

VILLAGE OF SKANEATELES
MUNICIPAL BOARD
MINUTES OF REGULAR MEETING – August 20, 2012

Present: Chairman Peter Moffa, Commissioners Blackler, Blackwell and Hall. Advisor Dienst. Trustee Lanning, DMO Lotkowitz.

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

Chairman Moffa called the meeting to order at 7:00 pm and introduced and welcomed newly-appointed Advisor Ed Dienst, who is functioning as an advisor rather than commissioner because he is not a Village resident. Advisor Dienst greeted the Board and reported that during his 33 year career with Niagara Mohawk/National Grid he held positions in engineering, operations management, asset management and executive management. His educational background is in civil engineering and he holds the Professional Engineer designation. The Chairman noted the timeliness of the appointment since one of the Board's current major undertakings is a master plan for the Village electric utility.

AMR: DMO Lotkowitz reported that the Village staff had recently completed three days of vendor training with Sensis. The training covered their MDN FlexWare software, the interface to the transmission system that collects the data from which the billing information and reports are extracted. The system covers both water and electric usage. Water meter installations are moving ahead very well -- 952 water meters installed (420 this year) with just 192 remaining to be done. There are 1335 electric meters installed (31 done this year) with 168 remaining. The crew has been successful at making the installations by coming to the house without an advance appointment. The District meters – that meter water going to different water districts within the town – are pending installation-contractor availability to be started. There are four more of these District meters to be done.

Meters report every 4 hours, so a reading can be obtained and a final subscriber bill determined on any particular day. While the existing billing works, a new billing system is to be installed in the next 2 months.

Community Center Impact Study – update: DMO Lotkowitz reported that there is a letter pending to the New York State Public Service Commission requesting their help in gaining an access route from State Street, the lower cost solution. However, 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 augment 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.

The Community Center has current plans to add a second ice rink and also a gymnasium. They are beginning to raise the funds needed to proceed. They may look to implement alternative energy sources (solar and geothermal). To obtain the recently-granted increase of 0.1 MW of hydropower, the Community Center has committed to increase employment by 5 FTE. Comm. Blackwell asked that assuming they comply, what savings will be realized by the Village. He asked that DMO Lotkowitz provide that calculation for the Board at its next meeting.

Tallcott Lane Water Line – update: DMO Lotkowitz reported that the Village Attorney is 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 new water line construction is projected to start after Labor Day and should take about a week. Village forces will be doing this work.

WWTP – RBC – update: DMO Lotkowitz reported that roof removal will start September 4, 2012. A crane will lift off the concrete panels from the roof. The Rotating Biological Contactors (RBCs) are being shipped on the 4th and delivery of the three new RBCs is expected September 6. We have contracted for rigging and installation labor services which will take the old ones out, set the new ones and set the bearings. Village forces will be doing the necessary wiring. The roof will remain off until the correct bacteria growth is achieved in the new RBCs.

Underground Residential District Service – Fennell/Jordan Streets Design: DMO Lotkowitz reported that he will be meeting with CHA and Verizon to determine Verizon's requirements for their facilities. With their main switching office on Fennell Street, large cables are involved. Based on the Verizon requirements, CHA will be coming up with the preliminary costs for the project, and then will go on to do the design that will be submitted to the Village Board for approval. It was unclear in the discussion who pays to rearrange the facilities going to a home or business from overhead to underground. The decision as to who pays what is the Village Trustees' call.

The Village is the initiator of his project. The driver for this initiative is economic development and esthetics; an attempt to capture the vitality that was created when the aerial lines were removed from the Genesee Street downtown area. The costs for Verizon and Time Warner to relocate underground may be borne by the initiator. The pole attachment agreement should be reviewed to see if it has provisions that apply.

Next Steps for Master Plan of Village Electric System: Chairman Moffa noted that former Comm. Alan Dolmatch has been drafting two sections of the plan based on input documents received from Comm. Blackwell (Section 2) and Comm. Hall (Section 3). The Chairman said that he would distribute the draft Section 2 by email to the Board members for their review and comment. Chairman Moffa feels that with DMO Lotkowitz' information being incorporated into Section 3, that that Section could be ready for the Board members soon.

Ephesus Technologies Demo of LED Street Lighting: DMO Lotkowitz recapped that the custom brackets demonstrated by Ephesus earlier actually will only work in the lights to be installed on Orchard Road (Parkside). The Genesee Street lights have a different bolt pattern and design, so some slight modification to the bracket will be required. Their fabricator has

determined that the changes are possible, so the Village went ahead with the demo contract. Two demo units will be installed on Orchard and four demo units are planned for Genesee Street. We do not have a firm installation date yet. The Board discussed the economic benefits associated with this change, primarily in the area of operating cost reductions. The lights operate 12 hours per day on average, using 150 watts per bulb currently. Payback was calculated to be 3.9 years, because the LED lights require significantly less power. As an aside, DMO Lotkowitz said that the Fennell Street project would use new ornamental light fixtures, most likely using cast iron poles.

CFA Grant Submission for renovation of New Village Hall: The Village has submitted its grant application under the program sponsored/managed by NYSERDA (PON 2571) making up to \$12 M available for greenhouse gas improvement energy projects for non-SBC-paying (System Benefit Charge) entities, such as the Village. Our goal, in this grant application, is to create a net-zero, LEED-accredited Village Hall, the first in New York State. Net-zero means that the building makes as much energy as it uses. The funding opportunity has attracted some 225 applications in the Central New York region alone. A 25 person panel of elected officials and business people has been engaged in “scoring” the projects, to determine the most viable and desirable. The Village’s application and supporting documentation is felt to be superior to many others, by virtue of its execution. Paul Sack & Associates made the engineering calculations.

The Board reviewed the total project cost summary, prepared by DMO Lotkowitz. 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 of \$748,312 that the Village has identified as occupancy costs associated with the planned move. The Village has identified funding sources, including the green grant, that offset the projected costs. Some or all of the green initiatives may be dependent upon success with this grant.

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). GHD is currently in the beginning stages of Phase 1 (Data collection, review and field testing) of the project. One of the outcomes of this project is to use the 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.

Electrical Inspection status: Comm. Blackwell asked about where the Village stands on rectifying deficiencies identified in the electrical inspection report dated June 5, 2012. He is especially concerned about the underground portions. DMO Lotkowitz reported that substation maintenance was completed a month ago. Comm. Blackwell asked if a matrix of deficiencies could be developed and annotated with the date completed? DMO Lotkowitz said that is normal utility practice and that it would be shared with the Board. Chairman Moffa asked that the DMO provide a periodic status report on the deficiencies identified as “Immediate”.

Next Meeting – September 17, 2012: The members agreed to hold the next meeting on September 17, 2012.

Upon motion of Comm. Hall, seconded by Comm. Blackler, the meeting adjourned at 8:19 pm.

Respectfully submitted,

Dennis Dundon
Clerk to the Boards