

**REGULAR MEETING, MUNICIPAL BOARD**  
**MONDAY, JANUARY 21, 2008**  
**7:00 P.M.**

**PRESENT:** President Hubbard, Commissioners Moffa and Roney, Trustees Angelillo\* and Dolmatch, Director of Municipal Operations Hunt

**ABSENT:** Commissioners Blackler and Blackwell

**OTHERS PRESENT:** Cliff Abrams of 37 State Street

**MINUTES:** The minutes of the meeting of December 18, 2007 were unanimously approved as presented.

**AMR STATUS:** Director Hunt informed the Board that he has two UPS tracking numbers for equipment that is in route. Relative to the status of the Inter-municipal Agreement between the Village and Town of Skaneateles, Director Hunt said it is complete other than requiring another page for the Village's execution. He further advised that, albeit after the fact, Sensus provided a delineation of what work is ours and what is theirs. Director Hunt said he wants to talk to O'Brien & Gere Engineer Bob Cherry regarding the substantially complete criteria. Recognizing that warranties would start at that point, Trustee Dolmatch concurred that that is a good idea. In response to Trustee Angelillo, Director Hunt said that there isn't really a plan for the meter installations since it somewhat depends on the season and what other work needs to be done. Different bases are needed for the electric meters and he'll have Line Foreman Murphy identify the type(s). Relative to who will receive the initial installations of new meters, Trustee Dolmatch asked if the first phase customers have been identified. Director Hunt said he wants a good representation and will work with Foreman Murphy on that. President Hubbard noted that because the Seitz building is being renovated, it will need all new meters so it would make sense to install the new meters there. Director Hunt indicated that he will tell Foreman Murphy to purposely pick some older meters. Regarding the cost of AMR, Director Hunt said he is working on the in-kind contribution and the Sensus bill will basically be split between the Village and Town after applying the grants. Trustee Dolmatch noted that the contract was executed December 17, so we are 30 days into the contractual agreement and questioned if anyone has the "block of milestones" to make sure that things are happening. Director Hunt said he has not developed a timeline and would likely have a manpower problem if we get into the summer construction season. Trustee Dolmatch strongly suggested putting dates down and developing a management plan for the first phase implementation – don't leave it all up in the air. Director Hunt stated that he plans on holding a kick-off meeting with EJP, Sensus's project manager, the Village electricians, Village water operators, and Town water operators to "hash stuff out" when we received the rest of the head end equipment. Trustee Dolmatch reiterated that there should be a plan. Trustee Moffa concurred noting that with a plan you at least have target dates. Director Hunt said he's been told that six meters can be installed in a day but he is a bit skeptical. Trustee Angelillo offered to arrange access to about six homes in Heritage Woods and Commissioner Moffa indicated he could take care of some in the Parkside development. Director Hunt said a list will be put together from which appointments can be scheduled. Trustee Dolmatch said he's not sure that locations for the first

phase meters ought to be contiguous. Director Hunt repeated that he wants a good representation of meter type and that we'll need some installed at Village extremities (i.e. DPW & WWTP). President Hubbard said he thinks the scheduling should be handled through the Village Office to maintain continuity and suggested working from the County's voter registration list since it is set up by street and includes phone numbers. Director Hunt stated that we don't have to limit the initial meter installations to 100. Trustee Dolmatch said that once a plan is developed, an article could be published in the Journal and the Skaneateles PRESS to get the word out. He further identified the schools as a good initial target for new meters.

**W. LAKE ST. UPDATE:** Director Hunt referenced the pre-conceptual cost estimate to provide under ground electric in the West Lake Street area that he received on January 7, 2008 as requested of O'Brien & Gere Engineer Bob Cherry. President Hubbard said the total construction cost is estimated at \$716,900 and infers that all work is contracted, but it would be up to the Village Board to determine who would do what and who pays. There was discussion as to how much of the electric work cost the Village would be responsible for and how much for the property owner. Trustee Dolmatch referenced the American Legion, but Director Hunt said there different parameters there. The question of who pays for the section from the municipal line to the house was brought up and the belief that we as the Village are not authorized to go onto private property. Director Hunt said that typically here and with National Grid, we own to the powered side of the meter for underground installations. In response to Commissioner Roney, Director Hunt said he isn't sure what we did at the Dreyfuss house at 100 East Genesee Street. President Hubbard said we can get the estimate distributed, but he doesn't know what the mayor did with it, if anything. Trustee Dolmatch said all of the street work cost would be a village-wide responsibility, but he doesn't know about the electric work. President Hubbard recognized the potential for this to become political. In response to Commissioner Roney asking if we can mandate underground electric, Director Hunt said that is a question for Village Attorney Byrne. President Hubbard said it needs to be determined if the cost can be put on the property owner. Trustee Dolmatch added that the mayor needs to know before he presents a project to the West Lake Street residents. In response to Trustee Dolmatch recognizing the necessity of obtaining easements, Director Hunt said he is trying to develop those documents and started with the important ones first (i.e. Old Stone Mill, Mezzalingua on Bobbett Lane). He received a copy of the Village of Fairport's standard easement and provided it to Attorney Byrne. Noting that the property owner grants the easement, Commissioner Roney asked what would happen if the property owner didn't want to do so. Trustee Dolmatch said that this is another example of a summer project, but prior to that happening we need know our rights, the cost, have a design, have public consensus, etc. President Hubbard suggested that perhaps we should have a meeting with the Village Board, Clerk/Treasurer Sheehan, and Village Attorney Byrne. Commissioner Moffa said he got on this Board for technical purposes and doesn't think it is up to the Municipal Board to decide legal issues. Commissioner Roney inserted that the Municipal Board should at least know some of the answers. Trustee Dolmatch said this project needs input on certain aspects from numerous people - Village Board, Municipal Board, Director Hunt, residents, etc. Director Hunt noted that Attorney Byrne is well versed on the Tariffs; President Hubbard added that Village Clerk/Treasurer Sheehan is also. Trustee Dolmatch offered that the Municipal Board could attend the meeting scheduled for Saturday, January 26, with the Village Board, Zoning Board of Appeals, Planning Board, and Historical Landmarks Commission at which time they

will discuss issues of mutual concern. Instead, President Hubbard offered to discuss our questions and concerns with Attorney Byrne so that he can begin thinking on it; the topic could be the first item on the next month's agenda. Regarding the budget, Trustee Angelillo said there are restrictions and Trustee Dolmatch said the budget process will be commencing shortly. President Hubbard suggested that Director Hunt meet with the mayor to discuss the project and budget. Trustee Angelillo said in order to discuss any underground to homes we need to state what we can and cannot do. President Hubbard advised that the next Municipal Board meeting is scheduled for Monday, February 18, the beginning of the school's winter break week. Deputy Clerk/Treasurer Couch indicated that she will be out-of-town, but the Commissioners present said they could make the meeting. Therefore, the meeting will not be re-scheduled unless Commissioners Blackler and Blackwell can't attend. President Hubbard said we can get educated on our rights at the next meeting and asked that Village Clerk/Treasurer Sheehan and Village Attorney Byrne attend the meeting.

**STATUS OF  
ELECTRIC  
CONSUL-  
TANT:**

President Hubbard said Commissioners Blackler and Blackwell, and Director Hunt met for the purpose of drafting a letter requesting proposals and to select the consultants to address. Subsequently, the Village Board approved the verbiage; President Hubbard asked that he be advised when the letters are ready for his signature. (Note: Clerk/Treasurer Sheehan advised me the next day that in an effort to speed the process along, the letters were signed with President Hubbard's name, initialed, and mailed late last week). Director Hunt said the consultants chosen to receive the letter are Curt Wilson, Stearns & Wheler, O'Brien & Gere, E-Pro, PLM, John Turner, HMT, Utility Services Inc., and Quad 3. President Hubbard confirmed for Trustee Angelillo that it was the Municipal Board's decision to hire an electric consultant. Director Hunt said the system evaluation would be the first project for the consultant. President Hubbard added that the consultant will make recommendations after completion of a system evaluation and we ultimately want to get a good handle on what we have, how to best maintain our system, and how and where it can be expanded. We need to have someone our Board can consult with, like the Village does with Stearns & Wheler, but about electric. Twenty years ago the Village had that capability with Empire Engineering, but they went out of business long ago. Trustee Dolmatch said we can always seek quotes for larger projects and won't be compelled to engage the Village's electric consultant for all projects. Trustee Angelillo expressed concern that we'd be paying a consultant for regular services that in the past were performed by our own employees. Director Hunt said there are some situations like that. As an example, he said he's making preparations for future distribution such as the fire station/Western Gateway underground, Old Stone Mill/Fennell Street/Jordan Street underground, Mid-Lakes, and Seitz Building recircuiting, etc., but it would be prudent to have P.E. review for certain designs.

As a follow-up to discussion at last month's meeting, Trustee Dolmatch said that Deputy Clerk/Treasurer Couch distributed copies of his e-mail correspondence with Dr. Fabio Carrera, a professor at Worcester Poly Tech Institute in Massachusetts, who is developing tools similar to what we'd like to have. Trustee Dolmatch noted that Dr. Carrera advised that they just completed an inventory/management system for a municipal electric company in Boylston, MA and indicated that "this type of project would be perfectly aligned with my interests". However, because of previous commitments he wouldn't be available until the summer of 2009. In response to Commissioner Moffa, Trustee Dolmatch said that Dr. Carrera doesn't work

exclusively with electric. Director Hunt commented that we could use the tools of investigating, systematizing, and recording data for a lot more than just electric. Commissioner Moffa said that S&W wants to do the work and its right up their alley. Director Hunt said there is tremendous benefit to knowing what you have (i.e. electric diagram) and where it is (include recent subdivision maps, etc.) and getting it all into a CAD system. Once that is complete, you can link data to it and you have a basis for GPS/GIS capabilities. Trustee Dolmatch recognized the importance of knowing the database parameters; President Hubbard added that's a reason to keep S&W in the fold and not circumvent them. Commissioner Moffa concurred that you want to work with someone who understands the identifiers. Relative to our sewers, water, and drainage systems, President Hubbard said S&W could establish the baseline that they can use in the future. Commissioner Moffa commented that you have to establish a database the right way and set it up so that our people can use it. Trustee Dolmatch suggested that since we have an ongoing relationship with S&W, we could ask how they approach it and if they have an example they'd be willing to share with the Board. In answer to President Hubbard asking if we ought to arrange with S&W for a presentation, Director Hunt said he'd like to meet with them first. President Hubbard said he'd like to see the chosen consultant have the ability to fold in electric with S&W's work. Trustee Dolmatch will keep communications open with Dr. Carrera and this item will remain on the agenda for Director Hunt to again report on at the February 18 meeting.

**ORCHARD ROAD:**

President Hubbard advised that Commissioner Moffa attended the meeting last Friday with S&W and thus asked him to make a report. Commissioner Moffa advised that they ultimately agreed to a four-prong plan to address the sewer surcharge on Orchard Road. House inspections will be scheduled (Codes Enforcement Officer Battle is to contact all the residents) to determine if connections exist to address infiltration and inflow (I&I); install as many as three ground monitors; get estimates for six flow monitors to be installed at different locations; and dye testing to identify sources where the water is coming in. Commissioner Moffa said that something has changed to give us this problem as major flow wasn't going on until 2-3 years ago. Trustee Angelillo said that at the January 14, 2008 Village Board Meeting Mayor Green explained that the videotape from last summer's inspection of the Orchard Road sanitary sewer was reviewed and showed spots on Orchard Road allowing I&I (64,000 gpd) from house laterals to enter the sanitary sewer system. Knowing that S&W was the engineer when the area was monitored and the overflow retention facility was sized about 10 years ago, President Hubbard said that S&W should have a good understanding of the area. We didn't have illegal hook-ups just yesterday, something has happened. Commissioner Moffa said it might be a plug in one of the junctions; he, Mayor Green, and Director Hunt are going to go out into the field and look. Commissioner Moffa added that he has ponding in his section of Orchard Road and there may be some bottlenecks. Director Hunt said there are three locations with ponding and S&W is putting together a work plan and timeline. President Hubbard agreed with Director Hunt that we concurrently need a drainage plan. Trustee Dolmatch said he knows first hand that we tried to work with the developer of Parkside Development for drainage relief channels. The point is that the channels are getting plugged easily and no one is charged with cleaning them, but the problem won't be solved in one place. In response to Trustee Dolmatch cautioning not to be diverted from a broad plan, Commissioner Moffa said that's why we'll be taking a four-prong approach. Director Hunt said we have to get water out of residents' basements and look at other

things also. President Hubbard asked if S&W is going to monitor the ground water monitors. Commissioner Moffa said no, before the drainage plan, we need to address the surcharges because of safety concerns. He added that Mayor Green has an excellent background and S&W has many knowledgeable people. President Hubbard asked that the Municipal Board be advised of any meetings such as Fridays.

\*Trustee Angelillo left the meeting.

President Hubbard concluded that we are waiting to hear back from S&W. Director Hunt recognized this as a scientific investigation and said he wants a specific work plan with some rigor to it and have it well documented so that the DEC and residents alike know that it's a credible effort. He added that he will call S&W Engineer Bob Carr for a draft work plan and their proposal. Commissioner Moffa indicated that the flow monitoring will be the most costly. Trustee Dolmatch said that Mayor Green recollected sandy soil in the Orchard Road area, but he recalls clay from his work with the Parkside Development project. Therefore, the soil is most likely different in different areas, so assumptions shouldn't be made.

**HMT  
QUOTE:**

Director Hunt said he identified work that didn't get done prior to former Superintendent LaForte retiring and asked HMT to provide quotations for electrical maintenance services as well as a proposal for infrared inspection. Referring to the Infrared Inspection Report, President Hubbard said it is very generic and could be for anywhere. Director Hunt clarified that it is just a sample and isn't specific to our equipment. President Hubbard noted that one proposal is for a lump sum price of \$8,900 and asked what that includes. Director Hunt said he knows HMT changes and samples our oil annually, and that the proposal includes additional work for an investigation and making of repairs of the A side transformer cooling fans, and an attempt to repair and/or replace oil sample valves that are defective. Other than that, he said he's not sure what's included for \$8,900. Commissioner Roney said he thinks the \$8,900 includes all the work in the sample report plus the two additional alternates. President Hubbard surmised that we wouldn't need all this work on a yearly basis, but that we need a better understanding before making a recommendation to the Village Board. Trustee Dolmatch suggested that Director Hunt might want to talk to other municipalities to ask what they do annually. President Hubbard asked Deputy Clerk/Treasurer Couch to provide a history of Village payments to HMT and that Director Hunt update us at next month's meeting.

**ONONDAGA  
COUNTY  
HEALTH  
LETTER:**

Regarding Onondaga County Health Department's (OCDOH) letter of December 12, 2007 relative to Long Term 2 Enhanced Surface Water Treatment Rule (LT2ESWTR), President Hubbard recalled that we were questioning if the Village could work with the City of Syracuse in pursuit of a joint solution to complying with this regulation. Therefore, President Hubbard talked with Mike Ryan (of the OCDOH) and received quite an education that he briefly described as follows. The City of Syracuse has two main reservoirs, Westcott and Woodlawn. Mr. Ryan detailed the City's plan to put in two covered tanks at the Westcott reservoir explaining that they will provide additional treatment for Cryptosporidium using UV when the water exits those two tanks. President Hubbard concluded that we found out that UV is the method of selection and that the treatment is not going to be here. Commissioner Moffa said we can try to battle with the DEC or put our own UV system in for well under a million dollars. We are not talking a "mega power system" and we could probably do it right up at our reservoir site. President

Hubbard said that Mr. Ryan also suggested that we talk to Rick March at the Health Department. In response to Trustee Dolmatch questioning if the Town of Skaneateles is aware of this rule, President Hubbard said he doubts if they were copied on the letter. Commissioner Roney agreed adding that they are just a customer of the Village of Skaneateles water system. Commissioner Moffa agreed that we can talk to Mr. March to determine how to most efficiently address compliance of LT2ESWTR. Additionally, he advised that Brown and Caldwell is the premier firm relative to water systems. President Hubbard directed Deputy Clerk/Treasurer Couch to send a clean copy of the OCDOH letter of December 12, 2007 to the Town of Skaneateles for their information with a cover letter recognizing that the Village will be responsible for providing additional treatment and that we are looking into our options. *(In reviewing these minutes, Director Hunt noted that Mayor Doerr of Elbridge recently called to ask what we planned for a response to the regulations and was very worried about the costs. I told him I would talk with the Municipal Board to see if we might let him know our findings as they become available so he would be armed with some knowledge when selecting an approach or a consultant.)*

**PCBs:** Director Hunt reported that we received the EPA form regarding PCB disposal because we signed a manifest to dispose of PCB's. Inasmuch as there are implications if the form is not filled out correctly, there are classes to learn how to complete it. Director Hunt said March 8, 2008 is the deadline to get it done and undoubtedly O'Brien & Gere or Safety-Kleen can assist with the form. Director Hunt said we are theoretically done with anything on the ground – soil samples were collected by O'Brien & Gere. A soil sampling report is due in a few weeks.

**ADJOURN:** The meeting adjourned at 9:23 p.m.

*Patty Couch*  
Patty Couch  
Deputy Clerk/Treasurer