

REGULAR MEETING, VILLAGE BOARD OF TRUSTEES
MONDAY, JANUARY 24, 2011
7:00 P.M.

PRESENT: Mayor Bob Green, Trustees Marc Angelillo, Marty Hubbard, Sue Jones, and Tim Lynn, Police Chief Lloyd Perkins, DMO Bob Lotkowitz, Codes Enforcement Officer (CEO) Jorge Batlle, SFD Chief Eric Sell

OTHERS	Carrie Chantler	Skaneateles JOURNAL (Auburn CITIZEN)
PRESENT:	Miranda Pennock	Skaneateles PRESS
	Jim Brown*	Glens Falls National Bank
	Christopher Rose*	Glens Falls National Bank
	Dr. Michael Parker*	2011 Labor Day Race Committee
	Bill Marquardt*	Skaneateles Youth Hockey
	Alan Dolmatch	52 Academy Street
	Patti Callahan	18 East Street

GFNB 2010 Service Award Program Portfolio Review – Mayor Green introduced Glens Falls National Bank (GFNB) Vice President & Investment Officer Christopher Rose and Vice President Trust Business Development James Brown, explaining that GFNB administers the Skaneateles Fire Department’s Service Award Program. After distributing packets, Mr. Rose first reviewed the portfolio for the period from January 31, 2009 to December 31, 2010, noting that the investments did a bit better than the market. Relative to the Large Cap Equity, Mr. Rose said they built a conservative portfolio and stayed away from European equities because of the debt crisis. Returns of Mid and Small Cap Equity made up for the under performance in the Large Cap Equity. Mr. Rose advised that they are keeping around 2% in the money market and that is within the growth with income investment objective. He reviewed the portfolio characteristics noting the diversified asset allocations. In response to Trustee Jones, Mr. Rose said they have already begun to re-allocate some large cap equity to make up for the under performance. *Trustee Lynn arrived. After going through the Fixed Income Characteristics, Equity Characteristics, Summary of Investments, Diversification Schedule of Investments, and Schedules of Investments, Mr. Rose said they expect moderate to slow growth this year. Atty. Byrne noted that cash is kept to pay fire fighters and commented that our investments had a pretty good run in the last two years. Mr. Rose noted that there is also a GFNB Newsletter included in the packet as well as a Market, Economic and Portfolio Themes that he reviewed for the Board. Mayor Green said GFNB has done a great job with the Service Award Program and their monthly reporting is head and shoulders above the previous company’s reports. Atty. Byrne said that Mr. Rose will provide an annual summary going forward – a year-end snapshot. The Village Board is the Trustee of the plan with a legal responsibility so it is right for them to spend time reviewing the plan. Mr. Rose confirmed that a 2010 summary will be provided. He then referenced the Investment Objective (that Clerk Couch will copy for the Board) asking if the Board is comfortable with the current growth with income objective. Trustee Jones confirmed that there hasn’t been an influx of new, younger persons joining the department. Atty. Byrne said we will have an actuarial shortly. CEO and Fire Fighter Jorge Battle complimented GFNB for the timeliness of checks. *At 7:40 p.m., Messrs. Rose and Brown thanked the Board and left the meeting.

2011 Labor Day Race – Dr. Michael Parker thanked the Board for allowing him to address them relative to the 2011 Labor Day Race. He said the committee doesn’t contemplate any changes for this year. Last year’s course challenges with the construction on West Lake Street were worked out thanks to Chief Perkins and the Village crews. He added that the committee is also appreciative of the Fire Department’s concerns and wants to work with them towards a successful Labor Day weekend for the race and the Firemen’s Field Days. Dr. Parker said this will be the seventh year for the race with 250 participants the first year to well over 1,000 now. He said the non-profit gives back to the community (i.e. \$7,000 which was given to the Skaneateles YMCA for the 7-year old free swim program, etc.) – good people trying to do and promote healthy activities. In response to Mayor Green, Dr. Parker said the run course developed last year (because of WLS construction) is actually preferred. Chief Perkins said he didn’t hear any negatives, only positive feedback. Mayor Green thanked Dr. Parker for meeting with Lakeview Circle residents who were concerned about their street being a part of the route for the first time last year. Positive feedback was also received from some Lakeview Circle residents who indicated they look forward to being a part of the course again in the future. Trustee Jones thanked Dr. Parker for the

attention to the Village Board's and the community's requests. **Resolution #2011-7:** On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously approved (5-0 in favor) to approve the 2011 Labor Day Race from Clift Park as was done in 2010. *Dr. Parker thanked the Board and left the meeting.

Skaneateles Youth Hockey Association (SHYA) Request – Mr. Bill Marquardt explained that he is President of the Skaneateles Youth Hockey Association that intends to create/construct a sheet of ice on the lake (if there is ice), access the lake in Clift Park at the boat launch area, and conduct a number of youth hockey games on the weekend of February 18-20. He is present this evening to seek approval, if necessary, for the event. Mr. Marquardt said in talking with Mike Major he understands that an area on the lake would need to be flooded with warm water to create a smooth skating surface. He said they are thinking about how to do that and asked about the gazebo. Mayor Green confirmed that the gazebo is shut down for the winter. Mr. Marquardt said he will work with the Fire Department to determine if a fire tanker truck with warmer rather than cold water could be used to flood the area. If the ice is not thick enough, Plan B would be to construct a sheet of ice on the parking lot adjacent to the Austin Park Pavilion. In response to Mayor Green inquiring if there'd be commercial activity in the park, Mr. Marquardt said the Sherwood Inn would set-up a small concession stand, but there'd be no sales in the park. Also in response to Mayor Green asking about trash, Mr. Marquardt said there is an "army" of volunteers working on this event with trash detail being one of the many duties. Mr. Marquardt said they are crossing their fingers for this event for two purposes – for the SHYA to be part of and promote the Hockey Weekend Across America event, but first and foremost, the kids will have a great time. Trustee Jones asked if all ages will be able to play. Mr. Marquardt answered affirmatively, noting that the High School is included. In response to Mayor Green, Mr. Marquardt said SHYA can supply a Certificate of Insurance naming the Village as additional insured. Atty. Byrne said we have no dominion over the lake, so no approval is required or insurance protection, but would be necessary naming the Village, Town, and Skaneateles YMCA as additional insured for Plan B. Mr. Marquardt said they are hoping to have a lot of spectators and would want bleachers in the park if it is a nice & sunny day. Atty. Byrne equated that to being very similar to SCS graduation. Relative to Mr. Marquardt commenting that they are thinking about temporary lighting to shine out on the lake so that teams could play into the evening, Trustee Jones said she'd want the lights to be off by 10:00 p.m., that trash be removed, and that everything gets put back properly. She asked Mr. Marquardt to work closely with DMO Lotkowitz especially regarding the bleachers and the condition of the grounds. In answer to Trustee Angelillo, Mr. Marquardt said there will need to be at least 6" of ice and if the ice is more than 10" they'd like to have a zamboni – they will attempt to have a good ice surface. **Resolution #2011-8:** On the motion of Trustee Lynn, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to approve Plan B at the Austin Park Pavilion that will require a Certificate of Insurance naming the Village, Town, and Skaneateles YMCA as additional insured. *Mr. Marquardt thanked the Board and left the meeting.

Minutes – **Resolution #2011-9:** On the motion of Trustee Jones, seconded by Trustee Hubbard, it was resolved and carried (4-0 in favor with Mayor Green abstaining from the vote as he was not present) to approve the Minutes of the January 10, 2011 Meeting with the insertion of the word "bound" as opposed to bond on page 4 within the Village Historian report.

Bills – **Resolution #2011-10:** On the motion of Trustee Angelillo, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) that bills from Abstract #16 be audited and paid as follows:

General Fund	Vouchers #626 – 667	Checks 12617 - 12658	\$ 61,665.25
Sewer Fund	Vouchers #183 - 194	Checks 3732 - 3743	\$ 10,990.78
Water Fund	Vouchers #125 - 130	Checks 3103 - 3108	\$ 3,015.45
Electric Utility Fund	Vouchers #202 - 215	Checks 4312 - 4325	\$143,081.74

Correspondence & Announcements

Mayor Green announced the following:

- NYCOM's Mayoral Task Force on Mandate and Property Tax Relief final recommendations entitled "You Can't Cap What You Can't Control". Mayor Green said he's had conversations with the Onondaga County Mayors Association and the Mayors agree to a 2% property tax cap WITH mandate relief.
- Forestry & Natural Resource Consultants (FORECON) Grant Opportunities for Community & Landscape Tree Management Projects. Mayor Green asked that a copy be sent to the Tree Committee.
- Mayor Diane Browning, Village of North Syracuse, will be hosting the February 16, 2011 Onondaga County Mayors Association dinner meeting at the Community Center on 700 S. Bay Road. Reservations are due by February 11.
- Onondaga County's Letter soliciting project proposals for the 2011 Community Development Block Grant funding cycle. Mayor Green said he, Trustee Hubbard and DMO Lotkowitz talked this morning about the possibility of submitting an application for Community Development Funding of a project at West Genesee and Fuller Streets to re-align the intersection and curb work. Trustee Lynn suggested contacting Jeff Brown.
- Downtown residents' complaints about there not being enough overnight spots in the Municipal Lot. Chief Perkins said people are getting tickets and it is not uncommon for there to be no spots available when the tickets are issued according to the Officers. Mayor Green recognized that there is alternative side parking available; Trustee Jones said the lot has to be cleared of snow. Former Trustee Alan Dolmatch said the overnight parking spaces could be expanded as long as the DPW can plow. There's a long strip on the east side to add additional spaces and there are other places like the lot in front of the old fire station and perhaps in the ancillary area at the Post Office. Trustee Lynn said we should be fully supportive of the downtown district as it is essential to the vitality of the Village. He said the alternate parking is great because no spot is taken for an extended amount of time. He suggested that the Police Officers keep moving around the lot and check the availability of spaces at 11:00 p.m. or midnight to determine if there are actually spots left. Chief Perkins agreed that they can survey to see the availability and look at the magnitude of the problem. Mayor Green said if it is decided that additional spaces are needed, DMO Lotkowitz can look to see where we could expand – snow removal will probably dictate the areas.

AMR Status Report – After distributing his dashboard, DMO Lotkowitz said Dick Kaulfuss was here last week and there's been some progress on cleaning up some of the issues. He reported that water meter installations are at 50% complete and electric meter installations are at 95%, clean-up of Master Route sheets continued, the VPN was set-up to remotely access TGB and RNI site through portal, we will test the 4 to 6 digit issue tomorrow with Dick Kaulfuss, and we received more water meters. The MXUs are to ship this week. DMO Lotkowitz said activities for the next period include additional meter installations, continue working on "master route" clean-up, resolve remaining demand meter issues, install VPN clients, and additional procedures for the back-up system to remote drive and CD.

Status of UV Project – DMO Lotkowitz reported that three bids have been received for the Pre-Selection of Goods and Special Services UV Disinfection Equipment bid opening at 11:00 a.m. tomorrow, Tuesday, January 25, 2011. Subsequently, a bid tally will be put together with an award at the meeting of February 14, 2011. Mayor Green and Trustee Hubbard indicated that they'll try to attend the bid opening. DMO Lotkowitz said it's been questioned if a visit to Trojan Industries is necessary – a visit will be scheduled if they are the successful bidder.

Status Report on Orchard Road – DMO Lotkowitz reported that there hasn't been activity except for receipt of the DVD – there haven't been any problems since the beginning of the year. Mayor Green said we need to sit down and collectively decide how to proceed. He asked DMO Lotkowitz to review the video and then contact him. Atty. Byrne said we'll need to take action and let the homeowners know if our TV work shows illegal connections - formally let the residents know what the Village has done and the significant findings. CEO Battle said he wants to compare this report to the findings we last found. Mayor Green said we want the property owners to correct any illegal connections.

SFD Physical Examinations – Mayor Green said that last year was the first year Dr. Polachek administered annual physical examinations to SFD members free of charge except for the cost of shots. In December, Dr. Polachek asked the Village Board to indemnify him and his practice group, Family Care Medical Group, from certain liability claims which might arise (other than professional malpractice) from the administering the physical examinations. Atty. Byrne referred the request to our insurance company, Haylor, Freyer & Coon and they, in turn, referred the request to an underwriter for our insurance carrier. Atty. Byrne reported that he was informed today that the carrier would not agree to provide coverage for Dr. Polachek in connection with this service. He said they indicated that even though Dr. Polachek would be acting as a volunteer, our coverage excludes professional services provided by any doctor and that neither insurance coverage nor defense costs would be provided. They don't want the additional liability. Trustee Jones said we need to inform him that we can't indemnify him; Mayor Green said we don't have an option.

Skaneateles Library Book Sale – Mayor Green referenced the letter from Skaneateles Library Director Kathy Mosher requesting approval to hold their annual Book Sale on Thursday, Friday and Saturday, July 7, 8, and 9, 2011 on the library lawn. He commented that it is always well run. **Resolution #2011-11:** On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to approve the 2011 Skaneateles Library Book Sale.

Wilson & Wilson Rate Impact Update Proposal– Mayor Green said Wilson & Wilson was asked for a proposal to update their 2005 study to determine the rate impact to the Village's existing municipal electric utility ratepayers for providing service to the Community Center/Skaneateles YMCA facility located in the Village's service territory and currently served by National Grid. Wilson & Wilson President Curt Wilson proposed an hourly rate of \$125 with a cap of \$3,500.00. DMO Lotkowitz noted that expenses would be in addition to that cost. **Resolution #2011-12:** On the motion of Trustee Jones, seconded by Trustee Hubbard, it was resolved and unanimously carried (5-0 in favor) to authorize Wilson & Wilson to proceed with updating their Rate Impact report relative to the Community Center's projected impact on the electric rates as outlined in their proposal. Alan Dolmatch said there was some confusion at the Municipal Board Meeting on what the infrastructure configuration should be and who should pay the cost of bringing the power to the facility. There are technical complications that all have associated costs. Trustee Lynn said research will be required to determine what we have to do to provide electric service, what it's going to cost, and who is going to pay for what. Mr. Dolmatch agreed, adding that we ought to know before the day comes. Mayor Green recognized that the Wilson & Wilson report will only address the rate. He questioned how we are going to interlace the two reports. DMO Lotkowitz said CHA gave him four proposals last Friday relative to getting the power to the Community Center from the substation.

Har-Rob Proposals for SFD Engine 11 – SFD Chief Sell said the Har-Rob proposal relative to the fuel systems was reviewed and resolved at the Village Board Meeting of January 10, 2011, but the proposal regarding Engine 11 was tabled to this meeting when the Mayor would be present. Chief Sell said the estimated cost of repairing the mechanical seal leaking on the pump on Engine 11 is \$9,388.12 and not budgeted. Mayor Green noted that insurance won't cover any of the cost as no coverage is afforded for mechanical breakdown or wear/tear of equipment – this is considered repair. Chief Sell said this is the department's main pumper and it's getting worse with more leakage around the shaft. There is a possible \$1,000 savings if Har-Rob can re-use the impeller shaft and hardware, and an additional \$1,500 savings if they find the pump impeller in good shape and within tolerances set for a new pump so that they can re-use it. Therefore, he is taking Engine 11 out of service so as not to cause damage to those parts rendering them unusable. Mayor Green said to take as much as possible out of the vehicle maintenance budget line and the remaining funds from contingency.

Ice Removal – Mayor Green said it has been past practice by the Electric Department to perform ice removal on private property, mostly confined to the historic block where icicles are hanging over the downtown sidewalks. By doing so the Village assumes a great liability and there'd also be a cost to incur if we stepped in and damaged something, Atty. Byrne agreed, adding that the Village is using valuable resources (personnel, time, & equipment) performing a function that is not one of the Village's and subjects the Village to a liability at tax payer expense. From a cost standpoint and from a liability

standpoint, this is not a good idea nor defensible as a public activity. Atty. Byrne further noted that the Village is providing this service free of charge to property owners who could hire a private contractor. Mayor Green asked if the Village would assume any liability by not servicing ice removal on private property. Atty. Byrne said no, it is the property owners' responsibility to remove ice buildup and their liability if they don't. He added that if a property owner recognizes excessive ice buildup and wants it removed, they can just as easily call a private contractor as they can our public service employees. SFD Chief Sell asked if there is any enforcement to tell people to knock the ice down. Trustee Lynn said the law puts the duty on the property owner. CEO Batlle noted that the NYS Property Maintenance Code doesn't address ice. Trustees Angelillo and Hubbard agreed with Mayor Green and Atty. Byrne to put an end to this practice.

Hank Bryant Scholastic Jazzfest – Resolution #2011-13: On the motion of Trustee Lynn, seconded by Trustee Hubbard, it was resolved and unanimously carried (5-0 in favor) to authorize the Skaneateles High School Jazz Band's use of the gazebo on June 5, 2011 from noon to 6:30 p.m. for their annual Hank Bryant Scholastic Jazzfest.

Executive Session for Managers' Performance Evaluations – Resolution #2011-14: At 9:03 p.m., on the motion of Trustee Angelillo, seconded by Trustee Jones, it was resolved and unanimously carried (5-0 in favor) to enter into an Executive Session for performance evaluations of DMO Lotkowitz, Police Chief Lloyd Perkins, and Clerk/Treasurer Couch.

Following a discussion, the Trustees came out of executive session and authorized the payment of performance-based bonus of \$2,500 each to Chief Perkins, DMO Lotkowitz, and Clerk/Treasurer Couch.

The meeting was adjourned at 9:45 p.m.


Patty Couch
Village Clerk/Treasurer