

REGULAR MEETING, MUNICIPAL BOARD
MONDAY, DECEMBER 15, 2008
7:00 P.M.

Present Commissioners Walt Blackler, Alan Dolmatch, Marty Hubbard, Peter Moffa, and Mark Roney, Village Trustee Marc Angelillo, Village Attorney Mike Byrne

Absent Commissioner Blackwell

Others Present John Camp* C&S Engineers, representing the Town
Cliff Abrams 37 State Street

Minutes

On the motion of Comm. Dolmatch, seconded by Comm. Blackler, it was resolved and unanimously carried (5-0 in favor) to approve the minutes of the Regular Meeting of November 17, 2008 as presented.

Status of Director of Municipal Operations (DMO) Hiring

Trustee Angelillo reported that he spoke with Bob Lotkowitz who accepted the Director of Municipal Operations (DMO) position with the village. Mr. Lotkowitz indicated that he is going to inform his present employer today and commence employment with the village January 1 or 5, 2009. Trustee Angelillo informed the Board that the Village Board will be voting on the hiring of Mr. Lotkowitz at their regular meeting Monday, December 22. Although reporters will most likely be in attendance at that meeting, Comm. Dolmatch suggested that Trustee Angelillo submit a press release – it can say as much or as little as the Board prefers, but typically includes starting date, residence, previous experience, etc.

Cryptosporidium-U/V Disinfection

Comm. Moffa reported that the Village Board authorized S&W to start designing a UV disinfection facility at a cost not-to-exceed \$25,000. In response to Comm. Moffa questioning if we gave them a timeframe to target, Trustee Angelillo said he doesn't think so. Comm. Moffa commented that he knows a letter was mailed to S&W authorizing them to proceed, but he has not talked to them. Comm. Dolmatch noted that the Village Board minutes indicated that the Village would contact the Town about the cost of the UV project. Attorney Byrne confirmed that Mayor Green sent a letter to Supervisor Tierney on December 4 and said he can provide a copy to Mr. Camp. Subsequent to that letter, Town of Skaneateles Water Department Foreman Bruce Famoly wrote Mayor Green advising that Supervisor Tierney asked him to re-form a reservoir committee of Town and Village members. Comm. Moffa indicated that he read the letter, as did Comm. Dolmatch who noted the reservoir issue was also incorporated in the letter. In response to Comm. Moffa stating he doesn't think it's the Municipal Board's right to appoint anyone to the committee; Comm. Hubbard said we can suggest names to the Village Board. Comm. Dolmatch said the DMO should be involved along with a Municipal Board member, a Village Board member and Laborer Tom Main. Comm. Moffa agreed to serve on the committee, but asked that another member serve as a backup; Comm. Hubbard offered to be involved if Comm. Moffa isn't available. Comm. Dolmatch suggested treading lightly on any Town issue; Comm. Moffa said it is all interrelated with fire flow, capacity, etc. Comm. Dolmatch recalled that the Village offered some land to the Town sometime ago at a nominal fee. Recognizing the numerous subjects the new DMO will be charged with when he commences employment, Comm. Moffa said we will give him as much assistance as possible.

Town Letter Re: Reservoir Committee

Comm. Moffa noted that this topic was included in the above discussion.

*Mr. Camp left the meeting.

Status of AMR (Automatic Meter Reading)

Recognizing that Comm. Blackwell wasn't in attendance to offer a report, Comm. Moffa asked Trustee Angelillo for an update. Trustee Angelillo said there is an issue of payment. Former DMO Hunt ordered a significant number of meters, to the sum of \$72,000.00, that have all been delivered. However, billing wasn't to occur until a representative number of meters were installed, readings were transmitted and utility bills produced. Inasmuch as some meters are being used, EJ Prescott is seeking payment. Trustee Angelillo also noted a problem with the electric meters – the 3-phase meters and network meters have not been delivered yet and we have been and are still hearing all different shipping dates from EJ Prescott. The Village Board discussed making a good faith partial payment for those meters which were part of Phase One. Trustee Angelillo said he thought the agreed-to-number of "test meters" in Phase One was 90 electric and 75 water meters; he'll work with Light Dept. Foreman Murphy to identify what's been ordered and shipped and what constitutes Phase One meters. Mr. Kaulfuss, of EJ Prescott, has not yet trained Village employees. In response to Comm. Roney, Trustee Angelillo said he isn't sure what the Town is doing. Comm. Moffa recalled that software was talked about too – a stipulation to have billing software. Trustee Angelillo said we are not there yet; it all has to work.

Fallon (Rich Tract) Water Service

Comm. Moffa referred to the map that was distributed at last month's meeting that Laborer Matt Campbell drew. Comm. Moffa said he hoped Comm. Blackwell would be present to speak about this topic as he is not sure a loop would solve the problem. Trustee Angelillo reported that the valve is open again and that this is a moot point until West Lake Street is reconstructed.

Capacity/Vulnerability/Emergency Response Plan Development, S&W Proceeding

Comm. Moffa reported that it is his understanding that S&W was authorized to proceed. A review meeting was held on December 2 with Mayor Bob Green, Village Attorney Mike Byrne, and Commissioner Moffa attending. The Final Report is now available.

Transformer Enclosure Issues

In response to Comm. Moffa asking if there has been any progress, Trustee Angelillo said a letter was received from CHA in response to asking them to scale back their initial report to address the condition of the most critical transformer enclosures. CHA recommends "immediate steps to mitigate serious potential hazards" – isolate the transformer enclosure behind Doug's Fish Fry and the one along the lakeshore, at the end of the ramp from the street. The enclosures need to be protected from being struck by a snow plow or other vehicle. Comm. Moffa recognized that the report is what we wanted and Comm. Dolmatch noted the threat is from the outside, not inside. Acknowledging that CHA recommends completing some steps prior to Memorial Day 2009, Trustee Angelillo agreed to talk to Line Foreman Murphy and DPW Foreman Perkins. Additionally, he is going to recommend that the Village Board authorize proceeding with the recommended course of action. Comm. Moffa recalled that Clerk/Treasurer Sheehan provided a spreadsheet on the FYE 2009 Light Budget at last month's meeting and that it should be updated and provided again for review at the January meeting. Trustee Angelillo asked that the CHA letter be copied to the Municipal Board (Deputy Clerk/Treasurer Couch did so after the meeting).

System Diagram Project

Comm. Blackler reported that he has not yet met with Lineman Abbott and wants a copy of Bob Serafini's system diagram to review. The Board surmised that the report is somewhere in the former DMO's office at the DPW.

Status of Authorization of D. Stevenson for Sprint/Nextel

Trustee Angelillo said he knows authorization was given, but isn't sure if the Sprint/Nextel work is done.

Underground Electric Service for New Police Station

Comm. Dolmatch said he reviewed the CHA draft project report relative to an electric underground evaluation for a new police station, and Fennell and Jordan Streets, but has not digested it all thus far. He needs to review it in greater depth to understand it and figure out where the money will come from to do the work. This topic will be carried to the next meeting agenda.

Orchard Road Area Sanitary Sewer Study

Comm. Moffa provided the Board with copies of the S&W final draft of the Orchard Road Area Sanitary Sewer Study Report Executive Summary, noting that there are no surprises. The most significant flow is coming from West Lake Street and not Franklin Street as initially reasoned. Comm. Moffa said S&W did a good job with the map that identifies each section and the flows during dry and wet weather. Trustee Angelillo said the WWTP report for October was unusually low and may be a result of the Orchard Road improvements. Comm. Roney noted that the Town also did drainage work off Franklin Street down from Mirbeau. Comm. Moffa stated that Mayor Green has the full report and showed him the map but he (Comm. Moffa) hasn't had time to review the full Orchard Road report in depth. Commissioners Blackler and Dolmatch asked to receive a copy of the full report (Deputy Clerk/Treasurer Couch did so after the meeting). Comm. Dolmatch commented that work seems to have slowed on projects such as Parkside and Hidden Pond. Comm. Moffa said the Planning Board approved Phase 2 of the Parkside Development conditioned with a multitude of things to accomplish by June, 2009.

HMT Report

Trustee Angelillo informed the Board that the HMT report on the substation inspection was received and it noted some "emergency type" items to address such as voltage regulators. Trustee Angelillo indicated that he will follow-up with Line Foreman Murphy.

Consultants' Fees

Trustee Angelillo asked how much CHA has billed to date and said he wants to track consultants' fees (more Electric Dept. related than new Police Station related). He asked for an update on CHA fees and accomplishments for review at the January meeting.

Next Meeting

The next meeting is scheduled for Monday, January 19, 2009.

Adjournment

The meeting adjourned at 7:50 p.m.

Patty Couch

Patty Couch
Deputy Clerk/Treasurer