalks and they will be applying for a \$100,000 Secure Our Schools federal grant which has to pass through a police department.
- KELLEY ST. BRIDGE:** Director of Municipal Operations Hunt said he budgeted for repair of the Kelley Street Bridge, but has prepared a bid that includes alternates to patch the sidewalk and another to address the aesthetics of the fascia. On the motion of Trustee Angelillo, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to authorize advertising for bids for repair of the Kelley Street Bridge.
- BUCKET TRUCK:** Director Hunt said he'd also like to get bids on a new bucket truck, as our current one is 17 years old. Mayor Green said the Board would like to see the specifications before authorizing a bid.
- AMR PROJECT:** Director Hunt reported that the head end equipment will be coming tomorrow. The lead time for electric meters is 15 weeks, so he has ordered 300 single-phase and 11 three-phase meters which he hopes to receive in mid-June. Fifty-six touch pads are due tomorrow.
- WATER ALARMS:** Director Hunt said we need to arrange for our alarms at the new dispatch office. There are two chart recorders for water, the Basler software that monitors the substation, and Syracuse Time & Alarm equipment at the pump stations. He had budgeted to upgrade one pump station alarm to wireless each year, but that plan needs to be re-examined with the dispatch move and he's been working with Lineman Allan Abbott to re-place the degraded hardware. Mayor Green suggested that he have a discussion with Bruce Famoly of Town Water, so he's prepared for the move to dispatch, too. Trustee Angelillo said we need to separate consideration of the alarms versus the PLC which would monitor and control and start pumps. Chief Perkins offered to meet with Trustee Angelillo and Director Hunt to examine what's needed and whether there could be a phased approach which would provide enhancements later.
- SFD:** Chief Sell reported that in April the department responded to the following emergencies: 10 fire, 7 rescue, 1 water rescue, 7 EMS/SAVES assist, and 6 mutual aid. SFD personnel hours logged for April were 467, of which 250 were at the plane crash on April 18th. At the May 5th meeting, the department authorized Chief Sell to buy a Ford Expedition from corporate funds. Chief Sell said they are still working on the \$27,000 grant from Assemblyman Barclay which was promised two years ago. He also reported that Paul Trabold, died just short of 59 years membership.
- WWTP:** Trustee Angelillo reported that the April flow was below our permitted level and suspended solids were at 99%, but our BOD removal was 13% below normal and he will follow up with Zlatko on that.
- TRUCK TRAFFIC:** Mayor Green reported that Governor Patterson, US Senator Schumer and State Senator DeFranciso visited today and the Governor announced that he has directed the State DOT

- TRUCKS (Cont'd):** to develop a new policy by June 1st to keep large, non-local trucks on the interstate. Mayor Green said it is a very positive thing to have the Governor's office involved and the committee has worked hard to show how this critically effects small communities.
- P&C LEASE:** On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to authorize Mayor Green to sign the Lease Agreement with P&C allowing them to temporarily store trailers on the old fire station site. Chief Perkins is in charge of where the trailers will go.
- PARKING:** A public hearing to consider a local law to regulate parking at the old and new fire station and possibly provide a half hour metered spot in front of the Library will be scheduled once the regulations have been defined.
- DART PROPOSAL:** On the motion of Trustee Jones, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to accept the Dart Tree Service proposal of \$2,500 to remove the tree truck and \$2,200 to remove slash greater than 2" diameter from the cemetery property behind the Hennigan property. Director Hunt agreed to monitor their work.
- WATER/ SEWER BID AWARD:** On the motion of Trustee Jones, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to award the bid for water and sewer pipe for the Orchard Road reconstruction to Martisco, the low bidder, at \$49,141.10.
- DISPATCH SECURITY POLICY:** On the motion of Trustee Carlson, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to approve the Dispatch Security Policy as reviewed by Village Attorney Byrne and endorsed by the Dispatch Strategic Planning. Mayor Green complimented Chief Perkins for his work in developing the policy.
- HIDDEN POND OVERSIGHT:** Mayor Green noted that the Town has engaged C&S for oversight of the Hidden Pond subdivision and C&S has proposed their services on the Village portion of the subdivision at \$19,750. There followed discussion of the differing Town/Village subdivision requirements, but the desire to have a cohesive look. Mayor Green agreed to get a copy of the C&S proposal to Planning Board Chairman Bruce Kenan and Village Attorney Byrne agreed to follow-up with Special Counsel Galbato with regard to sidewalk and lighting districts.
- APPOINT ELECTRICAL ENGINEER:** On the motion of Trustee Angelillo, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to appoint Clough Harbour Associates (CHA) as electrical engineering consultants for the Village with Director Hunt authorized to utilize CHA services up to \$1,000 per assignment against an Electric Department engineering budget of \$10,000. Any additional expenditures will require Village Board approval.
- CAR WASH:** On the motion of Trustee Jones, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to approve the request of Paul Higman, representing the Skaneateles Boys and Girls Soccer Booster Clubs, to hold a car wash as the old fire station on Saturday, June 21st. Chief Perkins said Mr. Higman could make specific arrangements through him, the Dispatch or Fire Departments, or Jorge Batlle.
- TREAS.' REPORTS:** On the motion of Trustee Lynn, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to acknowledge receipt of the Treasurer's Reports for April.

TAX LEVY: Whereas the budget of the Village of Skaneateles for the fiscal year beginning June 1, 2008, was duly completed and adopted on April 14, 2008, and that amount to be raised by general village tax has been determined and will be extended and carried out upon the roll by the Village Clerk, as provided by law, and

Whereas, certain special or local assessments heretofore levied against certain property remaining unpaid will also be extended and carried out upon the roll by said clerk, pursuant to subdivision #5 of Section #5-508 of the Village Law, as amended,

Whereas, unpaid water, sewer and electric bills become a lien on the real property on May 15th and an additional 10% penalty will be added to the unpaid balance,

Now therefore, on the motion of Trustee Jones, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) that the taxes upon the present assessment roll be and hereby are levied against the respective properties herein described, and in the manner therein provided, according to the law, and it is further resolved that a duly executed warrant be annexed to each duplicate copy of said tax assessment roll and that the Village Clerk deliver one such copy to the Treasurer of the Village on or before the 15th day of May, 2008, for collection pursuant to Section #1426 of the Real Property Tax Law.

It is further resolved that the Clerk/Treasurer is ordered to include with these minutes to be approved at the Regular Meeting of the Village Board on the 27th day of May, the list of unpaid utility accounts as of May 15, 2008, being levied with taxes.

(Insert List of Property Owners with Unpaid Utility Bills)

MAIL TAX BILLS & PUBLISH NOTICE: On the motion of Trustee Jones, seconded by Trustee Lynn,, it was resolved and unanimously carried (5-0 in favor), that the Village Treasurer shall immediately after receipt of the tax roll for 2008-09 and warrant, mail to each owner of real property included in such tax roll whose name and address she is able to ascertain, a statement showing the tax rate, the assessed valuation and the amount of taxes levied against his property and the time and place fixed by her for receiving taxes, pursuant to Section #1430 of the Real Property Tax Law. It was further resolved that the Village Clerk be directed to publish notice in the official paper of the village, once a week for three successive weeks, that such tax roll and warrant has been received for the collection of taxes therein levied and such notice shall designate where taxes will be received, pursuant to Section #1428 of the Real Property Tax Law.

(Insert Affidavit of Publication)

AUTHORIZE BIDS 2001 On the motion of Trustee Jones, seconded by Trustee Carlson, it was resolved and unanimously carried (5-0 in favor) to advertise for bids on the SFD Chief's 2001 Suburban. Proceeds from the sale are earmarked to be used to offset the cost of the new Chief's car.

PT POLICE OFFICER: On the motion of Trustee Lynn, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to appoint Brian Hutchings as at part-time Police Officer at \$18.63 per hour, as recommended by Chief Perkins.

ADJOURNMENT: The meeting was adjourned at 10:15 p.m.

Sally L. Sheehan
Village Clerk