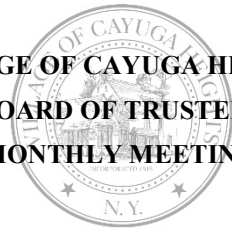


Minutes
Marcham Hall

VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES
MONTHLY MEETING

Monday, December 18, 2017
7:00 p.m.



Present: Mayor Woodard; Trustees: Biloski, Friend, Marshall, McMurry, Robinson; Police Chief Steinmetz; Fire Chief Tamborelle; Superintendent of Public Work Cross; Assistant Superintendent of Public Works Wiese; Clerk & Treasurer Mangione; Deputy Clerk Walker; and Attorney Marcus.

Absent: Trustee Salton

Call to Order: Mayor Woodard calls the meeting to order at 7:05 p.m.

1. Privilege of the Floor

No members of the public wish to speak

2. Report of Fire Superintendent Tamborelle: (Exhibit 2018-090) Submitted Report*

There is always some attrition from training classes when the enormity of the time commitment is realized. The fire department has several instructors certified to offer annual First Aid/CPR initial and recertification training.

3. Report of Mayor: (Exhibit 2018-091)

A. Discussion of the Water Rate to be Effective January 1, 2018: Bolton Point (BP) has announced rate increases of 2%, and 11% for the upcoming year. The 11% increase is a revenue neutral amendment to compensate for the minimum usage decrease from 10,000 to 5,000 gallons quarterly. The Village adds a percentage of the BP rate as an upcharge. Past rates and upcharges are listed in the chart on page 4 of the Agenda. Mayor Woodard asks Superintendent of Public Works Cross if he is aware of any aging water infrastructure problems requiring attention in the near future. He is not aware of any large projects on the horizon; nothing that cannot be funded within budget. Clerk & Treasurer Mangione reviews water fund bond payments of \$90,000 for three more years. These amounts will retire the \$1,000,000 project to increase water flow to satisfy firefighting needs throughout the Village. Trustee Marshall inquires if there has been an increase in the number of leaks. Superintendent Cross explains that Bolton Point is good at identifying leaks and communicating that information to the village.

The Internal Water and Sewer Rates become effective January 1, 2018. The Village's first internal billing is in February for to period October 16, 2017 through January 15, 2018.

Resolution #8108

WHEREAS, the Village of Cayuga Heights is served by the Southern Cayuga Lake Intermunicipal Water Commission; and

WHEREAS, the Village of Cayuga Heights has entered into an amended, supplemental, restated, and consolidated agreement of municipal cooperation for construction, financing, and operation of an intermunicipal water supply and transmission system dated as of June 5, 1979 and as the same has been amended from time to time (the "Agreement"); and

WHEREAS, pursuant to the Agreement, the Village of Cayuga Heights agreed to pay to the Southern Cayuga Lake Intermunicipal Water Commission (hereinafter referred to as “Commission”), water revenues based upon, in part, a water rate billing structure based on a 10,000-gallon minimum; and

WHEREAS, the Commission believes it is advisable to adopt a new water rate billing structure based on a 5,000-gallon minimum; and

WHEREAS, in consideration of the premises and the mutual undertakings of the parties pursuant to the Agreement, the parties agreed to amend the Agreement effective January 1, 2018; and

WHEREAS, the Commission has established minimum base charges listed on the SCLIWC – Bolton Point Water System 2018 Water Rate Billing Structure addendum.

THEREFORE, BE IT RESOLVED: the Village of Cayuga Heights Board of Trustees adopts the minimum base usage of 5,000 gallons and establishes the water rate surcharge at \$4.12 per 1,000 gallons consumed.

Motion: Trustee McMurry

Second: Trustee Friend

Ayes: Mayor Woodard, Trustees Biloski, Friend, Marshall, McMurry, and Robinson

Nays and Abstentions: None

Motion carried

B. Segelken Property Number Designation: (Exhibit 2018-092) The owner-occupied property is classified a 2-family dwelling. The owners would like a separate mailing address for this apartment.

Resolution #8109

WHEREAS, the Tompkins County Department of Emergency Response (DoER) oversees emergency dispatch and communications systems that allow residents to dial 911, and;

WHEREAS, 911 is the number to report a police, fire, or medical emergency requiring the immediate presence of police officers, fire fighters, or emergency medical personnel, and;

WHEREAS, new address designations are approved by a municipality’s governing body.

THEREFORE, BE IT RESOLVED: the Village of Cayuga Heights Board of Trustees approves 114A Texas Lane as the designated address for the accessory apartment located at 114 Texas Lane.

Motion: Trustee McMurry

Second: Trustee Friend

Ayes: Mayor Woodard, Trustees Biloski, Friend, Marshall, McMurry, and Robinson

Nays and Abstentions: None

Motion carried

4. Report of the Trustees: (Exhibit 2018-093a, b, c)

Trustee Marshall has researched installation of an Electric Charging Station as one of four action items to qualify the Village for grant opportunities as a Clean Energy Community. This station has a smart phone locator, and a payment screen application. He is in contact with a supplier in California. Placement of the dual station requires

two parking places; the Village will discuss accessibility with Dr. Rubenstein who owns most of the parking area around Village Hall. The cost of the charging station is \$1370 which is eligible for a NYSERDA Rebate. The parking spaces at the front of Village Hall are reserved for police department staff.

Resolution #8110

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees authorizes the Mayor to sign the EVconnect contract contingent upon availability of two spaces adjacent to 836 Hanshaw Road for placement of an electric charging station. Competitive bidding is not an option due to lack of product vendors approved by NYS.

Motion: Trustee Robinson

Second: Trustee Friend

Ayes: Mayor Woodard, Trustees Biloski, Friend, Marshall, McMurry, and Robinson

Nays and Abstentions: None

Motion carried

5. Report of Police Chief Steinmetz (Exhibits 2018-093 a, b, c) Submitted Report*

The number of calls were normal and overtime hours were down this month. New part-time Officer John Arsenault has started training. The department is on a heightened alert for car burglaries during the holiday season.

6. Report of Assistant Superintendent of Public Works Wiese (ASPW) (Exhibits 2018-095) Submitted Report*

The Highland Road project has been suspended until Spring due to weather conditions. Leaf collection for the year ends on December 19, 2017. Bids are in for the generator projects; the two Village Hall meters will be combined and relocated on the exterior of the building. The budget number for the generator project is \$25,000.

7. Report of Village Engineer and Superintendent of Public Works Cross

The WWTP had a good November and better December. GHD will have a pre-project meeting with the other municipalities who use the Village's WWTP to discuss Inflow and Infiltration issues (Amendment #4) that will take place this Spring.

The RFP seeking a Traffic Consultant was sent out on Friday, firms have until the end of January to respond.

In response to Dryden protests to a Natural Gas pipeline, NYSEG has a "non-Pipeline" alternative which is a Natural Gas Compression project. A proposed site is on Hanshaw Road in the Village. The concept is for mini-compressors to move gas faster during high demand periods. An exact location has not been identified. With the Public Service Commission's authorization, utilities can be located wherever the need exists. Attorney Marcus suggests contacting Kendal of Ithaca as a possible location.

8. Report of the Clerk & Treasurer (Exhibits 2018-096 a, b, c) Submitted Report*

The DPW did an amazing job helping move the Clerk's office during the floor refinishing. Information Aide Johnson is the only non-county employee permitted to develop Forms in Laserfiche. The Village Server is likely failing, HPM is looking into costs for a new server. The Village floors refinishing project is on hold until the contractor finds out why the application is not up to par.

Resolution #8111

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves Abstract #07 for FYE 2018 consisting of TA vouchers 54-78 in the amount of \$36,519.74 and Consolidated Fund vouchers 455-543 in the amount of \$220,135.58 and the Treasurer is instructed to make payments thereon.

Motion: Trustee Biloski

Second: Trustee Marshall

Ayes: Mayor Woodard, Trustees Biloski, Friend, Marshall, McMurry, and Robinson

Nays and Abstentions: None

Motion carried

Blue Heron Construction Company has an issue with the Village's refusal to pay the sales tax portion of the invoices. The State of NY sent Clerk and Treasurer Mangione a letter stating we are Tax Exempt agency. We have paid the bill from Blue Heron less the \$4000 tax submitted.

9. Report of Attorney Marcus

No additional topics to discuss.

10. Trustee Discussion of the Zoning Law Draft:

- Planning Board Chair, Fred Cowett put together all the changes from the last Board discussion. **See Attached*.**

- After discussion, the Trustees decided not to proceed with the proposed R-2 zone

- **Discussion continues on the short-term rental topic.**

- Trustee McMurry proposes that an owner-occupied rental be allowed to rent up to 28 days annually while a non-owner-occupied rental be limited to 14 days annually.

- Mayor Woodard further proposes the institution of a short-term rental (STR) permit whereby the owner of a STR is required to apply for and maintain a current permit. The annual permit fee will be set at \$125 and failure to obtain a permit could result in a maximum fine of \$250. Maintenance of a Rental Log by the host will be required. The Code Enforcement Officer is responsible for enforcement.

- Mayor Woodard will contact the legal team at Airbnb to discuss how best to manage host's compliance. Notice of the law will be provided as Airbnb has a list of rules and regulations of the municipality on the host's page.

- Once these revisions are incorporated, a Public Hearing on the Zoning Law will be scheduled.

***Zoning Law**

Addition of Occupancy Matrix for Residence zone (now Residence 1):

§ 10.5. Steep slopes.

A. No area with slopes greater than or equal to twenty-five percent (25%) for a minimum run of thirty (30) horizontal feet and a minimum area of five hundred (500) square feet shall be disturbed, developed, or redeveloped, including but not limited to by the placement of impervious surface, the exposure or movement of

soil or bedrock, or the clearing, cutting, or removing of vegetation that could impair the stability of the slope with the exception of invasive plant species.

Property Maintenance and Brush Piles

§ 14.2. Maintenance of the exterior of lots.

A. The owner of any lot in the Village shall be responsible for maintaining the exterior of the lot free of litter and all nuisances and hazards to the safety of owners, tenants, occupants, pedestrians and other persons having access to the lot, and free of unsanitary conditions, and the owner shall promptly remove and abate any of the foregoing. Hazards shall include but not be limited to the following:

1. Refuse consisting of broken glass, stumps, garbage, trash and debris of any description, excepting brush piles so long as they are located in the back yard and are not visible from a public street or sidewalk;

11. Executive Session

Resolution #8112

WHEREAS: The NYS Open Meeting Law §105 prescribes matters for which a public body may conduct an executive session; and,

WHEREAS: Upon a majority vote of its total membership, taken in an open meeting pursuant to a motion identifying the general area or areas of the subject or subjects to be considered; and,

WHEREAS: The conduct an executive session for these enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:

THEREFORE, BE IT RESOLVED THAT, An Executive Session of the Village of Cayuga Heights Board of Trustees is conducted for the purposes of subsection (d) discussions regarding proposed, pending or current litigation; (f) the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation.

Motion: Trustee Biloski

Second: Trustee Marshall

Ayes: Mayor Woodard; Trustees Biloski, Friend, Marshall, McMurry, and Robinson

Nays and Abstentions: none

Motion carried

Resolution #8113

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees ends Executive Session and returns to an open meeting.

Motion: Trustee Robinson

Second: Trustee Friend

Ayes: Mayor Woodard; Trustees Biloski, Friend, Marshall, McMurry, Robinson, and Salton

Nays and Abstentions: none

Motion carried

Resolution #8114

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees authorize Mayor Woodard to sign Contract with Cornell University for the 2017-2018 Deer Research and Management Plan.

Motion: Trustee Biloski

Second: Trustee Robinson

Ayes: Mayor Woodard; Trustees Biloski, Friend, Marshall, McMurry, Robinson, and Salton

Nays and Abstentions: none

Motion carried

12. Mayor Woodard adjourns the meeting at 10:00 p.m.

DRAFT