

VILLAGE OF SKANEATELES
MUNICIPAL BOARD
MINUTES OF REGULAR MEETING – July 16, 2012

Present: Chair Peter Moffa, Commissioners Blackler and Hall. Trustee Lanning, DMO Lotkowitz.

Absent: Commissioner Blackwell

Minutes: The minutes from the meeting of June 25, 2012 were approved as submitted on motion by Comm. Blackler, seconded by Comm. Hall. The vote was 3 – 0 in favor.

AMR: DMO Lotkowitz reported that water meter installation had taken a break due to vacations, but installations have started back up again. There had been a concern about the District meters – that meter water going to different water districts within the town. There are four or five of these District meters. Typically these are quite old and readings are less than accurate; everything is rusty and there is a risk of breaking bolts. After the last Municipal Board meeting, the DMO reviewed the urgency of installing the meters with the Mayor and he suggested we could utilize the Onondaga County contractor for installing these sooner rather than later. These contractors have the experience and tools to expedite the installation.

Community Center Impact Study – update: DMO Lotkowitz reported that there is a meeting scheduled for Friday of this week to finalize strategy and to determine if there will be a meeting with the New York Public Service Commission. The Community Center is located at the end of existing distribution lines, and imposition of its load dictates expansion of the existing infrastructure if the Center cannot be served from State Street. It seems increasingly likely that the infrastructure augmentation will be the option that the Village will be required to use. For a cost of somewhat more than \$300,000, the Village will overbuild its infrastructure up Jordan Street. The Community Center will bear the cost of the underground line from Jordan to the new transformer. In addition, some readjustments will be required at the substation. For a cost of only \$60,000, obtaining a second delivery point so that the Village can use existing infrastructure to deliver power to the Community Center via State Street would be the most cost-effective way to do it. This solution is being blocked by National Grid. PSC intervention could possibly break that logjam.

Hydro-power Increase – update: DMO Lotkowitz referenced an email from New York Power Authority that said, “Congratulations. The Board meeting went very well. The Village of Skaneateles has received an approval for 100 KW of EDP power by the New York Power Authority’s Board of Trustees. The Municipal and Rural Cooperative Economic Development Program is a very important program to us. We are happy to be able to offer the needed assistance to the Village of Skaneateles under this program.” He went on to say that the Village would receive the formal letter in a couple of weeks, including the steps that need to be taken

and reminding that this approval is conditioned upon the Community Center becoming a customer of the Village.

This 100 KW increase will bring the Village's total allocation to 5.2 MegaWatts. The increase represents 25% of the Community Center load. The magnitude of the increase is based upon the numbers of full-time jobs that will be created by the addition to the facility. Chairman Moffa asked about the current status and progress of the Community Center expansion, and requested that DMO Lotkowitz inquire about the status at the Friday meeting later this week.

Tallcott Lane Water Line – update: DMO Lotkowitz reported that the Village Attorney is working on obtaining the necessary easements. This project involves the construction of a new water line from West Lake Street to the top of the hill at Tallcott Lane in order to serve four properties (Fitzgerald, Hanrahan, and two for Kenan). The existing water line has severe corrosion that limits flow. It has been serviced by the Village and over the years the Village has assumed ownership. The replacement line will be owned by the Village.

WWTP – RBC – update: DMO Lotkowitz reported that delivery of the RBCs is expected in mid-August and installation will commence upon receipt. In advance of the confirmed delivery date, the Village will have contracted with a rigger to remove the roof of the Waste Water Treatment Plant, so that the RBCs may be brought in. Most likely the RBC installation will be done in stages. The roof will remain off until the correct bacteria growth is achieved in the new RBCs. A tarp may be required to limit the amount of UV exposure, since too much can affect the bacterial growth. Chairman Moffa strongly recommended that a cover of some type be used.

Underground Residential District Service – Fennell/Jordan Streets Design: DMO Lotkowitz reported that he needs to meet with Tom Touro from CHA, to review the different designs for the options.

Next Steps for Master Plan of Village Electric System: Chairman Moffa noted that he had contacted former Comm. Alan Dolmatch regarding the possibility of Mr. Dolmatch's being the principal writer of the Master Plan. Mr. Dolmatch indicated that he would be interested, but prefers to take it slowly to determine if he will get sufficient participation for help. Chairman Moffa feels that the members have contributed much of the necessary input and that now, with DMO Lotkowitz' information (already requested by Mr. Dolmatch), that the Master Plan could be drafted in perhaps two months time.

Chairman Moffa explained that Mayor Hubbard considered this his highest priority upon assuming office, because so much of the system design and operation are undocumented. The specific knowledge of current employees could leave with them and be lost to the Village. With CHA having been hired as the electric consultant, it was good timing to have them put together the data bank for DMO Lotkowitz. Now, it is a matter of writing down what the Village has existing and also what the Village needs to provide in the future to maintain what we have and what facilities may be required to address future loads.

Ephesus Technologies Demo of LED Street Lighting: DMO Lotkowitz explained that the custom brackets demonstrated by Ephesus at the last meeting actually will only work in the lights to be installed on Orchard Road. The Genesee Street lights have a different bolt pattern and design, so some slight modification to the bracket will be required. There are five lights on Orchard Road and three more in the remainder of Parkside. Only two demo units will be installed on Orchard and four demo units are planned for Genesee Street. The goal is to have the demo units installed by end-July. While the village will be buying the new LED lights, the Village could go back to high-pressure sodium lights if people don't like the new units. Comm. Hall asked if there will be newspaper publicity seeking public reaction to the new lights, once installed. DMO Lotkowitz indicated yes, noting that it had been mentioned in the last issue of the *Skaneateles Journal*. The Board noted the benefits of reduced power consumption, night-sky compliance, and individual controllability options.

CFA Grant Submission for renovation of New Village Hall: The State has a Consolidated Funding Opportunity program, one that takes all of the money available for programs and accepts a single on-line application for a specific project. One program in particular is sponsored/managed by NYSERDA (PON 2571) making up to \$12 M available for energy projects for non-SBC-paying (System Benefit Charge) entities, such as the Village. The Village is redeveloping some 4,000 SF of the 7,500 SF at the former fire station, as a home for the Village offices and Police Department. Our goal, in this grant application, is to create a net-zero, LEED-accredited building, the first in New York State. Net-zero means that the building makes as much energy as it uses. The Village is shooting for at least a Silver level accreditation, by packaging solar-photovoltaic panels, LED lighting, geothermal heating & cooling, upgraded insulation systems and the latest in heat-pump technology. An energy model of the proposed building showed a reduction of 65% compared to traditional solutions. The building seems to be ideally situated for the solar-photovoltaic system, and the expansive parking areas provide sufficient space for the geothermal implementation. It is conceivable that the building could actually put power back into the grid, in essence spinning the meter backward.

The grant application asks for \$546,493 an amount representing 75% of the green costs of \$728,658 that will be added to the base building costs that the Village has been working toward as part of the planned move. The Village would be responsible for the remaining 25%. The grant was due and was submitted today, July 16, having been pulled together in the last three weeks. The application assumes some 35 jobs created as a result of this initiative, based on the total construction expenditure. The green costs can be viewed as an investment rather than as an expenditure because of the eight-year paybacks.

Trustee Lanning gave credit to DMO Lotkowitz and his team, QPK (architect), Paul Sack & Assoc. (engineer) with great help from the Central New York Regional Planning and Development Board. Additional recommendations and estimates were provided by John Manning, a geothermal consultant. Sen. DeFrancisco's office has indicated that in the last round, the local recommendations were largely approved without changes by Albany. Trustee Lanning observed that a significant plus is the ability to showcase these technologies in a public municipal building among other municipalities or private users.

Letters of support were secured from Gary Finch (Assembly), Don Jordan (SOCPA), Mary Beth Primo (Onondaga County Office of Economic Development), David Botar (CNY Regional Planning & Development Board), Mark Lichtenstein (Center of Excellence), and Will Barclay (Assembly). While Joanie Mahoney (County Executive) is generally supportive of the project, she did not feel that she could send a letter because she is part of the panel that decides the worthiness of proposals. However, her planning and economic development executives did support it.

Chairman Moffa noted that the Auburn municipal building is totally heated and cooled to 71 degrees totally on geothermal. He continued by summarizing some of his personal experiences in this area.

Water System Asset Management Plan and Study Proposal: DMO Lotkowitz reported that he had requested GHD (Village Engineers) for a plan to review the water system – to map it out as was done with the electric system (in that case using Access database and AutoCAD display). The study is to specifically document what are existing conditions – where are the pipes, how old are they, where are the valves, where are the hydrants, and to tie it all into a GIS mapped system, so that we have a baseline understanding of the water system that can be used to model scenarios, and develop projects to increase the pressure and flow as well as to improve the infrastructure of the water system. This is partially driven by fire department concerns that they don't have optimal water pressure and flow in some areas. As with the electric system asset management plan, this will put the Village on a plane that allows decision-making in what to do next and to anticipate the funding requirements.

GHD has identified four main phases for this project:

1. Data collection, review and field testing
2. Preparation of GIS database and map
3. Hydraulic Model development, analysis and capital improvement plan
4. Development of Computerized Maintenance Management System (CMMS)

DMO Lotkowitz recommended postponing phase 4. (CMMS), for now and concentrating on the first three phases. Completion will allow for evaluation of the geographic extremes of the Village and to evaluate potential fire-fighting conditions on the bases of pressure and flow. The Mayor has asked him to get the final proposal and have it teed up for the next Village Board of Trustees meeting.

Chairman Moffa indicated his support for this project. Comm. Blackler thought the cost was surprisingly low. Comm. Hall believes it to be a good investment and a good idea to pursue.

Upon motion of Comm. Hall, seconded by Comm. Blackler, the Municipal Board endorsed proceeding with the first three phases of the Water System Asset Management Plan as outlined in the proposed GHD agreement. The vote was 3-0 in favor of the motion, which passed.

Next Meeting – August 20, 2012: The members agreed to hold the next meeting on August 20, 2012.

Upon motion of Comm. Hall, seconded by Comm. Blackler, the meeting adjourned at 7:56 pm.

Respectfully submitted,

Dennis Dundon
Clerk to the Boards