

VILLAGE OF SKANEATELES  
MUNICIPAL BOARD  
MINUTES OF REGULAR MEETING – September 24, 2012

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

**Absent:** Commissioner Blackwell

**Minutes:** The minutes from the meeting of August 20, 2012 were approved as submitted on motion by Comm. Blackler, seconded by Comm. Hall. The vote was 3 – 0 in favor.

Chairman Moffa called the meeting to order at 7:02 pm.

**AMR:** DMO Lotkowitz reported that 922 water meters that are installed in the billing system and are being successfully read by the AMR system and data-transferred to billing. There are 44 meters that are not flowing through to billing – either they are not yet set up in billing or not correctly set up. Thus there are a total of 966 AMR-capable water meters installed, with a 98.6% rate of successful billing integration. The electric meters enjoy a 99.4% rate of successful billing integration. The AMR system at the tower is performing the meter reading function at 100% success. It accumulates the data there, and periodically the data are extracted through file transfers and transmitted to the Village Hall for billing preparation.

There are approximately 180 water meters left to be installed. The contractor is about ready to begin the installations of the four remaining “District” meters (Onondaga Street, Tower site, Genesee Street and West Elizabeth Street).

The Village received an email this afternoon requesting that the Village release the remaining 50% hold-back for the tower work, in the amount of \$38,500. The Town has already paid the first half. DMO Lotkowitz would like a commissioner to review the contract wording with him and Mike Byrne, before authorizing it for payment. Chairman Moffa asked for volunteers; Comm. Hall volunteered to assist with this review.

**Community Center Update:** DMO Lotkowitz reported that he, Mayor Hubbard, Charlie Wallace from SRCT, and Kevin Brox (regulatory attorney) met with staff members from the New York State Public Service Commission to request their help in gaining National Grid’s acceptance of a plan to use an access route from State Street in providing electric service to the Center. Michael Corso, Director of Industry and Governmental Relations of the Commission’s staff, indicated a willingness to try to broker a compromise that would benefit ratepayers of both entities.

There is no question that the Community Center can purchase service from the Village. Their current contract with National Grid expires in December of 2013. While early termination (with penalties) is possible, indications are that the Center will wait until its expiration. Discussion ensued about the ability to recover infrastructure improvement costs from the Center. It appears that the customer is not responsible for the Village's costs to upgrade.

**Tallcott Lane Water Line – update:** DMO Lotkowitz reported that the Village Attorney is continuing to obtain the necessary easements. The work, once begun, should take about a week. Village forces will be doing this work.

**WWTP – RBC – update:** DMO Lotkowitz reported that three new Rotating Biological Contactors (RBCs) have been installed and are turning. The work began on September 6 and was completed on the 21<sup>st</sup> and the roof panels have been reinstalled. The new 5HP drives are expected to arrive in mid-October and will be installed then. The DMO passed around an album of photos documenting this very successful project.

**Underground Residential District Service – Fennell/Jordan Streets Design:** DMO Lotkowitz reported that he had met with CHA and Verizon to determine Verizon's requirements for their facilities. With their main switching office located on Fennell Street, large cables are involved. While Verizon has several underground cables, there is still major aerial cabling present. 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. Chairman Moffa suggested that the DMO prepare a schedule for this project.

Trustee Lanning said that the Village paid the bill to rearrange the facilities going to a home or business from overhead to underground when similar activity was done on Genesee Street. Clerk Dundon reported on the Planning Board's interest and recommendation that any utility undergrounding activity take into account the Fennell Street Master Plan design that was done several years ago.

**Next Steps for Master Plan of Village Electric System:** Chairman Moffa noted that he had sent out Section 2 for comment, as he had committed at the last meeting. In discussing comments, Comm. Hall suggested that "Goal 1" should be to define and document the system as it is today, then to suggest changes. Likewise under "Issues", he suggested that first priority is to maintain the already-high levels of service, then to improve it. The plan's purpose is not solely to make changes and improvements. Comm. Blackler believes that the underground system problem areas – documented in photographs – should be addressed as well. Advisor Dienst suggested that interruption data should be captured and trended as a future decision-making tool. The Village does track efficiency data (what we buy compared to what we bill). Losses are due to unbilled service locations, such as the Village Hall; and wire or transformers that are under-sized or over-sized, leading to losses. Efficiency losses are currently at 6.2%.

Chairman Moffa noted that the Village's energy-saving initiatives will be showcased and highlighted to residents. For the next meeting he would like to target discussion of Section 3.

Advisor Dienst stated that best practices would suggest that the Village replace system elements based on condition, not on arbitrary useful life estimates. The Board had some informal discussion of the types of testing done by large utility companies.

**Ephesus Technologies Demo of LED Street Lighting:** DMO Lotkowitz recapped that little progress has been made since that company's initial presentation to this Board, until very recently, when they delivered two lights – the ones that incorporate the original bracket design. These units can be installed on Orchard Road (Parkside). The Genesee Street lights with the different bolt pattern and design, have been promised within the next two weeks. Chairman Moffa wanted to know if the units incorporate the physical shield as was formerly presented by Ephesus. The DMO said they do not. As was formerly presented by Ephesus, likewise, the remote feature is not equipped. Consequently the Chairman does not want a test light installed in front of his house. Chairman Moffa suggested that it might be advisable to let the availability of the additional features drive the start of the trial. Even the downward LED light could shine directly into his first-floor bedroom; the Chairman does not want to take the risk unless the intensity can be reduced should the effects of the lighting be worse. The company has said that they will retrofit the remote feature when it is available.

**CFA Grant Submission for renovation of New Village Hall:** The Village has submitted its grant application under the program sponsored/managed by NYSERDA. Our goal, in this grant application, is to create a net-zero, LEED-accredited Village Hall, the first in New York State. The Village's locally-scored application has been sent on to the Governor's office for review and decision. The geo-thermal and LED lighting portions of the plan are intended to be done with or without the grant.

**Water System Asset Management Plan and Study Proposal:** DMO Lotkowitz reported that the project kicked off last month. He has been providing GHD (Village Engineers) with information. GHD is currently in the beginning stages of Phase 1 (Data collection, review and field testing) of the project. The actual mapping of valves, hydrants and access points will begin soon. Each element will have a GPS location that is accurate to 4 cm. As an aside, the proposed Victory Sports complex impacts on water pressure will have to be considered.

**Carbon Footprint study status:** Chairman Moffa asked about where the regional Planning Board stands on updating the report detailing the Village's carbon footprint. He asked DMO Lotkowitz to follow up and report at the next meeting.

**Municipality LED Lighting Grant Opportunity:** Chairman Moffa said that this grant opportunity had been forwarded to DMO Lotkowitz for a recommendation. He also noted that GE is receptive to meeting with municipalities to review the benefits of LED lighting.

**Next Meeting – October 15, 2012:** The members agreed to hold the next meeting on October 15, 2012.

**Upon motion of Comm. Hall, seconded by Comm. Blackler, the meeting adjourned at 8:39 pm.**

Respectfully submitted,  
Dennis Dundon  
Clerk to the Boards