

**OPERATIONS MEETING, VILLAGE BOARD OF TRUSTEES
MONDAY, MAY 21, 2012
5:00 P.M.**

PRESENT: Mayor Marty Hubbard, Trustees Marc Angelillo, Sue Jones, Jim Lanning and Mary Sennett, Director of Municipal Operations Bob Lotkowitz, Village Attorney Mike Byrne

OTHERS John Crompton Village Hall Renovation Committee Member
PRESENT:

Architect for New Village Hall – Although the Board could have selected “Professional Services” without competitive bidding, Trustee Angelillo had previously stated, and the Board agreed, that they wouldn’t be acting in the best interests of taxpayers to sole source this important decision. Therefore, the Board sought three architectural proposals and spent considerable time reviewing and comparing proposals received from HKK, QPK, and Ramsgard Architectural Design for the renovation of the old fire station for a new Village Hall. They concurred that either HKK or QPK would be an asset to the project because of their experience with municipal projects, size of the firms, and therefore the number of professionals who would be available to assist in the project. The Board ultimately leaned towards QPK given that their proposal cost is a bit less than HKK and recognizing that QPK Associate Partner Connie Brace is a Village resident who committed her dedication to the Village’s project. **Resolution #2012-94:** On the motion of Trustee Jones, seconded by Trustee Lanning, it was resolved and unanimously carried (5-0 in favor) to accept the QPK proposal and authorize Mayor Hubbard to execute the same. In discussing the motion, Village Atty. Byrne confirmed that he is satisfied and comfortable with the revisions he requested (modify section 1.1 to refer to attached Exhibit A as the Mayor’s letter to QPK outlining his intended scope of the project and B as QPK’s letter of May 2, modified by letter of May 10, outlining a scope of architectural services) and form of the Owner-Architect agreement.

Asbestos Abatement – Mayor Hubbard explained that it became clear from the proposals the Village sought for asbestos removal services at the old fire station that the cost of the public works project is more than the minimum threshold amount (\$35,000.00) for competitive bidding. Therefore, the Village must seek competitive bids. Mayor Hubbard further explained that air monitoring has to be done independently – the company doing the asbestos abatement cannot monitor its own work. As recommended by Connie Brace, Mayor Hubbard contacted Environmental Compliance Management Corporation (ECMC) Senior Project Manager Bridget Ruane who visited the old fire station and noticed some additional areas (not included in the CES report dated February 19, 2009, i.e. gray sink mastic located in the kitchen, recessed canister lights over the trophy cases in the lobby, and drop ceiling tiles) that would require testing and possible remediation. Subsequently, she submitted a fee proposal broken down by amounts and units for a total estimated cost of \$7,444.00 for providing the requested asbestos services. Atty. Byrne commented that even if the old fire station were to be torn down, asbestos abatement would be necessary; Trustee Angelillo said, “and the inspection”. **Resolution #2012-95:** On the motion of Trustee Jones, seconded by Trustee Sennett, it was resolved and unanimously carried (5-0 in favor) to accept Environmental Compliance Management Corporation’s proposal and authorize Mayor Hubbard to execute the same. In discussing the motion and a timeframe for bidding the asbestos abatement work, if the Village Board authorizes publication of a Notice of Bid at their May 24, 2012 meeting, the Notice could appear in the Skaneateles Journal issue of May 30, 2012 if it is submitted by noon on Friday, May 25th. Mayor Hubbard said he will discuss this with Ms. Ruane.

Historical Landmarks Preservation Commission (HLPC) – Mayor Hubbard noted receipt of an email today from HLPC Member Pat Blackler who “seconded” Andy Ramsgard’s nomination of Ted Kinder to fill the vacancy position on the HLPC. She highly recommended Mr. Kinder noting his education knowledge, experience, enthusiasm and the fact that he owns property in the Historic District. Trustee Jones said if Mr. Kinder is willing to serve on the HLPC, he would be very knowledgeable. Atty. Byrne concurred that there is no residency requirement of any kind. Mayor Hubbard noted that the HLPC members are reappointed each year and since the Annual appointments of April 2, 2012, the HLPC has nine members until next April. Trustee Sennett said Mr. Kinder would bring organization to the HLPC and take some emotion out of its charges. **Resolution #2012-96:** On the motion of Trustee Jones, seconded by Trustee Angelillo, it was resolved and unanimously carried (5-0 in favor) to appoint Ted

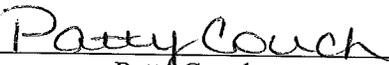
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Kinder to fill the vacancy on the HLPC. In discussing the motion, Mayor Hubbard said he hopes to meet with Pat Blackler tomorrow.

62 West Elizabeth Street – Trustee Lanning said that after receiving two emailed complaints about the unkempt lawn at 62 West Elizabeth Street, he visited the property and obtained a copy of Local Law #3 of 1995 that provides for brush, grass, rubbish and weed control. He will follow-up with Codes Enforcement Officer (CEO) Adam D’Amico.

Joint Comprehensive Plan Committee – John Crompt reported that he talked to Rick Keyes who indicated that the plan is to keep the Joint Comprehensive Plan Committee smaller. The members are Town of Skaneateles representatives Rick Keyes, Steve McGlynn, and Atty. Pat Sardino, and Village of Skaneateles representatives Mary Sennett and John Crompt.

Adjournment: The meeting adjourned at 6:00 p.m.



Patty Couch
Village Clerk/Treasurer