

VILLAGE BOARD MEETING MINUTES

May 11, 2023

7:00 P.M.

PRESENT: Mayor Sennett, Trustees Evans, Lynn, Richards and Zapata (arrived at 7:10), DMO Posella, CEO Crompt, Police Chief Heggelke, SVFD Chief Buehler, Treasurer Burt, MPDC Carroll and Village Attorney Pavlus

Others: Jason Gabak* Skaneateles PRESS Editor
Audrey and Vicki Stephens 4340 Townline Road
Gary Thibault 37 Onondaga Street
Seth Thibault 44 W. Elizabeth Street

*Attended via Microsoft Teams

Minutes – Resolution #2023-153: On the motion of Trustee Evans, seconded by Trustee Richards, it was resolved and unanimously carried (4-0 in favor) to approve the Regular Meeting Minutes of April 27, 2023, as presented.

Correspondence & Announcements – Mayor Sennett noted the following:

- Receipt of email from Colleen Smith regarding Kids Yoga in Clift Park.

Mayor Sennett said that because this is an event that is for Good Eats, it would be considered a commercial event. Trustee Lynn and Trustee Evans said there is no charge. Mayor Sennett said we will go back to her and ask if there is a charge. Trustee Evans and Trustee Lynn are in favor if there is no charge.

- Receipt of email from NYPA regarding orders for Tree Power.
- Receipt of email from NYPA regarding the Municipal Alternative Vehicle (MAV) program.
- Receipt of invitation to the 52nd District Attorney's Advisory Council Awards & Scholarship Luncheon.
- Receipt of Cybersecurity Bulletin from NYPA.

Mayor Sennett noted that this has to do with electric utility security and DMO Posella is taking care of it.

- Receipt of email from Mason Drastal regarding gazebo use.

Mayor Sennett said that Mason heads up the Skaneateles Pride organization and requested use of the gazebo the first weekend in June. Mayor Sennett and Trustee Evans asked Mason what he wanted to do and he described activities that included pictures in the gazebo; this doesn't require permission. He also said there will be a proclamation from Governor Hochul in the morning on Sunday. It will be amplified with one microphone and one speaker facing west. He is supposed to confirm with Mayor Sennett.

- Hotel Occupancy Tax Town Hall Update

Mayor Sennett said that we held a Town Hall with Assemblymember John Lemondes to discuss the Hotel Occupancy Tax. The Town Hall was well attended with approximately 60 people present. It was a civilized meeting with people representing both sides though more in support of the fee.

Police Department – Upon request by Mayor Sennett, Chief Heggelke said that we had some complaints about a scam. This has been investigated. The Chief reminded people to be vigilant. Mayor Sennett also said that there has been concern about Kane Avenue's passing zone where it is 30 mph in the Village. Chief Heggelke met with the DOT and they removed the passing zone. Mayor Sennett said thank you to Chief Heggelke and thank you to the DOT for their support. Chief Heggelke also reported the following: **Incident Types:** 172 Calls for Service; **Criminal:** 1 Larceny; 1 Identity Theft; 1 Criminal Mischief; **Non-Criminal:** 2390 Property Checks; 12 Ambulance Calls; 4 Fire Calls; 15 Alarms; 3 Recovered/Found Property; **Traffic:** 44 Total Traffic Stops; 14 Traffic Tickets Issued; 31 Total Parking Tickets; 51 Courtesy Cards; **Motor Vehicle Accidents:** 4 Property Damage; **Arrests:** 0.

Codes Enforcement – Mayor Sennett acknowledged that Codes Enforcement Officer Crompt submitted his report which included 4 Footer Inspections; 8 Framing Inspections; 3 Insulation Inspections; 2

Window Flashing Inspections; 13 Final Inspections; 18 Building Permits; 1 Sign Permit; 9 Fire Inspections; 5 Meetings with Homeowners; 3 Meetings with Contractors; 2 Meetings with Architects; 2 Chairmen Meetings.

WWTP – WWTP Operator Twitchell submitted his report: In April, they treated 20.23 million gallons of wastewater; average flow per day was .67 MGD; total rainfall was 6.38 inches; and hauled 24,100 gallons of sludge to the Auburn wastewater treatment plant. They performed all of the monthly maintenance on equipment; passed all of the monthly tests; successfully filled out and submitted the monthly DMR to the DEC; got all lighting restored to the basement tunnel; and installed new sludge decant pump due to failure of the old one. WWTP Operator Twitchell also said what a pleasure it is to work with Mason Hawker and how reassuring it is to have him there when Operator Twitchell is out.

Fire – In response to Mayor Sennett, Chief Buehler read his report which included the hosting of a BEFO/IFO class at our station. 3 new members will be taking the class. They have moved the winter equipment off of Squad 1 and put the summer equipment on Squad 1. He also updated the Board on the Mini-1. 560 tickets have been sold for the High Stakes Money Drawing as of 5/2. These are available from any firefighter or online at www.skaneatelesvfd.com. The Annual Casino Night and High Stakes Money Drawing is scheduled for Saturday, 9/23 at Station #1.

For the month of April: 24 Total Alarms; 2 Structure Fires; 1 Vehicle Fire; 5 EMS; 2 Hazardous Conditions; 3 Service Calls; 1 Good Intent Call; 8 False Alarms; 2 Cancelled Enroute; 5 Mutual Aid Given; 13 Mutual Aid Received; 12.8 Avg. Personnel; 2:05 Avg. Enroute time; 5:27 Avg. On-scene Time; 1 Meetings; 5 Drills; 0 Training; 5 Miscellaneous; 1232.6 member hours.

Upcoming Trainings: 5/8 – De-Con Procedures at 19:00; 5/15 – Water Rescue – WR 1, 2 at 19:00; 5/22 – Live Fire at Spafford Training Tower at 18:30

Water and Sewer Rates

Mayor Sennett presented a video and a Powerpoint slide show demonstrating the importance of aligning Village water and sewer rates with the present needs of the utilities and also in preparation for anticipated and unanticipated needs.

Gary Thibault asked if everything will be paid off if this is approved and what do we do with the general fund? It was explained that just like we need an emergency fund in water, sewer and electric - we need it in the general fund as well.

Seth Thibault noted that he was confused by the graph's illustration that every year shows an increase in water and sewer. Mayor Sennett explained that we built in around a 2% annual increase to account for increases in labor and equipment costs as they are all likely to increase. He said that our expenses have increased each year. Trustee Evans said that the actual expenses of operating and the costs to maintain the system go up every year. He also conveyed the importance of understanding that the WWTP is 37 years old with a life expectancy of 20 years. Because it's been maintained well it has outlived its length of life. We built in what we believe the increased expenses will be to just repair the equipment. 1 RBC went down in August of last year and the Mayor was just talked about the 2nd one which is about to be replaced. It is important to understand that estimating the increased cost is the responsible thing to do. And it's worth noting that at some point we are going to have to build a new WWTP.

Mayor Sennett also said that our pumping stations are old and we've applied for grants to upgrade them, always trying to seek outside funding. That being said, we need to have money in case of failure. Trustee Evans noted that this is just our best guess. We are trying to be more transparent and forward-thinking. These things are going to happen and rather than surprising the residents, we would like to have a plan, especially since little has been done in 12 years.

Resolution #2023-154: On the motion of Trustee Evans, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to open the public hearing regarding water rates at 7:18 pm.

Mayor Sennett asked for comments from the floor.

John Crompt said that as a Village resident he thinks this is a long time coming. Nobody wants to see the rates go up but any municipality has to maintain their infrastructure. He said we also have to hire quality people and that this is a no-brainer and a long time coming.

Mayor Sennett said that we are committed to reviewing our rates regularly so big jumps don't happen.

Trustee Zapata thanked Gary for coming. She appreciates his attending so he could hear the information in person.

Resolution #2023-155: On the motion of Trustee Evans, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to close the public hearing at 7:21 pm.

Resolution #2023-156: On the motion of Trustee Lynn, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to adopt the water new rates as proposed: Base Water Charge of \$18.99 for usage of up to 350 cf/month, Volume Water Rate of \$.0543 for usage over 350 cf/month, UV Disinfection Rate of \$.0057 per cubic foot, and Fire Flow Improvement Rate of \$.0165 per cubic foot.

Mayor Sennett also noted that the minimum charge is for 350 and that it will take effect in our new fiscal year which is June 1.

Resolution #2023-157: On the motion of Trustee Richards, seconded by Trustee Evans, it was resolved and unanimously carried (5-0 in favor) to open the public hearing regarding sewer rates at 7:22 pm.

Mayor Sennett asked for comments on the sewer rate. There were none.

Resolution #2023-158: On the motion of Trustee Evans, seconded by Trustee Zapata, it was resolved and unanimously carried (5-0 in favor) to close the public hearing at 7:23 pm.

Resolution #2023-159: On the motion of Mayor Sennett, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to adopt the new sewer rates as proposed: Sewer Rate of \$.1120 per cubic foot.

Operations – Upon Mayor Sennett's request, DMO Posella noted that he passed out his report and highlighted a few things from the report for the Board. He spoke about the Town's use of the street sweeper. He also noted the fountain at Shotwell Park is operational and working very well. Will be discussing the next steps with the fountain. He highlighted that there has been a lot of activity in the sewer unit. They have televised 3 laterals. The addition of Cory to the electrical department has been incredible. Cory and Kyle have done a lot of tree work and have installed a significant number of refurbished meters. They are also going through their training. They have had a lot of digsafe requests mostly because of stump grinding. DMO Posella has spent a significant amount of time following up on the rainfall from early April. There are a lot of drainage issues out there that we are trying to help our residents with. He also spoke of the EPA letter granting our extension with the WWTP upgrades. This will be discussed further. He is also coordinating tree trimming in Lakeview Circle to improve access around the power lines. Looking for an update on the transfer station. Mayor Sennett asked when the stump grinding would be. He is hoping it will be next week.

New Business**Authorize DMO Posella to proceed with emergency repairs to RBC #2. Repairs will be made by Koester Associates for \$53,671.25 paid for from G8130.415.**

Resolution #2023-160: On the motion of Trustee Evans, seconded by Trustee Zapata, it was resolved and unanimously carried (5-0 in favor) to authorize DMO Posella to proceed with emergency repairs to RBC #2. Repairs will be made by Koester Associates for \$53,671.25 paid for from G8130.415.

Amend total authorization to purchase bearings for RBC #2 to include the final freight amount of \$964.60, to a total amount of \$11,301.74, paid from G8130.415.

Resolution #2023-161: On the motion of Trustee Evans, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to amend total authorization to purchase bearings for RBC #2 to include the final freight amount of \$964.60, to a total amount of \$11,301.74, paid from G8130.415.

Amend total authorization to purchase Idle Trunnion for RBC #2 to include final freight amount \$1,484.00 to a total amount of \$17,384.39, paid from G8130.415.

Resolution #2023-162: On the motion of Trustee Evans, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to amend total authorization to purchase Idle Trunnion for RBC #2 to include final freight amount \$1,484.00 to a total amount of \$17,384.39, paid from G8130.415.

Consider sending Adam Twitchell and Mason Hawker to the NYRWA's 44th Annual Technical Training Workshop in Lake Placid for \$440.00 paid from account G8110.421.

Resolution #2023-163: On the motion of Trustee Evans, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to approve sending Adam Twitchell and Mason Hawker to the NYRWA's 44th Annual Technical Training Workshop in Lake Placid for \$440.00 paid from account G8110.421.

Consider hiring Cade Hertzendorf and Liam Donovan as summer interns for Municipal Operations at a rate of \$16.00/hour.

Upon request, DMO Posella said that this is a continuation of what was done last year. He is glad to have the interns back to get more inspections done so we can understand where we are with the lead service inventory. It is also good that we have Mason Hawker, now that Jim Dries has been freed up a bit we are hoping to get a lot more done. Mayor Sennett said that last year there were instructions and a visual that allowed for people to do their own inspection. It worked out well and the residents responded so she hopes we continue that. We are all fortunate to have the same 2 interns back so there is no startup time. Having Mason Hawker to give them guidance will allow them more direct and timely support. Trustee Evans reminded everyone that we have been mandated to evaluate the pipes in the Village. DMO Posella added that for those that don't know, the EPA has asked that the whole state evaluate what type of pipes are going into the houses. So far the Village hasn't been able to get any funding to help with this. To date the 200 pipes that have been inspected have all been copper. We believe that Genesee Street homes may have lead.

Resolution #2023-164: On the motion of Trustee Evans, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to approve hiring Cade Hertzendorf and Liam Donovan as summer interns for Municipal Operations at a rate of \$16.00/hour. Trustee Zapata asked if we have had any summer labor applicants. DMO Posella said we do not and noted he has contacted the school. He is also hoping that some college students may come back.

Consider appointing Laura Kowal as Clerk II at a rate of \$21.50/hour.

Mayor Sennett said that we have a vacancy we have been hoping to fill for some time. Many of us met with her and think she will be a great addition to the team. Trustee Zapata said she was very excited and that Laura will be a great addition to the team.

Resolution #2023-165: On the motion of Mayor Sennett, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to appoint Laura Kowal as Clerk II at a rate of \$21.50/hour.

Consider the Skaneateles School District’s request to hang the graduation banners.

Mayor Sennett said that as a practice we hang the banner for the school district each year celebrating the graduates.

Resolution #2023-166: On the motion of Trustee Evans, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to approve the Skaneateles School District’s request to hang the graduation banners.

Consider the budget transfers as recommended by Treasurer Burt.

Resolution #2023-167: On the motion of Mayor Sennett, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to approve the budget transfers as recommended by Treasurer Burt.

VILLAGE OF SKANEATELES				
5/11/23 Budget Modification Recommendations				
Fund	Amount	From	To	Notes
GENERAL	2,100.00	A5110.22 St Maint. Equipment Replacement	A8810.2 Cemetery - Equipment	Cemetery Mower
GENERAL	4,300.00	A8810.4 Cemetery - Software	A8810.2 Cemetery - Equipment	Cemetery Mower
GENERAL	2,624.05	A3410.21 Fire - Plant Maint.	A3410.25 Fire - Equipment Maint/Testing	Reallocate Fire Equipment Expenditure
GENERAL	400.00	A3410.21 Fire - Plant Maint.	A3620.2 Fire - Operating Equipment	Reallocate Fire Equipment Expenditure
GENERAL	30,000.00	A9060.8 Health Insurance	A3120.1 Police Salaries	Fund Police Salaries through 5/31/23
GENERAL	25,000.00	A599 Appropriated Fund Balance	A3120.1 Police Salaries	Fund Police Salaries through 5/31/23
GENERAL	16,600.00	A7145.4 Park Insurance	A1910.4 Insurance	Reallocate Insurance Distribution
GENERAL	9,100.00	A9060.8 Health Insurance	A1910.4 Insurance	Reallocate Insurance Distribution
Sewer	82,357.38	G599 Appropriated Fund Balance	G8130.415 Equipment Repair/Maint.	RBC#2 Repair - Materials, Freight, & Installation

Authorize DMO Posella to sign the Planned Maintenance Agreement with Isaac Heating HVACR Commercial & Industrial Services in the annual amount of \$1,600.00 for our Village facilities at 26 Fennell. Paid from Account G5110.416.

Resolution #2023-168: On the motion of Trustee Evans, seconded by Trustee Richards, it was resolved and unanimously carried (5-0 in favor) to authorize DMO Posella to sign the Planned Maintenance Agreement with Isaac Heating HVACR Commercial & Industrial Services in the annual amount of \$1,600.00 for our Village facilities at 26 Fennell St. paid from Account G5110.416.

Public Comment – Mayor Sennett asked for public comment.

Mayor Sennett asked that when people mow their laws, that they please clean their clippings off the sidewalk.

DMO Posella said to further emphasize that, those clippings end up in the storm sewer, which end up in the lake which is not good for the lake. DMO Posella said that in Rochester they have medallions by sewers that say “Nothing but rain down the drain.”

Approval of Bills – **Resolution #2023-169:** On the motion of Trustee Zapata, seconded by Trustee Evans, it was resolved and unanimously carried (5-0 in favor) to pay the bills.

General Fund	Vouchers #1-44	Checks #26357-26400	\$92,694.59
Sewer Fund	Vouchers #1-13	Checks #6950-6962	\$16,513.02
Electric Fund	Vouchers #1-11	Checks #8087-8097	\$ 7,618.71
Water Fund	Vouchers #1-8	Checks #5159-5166	\$10,859.94

Executive Session – **Resolution #2023-170:** At 8:02 p.m., on the motion of Mayor Sennett, seconded by Trustee Zapata, it was resolved and unanimously carried (5-0 in favor) to enter Executive Session on attorney/client advice.

Resolution #2023-171: At 9:17 p.m., on the motion of Mayor Sennett, seconded by Trustee Evans, it was resolved and unanimously carried (5-0 in favor) to come out of Executive Session.

Resolution #2023-172: On the motion of Mayor Sennett, seconded by Trustee Zapata, it was resolved and unanimously carried (5-0 in favor) to increase Treasurer Burt's annual pay to \$80,000 effective May 15, 2023.

Resolution #2023-173: On the motion of Mayor Sennett, seconded by Trustee Evans, it was resolved and unanimously carried (5-0 in favor) to authorize the Mayor to sign the EPC Information Request and Administrative Compliance Order of May 4, 2023.

Adjournment – **Resolution #2023-174:** On the motion of Mayor Sennett, seconded by Trustee Lynn, it was resolved and unanimously carried (5-0 in favor) to adjourn the meeting at 9:18 p.m.


Laurie A. Walter, Village Administrator/Clerk