

**VILLAGE OF SKANEATELES
MUNICIPAL BOARD
MINUTES OF REGULAR MEETING – September 28, 2016**

Present: Chairman McQuaid, Commissioners Blackler, Hall and Rhoads, Advisor Dienst, DMO Harty, Trustee Stokes-Cawley, WWTP Operator Nofzell.

Absent: Comm. Palmer

Chairman McQuaid called the meeting to order at 6:00 pm, and welcomed Comm. Rhoads to the Board. Comm. Rhoads submitted his Oath of Office for the Village Clerk. The Board also welcomed Brad Nofzell to the meeting.

ADMINISTRATION

Approval of Minutes. Upon motion of Comm. Blackler, seconded by Comm. Hall, the minutes of the August 24, 2016 regular meeting were approved as submitted by a 3-0 vote in favor of the motion, with Comm. Rhoads abstaining.

Project Prioritization, Planning & Scheduling. The discussion on this topic at the last meeting was quite helpful. Chairman McQuaid noted that an on-boarding package for new members would be helpful. Having this under the secure portion of the website would be ideal.

Comm. Hall suggested that the microgrid initiative should be on this list – in that increasing redundancy and/or independence in the electric grid is a positive goal. The Board agreed to revisit that topic as a possible project.

Chairman McQuaid asked if the members thought that adding additional costing and resourcing categories is helpful. DMO Harty believes that there is a lot that the Board could do; the Board will likely be presented with regular financial decisions and will need to make the right choices. Many projects have several parts and dependencies that have to be considered.

MB Membership Engagement. Comm. Hall noted that this would be his last meeting as a member of the Board. Comm. Rhoads was appointed to The Board at the Trustees' meeting on September 22, 2016.

MB Web Portal, Education and Procedures. DMO Harty reported that several additions have been made to the Village website in order to provide better service and an enhanced experience for residents and visitors. Through this portal the Board will have secure access to sensitive documents.

UTILITY FINANCIALS – GENERAL

DMO Harty reported that the NYMPA purchased power bill was up for August – a level equal to January. DMO Harty reported that the electric fund financial reports now contain data on costs by source of the expense, and handed out the current report for the most recent month. DMO

also handed out the comprehensive revenue report for review by the Board. Chairman McQuaid complimented DMO on the clarity of the report. May 31 completed the first month under the new sewer rates. Comm. Blackler asked if the revenue for the water sold to the Town water districts is included in the utility numbers. DMO Harty noted that it is currently done by hand and may be included as part of utility billing in the future. It needs to be picked up for these purposes.

ELECTRIC UTILITY

NYMPA/MEUA. DMO Harty said that she had attended the MEUA annual meeting at the end of August. Late in August, the PSC issued an order for Renewing Energy Vision and directing the implementation of emissions credits. This will introduce two new taxes – a renewable energy credit designed to divert new tax revenue to NYSERDA for the purpose of continuing wind and solar subsidies, and a zero emissions credit designed to create a pool of money available for nuclear plant subsidies. Both will look at the total energy usage on the grid; NYMPA will handle the brokerage for its members. The goal of 30% renewable energy by 2030 is unattainable. MEUA will provide help to municipal utilities looking to prepare PSC rate cases. The NYMPA annual meeting is being held later in October. In response to a question by Adv. Dienst, DMO Harty verified that the refunds received as a result of the FERC complaint against National Grid, are to be returned to ratepayers through the PPA calculations, pursuant to PSC directions.

Significant Operational Activities

- Village Hall LEED/HVAC Commissioning – No update.
- Tree Trimming – DMO Harty reported that she had met with the Tree Advisory Board and has been working with the DPW and Electric Dept. linemen. DPW has been doing some pruning of street trees on a more regular basis. Comm. Blackler indicated that he had traveled Genesee Street; there are 6 trees that are pretty bad, 2 are very bad. He will furnish a list of his findings regarding tree conditions to DMO. Trustee Stokes-Cawley said that she would distribute the tree inventory to the MB members; there are some 1300 trees outside of the parks that the Village is responsible for.

Active Operational Project Plans.

- Storm Assessment – DMO Harty reported that this is the subject of the tree discussion previously.
- Substation – Paul Kolodzie is the project manager from HMT who is handling the relocation of the substation from Bath to Skaneateles. DMO Harty reported that HMT is in Bath this week and has developed a 3-day project to get the unit disassembled, moved and placed. We are working on structural drawings for the concrete pad, but secondary containment and conduits must be in place. We intend to subcontract the concrete work, but to pull and connect cables ourselves. We will need to reconvene with NYPA and National Grid regarding the actual connections to the grid.
- AMR deployment – An additional 10 meters have been installed; we are now pausing and are shooting for completion in the November-December timeframe.
- LED Street Lighting – DMO Harty reported that the Village has received the 55 cobra-head light fixtures from Cree. One was deployed on East Elizabeth Street near Comm.

Blackler's house. Comm. Blackler has not noticed the change, but should note increased intensity, and the warmer color value of the light. These units will be used for maintenance replacements as well.

Proposed Project Plans/Future Strategies.

- IEEP Initiatives/NYSERDA Notice Opportunities – We have used IEEP funds to finance the purchase of the initial 55 LED streetlights. We have also acquired 500 LED screw-in lightbulbs to be given away to residents. They are 9 watt units providing the equivalent illumination to a 60 watt incandescent bulb.
- Joint project with CSD – DMO Harty reported that the school has been busy, but is looking for something that can be in the next phase of their capital program. Chairman McQuaid mentioned that building management systems may receive funding preference from NYSERDA.
- Clean Energy Communities program – No change in status.

WATER UTILITY

Utility General. Comm. Rhoads noted that no change had been made in the water rate, but that the draught and increased water usage had increased revenues. DMO Harty noted water usage had been at high levels this summer, while flow rates at WWTP are at a 5 year low. DMO Harty reported that with Zlatko's resignation, we had lost our water chief operator as well. DMO has developed an agreement with Fred DeRizio from Jordan who is operating as chief operator. Alan Abbott and Shannon Harty will sign the reports; both will be working on obtaining their licenses. On the WWTP side, Brad Nofell is continuing to run the plant; expect Brad to be licensed early next year.

Significant Operational Activities.

- Lead & Copper Water sampling – DMO Harty is comfortable with where we are. Subject to government dictates, everything at the schools is to be sampled for lead levels. Water turbidity was not an issue this summer because of the relatively low lake levels and reasonably calm conditions.
- 2016 capital projects – GHD is preparing a scope and proposal for bidding the water main replacements on East Lake Street and East Lake Road (possibly part of Genesee Street, depending on DOT road schedules) projects to address fire flow. On the west side, Fuller, Hannum and Griffin to replace 4 and 6 inch cast iron mains. Work is required at the north end of State Street as well. Comm. Rhoads asked if all that would be contemplated for 2017. DMO Harty indicated that with cash reserves and a 5 – 10 year BAN it could be done. In 2017, the Sewer Fund will have the necessary money to do related sewer improvements.

Active Operational Project Plan. The Fire Dept.'s requests are being addressed. The dry hydrant on the north side of the Genesee Street bridge has been completed. Stortz connections will be finally completed when we winterize hydrants. Hydrant flushing has been completed.

SEWER UTILITY

Significant Operational Activities.

- DMO Harty noted that the main activity is helping Brad Nofzell transition to the chief operator position. As with water, Fred DeRizio is assisting with regulatory compliance.
- DMO Harty noted that the Village must be submitting its DMR reports electronically by year-end.
- To assist in wet weather protocols, radios will be installed at the pump stations to improve SCADA monitoring and provide real-time actionable information on system performance. The sampling activity will be kicked to Spring.
- Need to get flow meters on the east side lines. Plan was to monitor flows this fall; still experiencing dry conditions. This will be addressed next year.
- The main trunk inspection by DPW could be done this fall but most likely will be deferred. This item will be tabled until Spring.
- GHD will do an operational assessment of the front-end of the plant.
- We probably have reached the limit on what we can presently accomplish with grit removal. Further progress would require hardening of the pumping equipment to a level of 400-450.

Proposed Project Plans/Future Strategies

- DMO Harty is not optimistic about receiving the DEC asset management grant. While winners are aware, she does not think the losers have been notified.

SUMMARY OF ACTION ITEMS

- Now that West Lake Street sewers are done, need to re-landscape the WLS pump station

The Board discussed the scheduled meeting date for the October meeting of October 26 at 6:00 pm. Trustee Stokes-Cawley noted that there is an opening for one more member and would like to be apprised of any candidates, especially with financial or electric background. Comm. Rhoads requested that an operational tour be scheduled.

Chairman McQuaid noted that this is Comm. Hall's last meeting as a member of the Municipal Board. The Board formally thanks Dana Hall for his many contributions during 7 years of service to the Village of Skaneateles.

Upon motion of Comm. Hall, seconded by Comm. Rhoads, the meeting was adjourned at 6:58 pm.

Respectfully submitted,

Dennis Dundon, Clerk to the Boards