



Village of Cayuga Heights
Board of Trustees
Monthly Board Meeting
Marcham Hall
Monday, September 17, 2018, 7:00 p.m.
AGENDA

EXHIBIT/PAGE

1. Executive Session:
2. Call to Order:
 - a. Appointment of Chief Wright
3. Report of Police Chief Wright: 2019-061 pgs. 2 - 6
4. Approval of Meeting Minutes:
 - a. September 18, 2017 2019-062 pgs. 7-20
 - b. August 30, 2018 2019-063 pgs. 21-22
5. Report of the Fire Superintendent Tamborelle: -
6. Privilege of the Floor: - 30 minutes unrevised
7. Report of Mayor Woodard:
 - a. LED & NYSEG Analysis
 - b. Workplace Violence Survey
8. Report of the Trustees
 - a. Cornell Campus Development
9. Report of Assistant Superintendent of Public Works Wiese
10. Report of Superintendent of Public Works Cross
11. Report of Treasurer Mangione
 - a. Abstract # 4 2019-064 pg. 24
12. Report of Clerk Walker
 - a. NYMIR/ NYSIF Employee Training
 - b. NYCOM Training 2019-065 pgs. 24 -27
13. Report of Attorney Marcus
14. Executive Session
15. Adjournment

EXHIBIT 2019-061



James M. Steinmetz
Chief of Police

**Village of Cayuga Heights
Police Department**

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9/11/18

To: The Honorable Mayor Woodard
Members of the Board of Trustees
Village of Cayuga Heights

Re: Report of the Police Department for August 2018

In the month of August, the police department received 395 calls for service. In addition to these calls 50 uniform traffic tickets were issued and 19 parking violations were cited. A breakdown of the calls for service is as follows:

1 Burglary complaint was received. A resident reported that their bicycle was taken from their unsecured garage. There are no suspects or leads and the investigation is ongoing.

5 Penal Law Misdemeanor incidents were reported, 3 for Larceny and 2 for Fraud. The first larceny was for a stolen iPhone out of an Uber vehicle. The complainant followed up days later stating that the phone had been recovered and had not been stolen. The second theft was reported as a missing picnic table from a local fraternity. The investigation is ongoing. The final reported larceny was of several items reported missing from a home. The case is still under investigation. 2 Fraud complaints were received. Residents stated that they were the targets of a scam. One of a phone scam and the other via the mail. Neither complaint involved any exchange of money, the residents just wanted the police department to be aware of the scams.

During 5 Vehicle and Traffic stops, drivers were found to have a suspended driver license for various reasons. 4 Charges of Aggravated Unlicensed Operation of a Motor Vehicle 3rd were filed as well as a charge for Suspended Registration. A charge of Circumventing Interlock was also filed.

3 Penal Law Violation Incidents were handled 1 for Disorderly Conduct and 2 for Trespassing. A resident stated that a subject was loitering outside her home and behaving strangely. Officers responded to the area and identified a well-known subject with a history of mental health issues. Contact was made with the subject's parent who stated that the subject was in the process of leaving the area. The officers observed the subject being

transported by their parent to an unknown location. No further complaints were received. One Trespass complaint was made by a resident stating that 2 vehicles were parked in her driveway and seemed to be smoking a substance. The vehicles had fled the area before officer's arrival. The complainant was advised to call the PD immediately upon the return of the vehicles. The second Trespass complaint was made by a residential facility that reported the ex-boyfriend of an employee had just arrived at the facility and behaved in an inappropriate manner. A Persona Non Grata order was issued by the facility and served on the suspect by a TCSO.

3 Local Law Violations were handled, 2 for Noise, 1 for In the Park After Hours. The 2 Noise complaints were reported as loud parties in the area. The on-duty officers observed the areas and did not find any violations of the Village's ordinance. While on patrol the on-duty officer observed 2 subjects to be parked In Sunset Park After Hours. The subjects were given verbal warnings of the park hours. As the occupants were thought to be under the influence of marijuana, the vehicle was towed from the location and the subjects left in an Uber without further incident.

1 Alcoholic Beverage Control Law Violation was cited. The on-duty officer observed a subject in Sunset Park in possession of an open container of an alcoholic beverage. The subject was issued an appearance ticket for the violation and was advised to leave the premises as it was after regular park hours.

There were 6 motor vehicle accidents reported, none involving deer.

In summary 6 persons were arrested and the following 7 charges were filed: 4-Aggravated Unlicensed Operation MV 3rd, 1-Suspended Registration, 1-Circumvent Interlock Device, 1-ABC 65C Open Container.

Over the course of the month the following trainings and events took place: Thursday, August 30th was Chief James Steinmetz's last official day as Chief of Police. A small farewell gathering was held at the Village Hall.

The full-time officers worked a total of 16.5 hours of overtime and the part-time officers worked a total of 234 hours.

Sincerely,

Sgt. Jerry Wright

CAYUGA HEIGHTS
POLICE DEPARTMENT
AUGUST 2018

Total Traffic Citation Report, by Violation

<u>Violation</u>	<u>Description</u>	<u>Totals</u>
1202-1B VTL	ON SIDEWALK	1
7D LL#1-96	OVERNIGHT PARKING	15
7B LL#1-96	NO PARKING ZONE	1
7C LL#1-96	WRONG SIDE TO CURB OR EDGE	2

CH Police Department
Uniform Traffic Tickets 8/1/18-8/31/18

<u>Date</u>	<u>Offense</u>	<u>Location</u>
8/31/18	3752A1 NO/INADEQUATE LIGHTS - PAS LOW BEAM OUT	800 HANSHAW RD
8/15/18	3191U OPERATING WITHOUT INSURANCE-NO VALID PROOF IN VEH	CAYUGA HEIGHTS RD
8/15/18	1180D SPEED IN ZONE	CAYUGA HEIGHTS RD
8/15/18	1110A DISOBEYED TRAFFIC CONTROL DEVICE (45/30 SPEED)	CAYUGA HEIGHTS RD
8/15/18	306B UNINSPECTED MOTOR VEHICLE-END OF JUNE 2018	CAYUGA HEIGHTS RD
8/22/18	3752A3 NO/INSUFFICIENT TAIL LAMPS	HANSHAW RD
8/22/18	3191U OPERATING WITHOUT INSURANCE	HANSHAW RD
8/23/18	3752A3 NO/INSUFFICIENT TAIL LAMPS	CAYUGA HEIGHTS RD
8/23/18	5091 UNLICENSED OPERATOR	CAYUGA HEIGHTS RD
8/1/18	1180D SPEED IN ZONE	N TRIPHAMMER RD
8/1/18	306B UNINSPECTED MOTOR VEHICLE 7/18	N TRIPHAMMER RD
8/6/18	512 OPERATING WHILE REGISTRATION SUSP/REVOKED	N TRIPHAMMER RD

8/6/18	3191U	OPERATING WITHOUT INSURANCE	N TRIPHAMMER RD
8/16/18	3752A1	NO/INADEQUATE LIGHTS	N TRIPHAMMER RD
8/21/18	1180D	SPEED IN ZONE	N SUNSET DR
8/22/18	3752A3	NO/INSUFFICIENT TAIL LAMPS	TRIPHAMMER RD
8/22/18	4011A	UNREGISTERED MOTOR VEHICLE	TRIPHAMMER RD
8/22/18	5111A	AGGRAVATED UNLIC OP 3RD (MISD)	TRIPHAMMER RD
8/30/18	3752A1	NO/INADEQUATE LIGHTS	TRIPHAMMER RD
8/1/18	1110A	DISOBEYED TRAFFIC CONTROL DEVICE-SPEED 47/30	PLEASANT GROVE RD
8/9/18	1110A	DISOBEYED TRAFFIC CONTROL DEVICE	HANSHAW RD
8/9/18	1110A	DISOBEYED TRAFFIC CONTROL DEVICE	PLEASANT GROVE RD
8/13/18	3752A1	NO/INADEQUATE LIGHTS	HANSHAW RD
8/13/18	3191U	OPERATING WITHOUT INSURANCE-EXP PROOF ONLY	HANSHAW RD
8/13/18	3752A1	NO/INADEQUATE LIGHTS	N TRIPHAMMER RD
8/16/18	1180D	SPEED IN ZONE	TRIPHAMMER RD
8/16/18	5111A	AGGRAVATED UNLIC OP 3RD (MISD)	TRIPHAMMER RD
8/16/18	306B	UNINSPECTED MOTOR VEHICLE: AS OF 01/31/18	TRIPHAMMER RD
8/16/18	3191U	OPERATING WITHOUT INSURANCE:NO VALID PROOF IN VEH	TRIPHAMMER RD
8/16/18	306B	UNINSPECTED MOTOR VEHICLE:LAST DAY OF APRIL 2017	PLEASANT GROVE RD
8/23/18	306B	UNINSPECTED MOTOR VEHICLE	PLEASANT GROVE RD
8/26/18	1180D	SPEED IN ZONE-RADAR	TRIPHAMMER RD
8/26/18	1110A	DISOBEYED TRAFFIC CONTROL DEVICE- SPEED 44/30	TRIPHAMMER RD
8/26/18	3191U	OPERATING WITHOUT INSURANCE-EXP PROOF ONLY	TRIPHAMMER RD
8/26/18	1110A	DISOBEYED TRAFFIC CONTROL DEVICE-SPEED 47/30	TRIPHAMMER RD
8/30/18	4011A	UNREGISTERED MOTOR VEHICLE	PLEASANT GROVE RD
8/5/18	1180D	SPEED IN ZONE	PLEASANT GROVE RD
8/5/18	11989D	OPERATE OUT OF IGNITION INTLK RESTRICTION	PLEASANT GROVE RD
8/5/18	5112A1	AGGRAVATED UNLIC OPER-2ND/PREVIOUS CONVICTION	PLEASANT GROVE RD
8/5/18	5111A	AGGRAVATED UNLIC OP 3RD (MISD)	HANSHAW RD
8/11/18	1110A	DISOBEYED TRAFFIC CONTROL DEVICE	NORTH TRIPHAMMER RD

8/17/18	1128C	FAILED TO USE DESIGNATED LANE	NORTH TRIPHAMMER RD
8/3/18	306B	UNINSPECTED MOTOR VEHICLE	HANSHAW RD
8/6/18	3191U	OPERATING WITHOUT INSURANCE	CAYUGA HEIGHTS RD
8/15/18	1110A	DISOBEYED TRAFFIC CONTROL DEVICE (SPEED)	NORTH TRIPHAMMER RD
8/16/18	306B	UNINSPECTED MOTOR VEHICLE	NORTH TRIPHAMMER RD
8/23/18	306B	UNINSPECTED MOTOR VEHICLE	PLEASANT GROVE RD
8/30/18	306B	UNINSPECTED MOTOR VEHICLE	PLEASANT GROVE RD
8/30/18	4011A	UNREGISTERED MOTOR VEHICLE	PLEASANT GROVE RD
8/30/18	3191U	OPERATING WITHOUT INSURANCE (EXP 3/16/18)	PLEASANT GROVE RD

EXHIBIT 2019-062

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**Minutes
Marcham Hall**

**VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES**

**Monday, September 18, 2017
7:00 p.m.**

MONTHLY MEETING

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

Call to Order: Mayor Woodard calls the meeting to order at 7:02 p.m.

1. Report of Fire Superintendent Tamborelle (Exhibit 2018-058)

Fire Superintendent Tamborelle with input from Mayor Woodard and Attorney Marcus, wrote a letter to City of Ithaca Fire Chief Tom Parsons. Superintendent Tamborelle subsequently met with Chief Parsons to discuss a mutual aid situation that has become problematic. The Ithaca City Fire Dept. has been sending out a request for mutual aid from volunteer departments instead of a “second alarm” request which back-fills the ICFD with paid staff. This causes volunteers to leave their home (often sleeping), work, or recreation to fill-in. The CHFDF is ready to assist in cases of real emergency. On too many occasions they have been called and are not

needed. Fewer CHFDF firefighters are responding; these calls have a negative impact on CHFDF morale. Chief Tamborelle requested a change in the way CHFDF is utilized. He asks that when mutual aid is requested from Cayuga Heights it is only after use of the second alarm manpower call and the station is backfilled with staffing from ICFD. If there is an active incident that stresses ICFD staffing or assistance is needed at the scene of an emergency, then CHFDF urges the call for mutual aid go out.

The Cornell Daily Sun published a great informational article on the Cayuga Heights Fire Dept. It is hoped that it will generate interest in the department.

2. Privilege of the Floor (PoF)

Board of Trustees Meeting – Privilege of the Floor
 September 18, 2017 – 7:00 PM – Marcham Hall

	PLEASE PRINT Name or Anonymous*	Address (optional)	Do you wish to speak? Indicate Yes or No
1.	<u>RONALD BORS</u>	<u>121 TEXAS Ld.</u>	<u>YES</u>
2.	<u>Kelly Fay</u>	<u>—</u>	<u>Yes</u>
3.	<u>SUSAN BRUNETT</u>	<u>Triphammer Rd</u>	<u>Yes</u>
4.	<u>David Bonner</u>	<u>107 E Remington Rd</u>	<u>yes</u>
5.	<u>Casey Carr</u>	<u>403 Highgate Rd</u>	<u>Yes</u>
6.	<u>Mindy Mickle</u>	<u>_____</u>	<u>yes</u>
7.	<u>_____</u>	<u>_____</u>	<u>_____</u>

Correspondence received by the Clerk or Trustees is read into the record by Clerk & Treasurer Mangione.

An email from Mary Huddleston Tabacchi:

Subject: Against chickens in Cayuga Heights

I am really opposed to the raising of chickens in Cayuga Heights. Been a resident for 40 years.

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Letter Received from Christina Williams, Oak Hill Rd. and Kim Szpiro, Triphammer Rd:

September 18, 2017

Dear Cayuga Heights Board of Trustees,

Although we do not currently own chickens, we would like to give our feedback regarding small chicken flocks in Cayuga Heights.

Chickens consume household food scraps and convert what would often end up in landfills into eggs. Unlike dog or cat feces, chicken manure fertilizer is high in nitrogen, potassium and phosphorus and leads to healthy soil where chemical-based fertilizers are no longer necessary.

Chickens offer natural pest control, consuming fleas, ticks, and mites, to name a few. Small backyard flocks tend to be very healthy. As with any animal or pet, sensible handling of chickens is always recommended to decrease the chance of the spread of disease.

As far as noise goes, hens typically cluck when laying eggs. Other than that, they're quiet. Barking dogs are far noisier.

A last comment is that 93 percent of the largest cities in the United States-- such as New York, Los Angeles, Chicago, Boston, San Francisco, Denver, Philadelphia, Seattle-- allow chickens. These cities do not mind sharing their high rent districts with chickens and neither do I.

Sincerely,

Christina Williams, Oak Hill Road, Cayuga Heights

Kim Szpiro, Triphammer Road, Cayuga Heights

Resident Ron Bors reads his opinion on chickens in the Village.

Comments to Cayuga Heights Board

September 18, 2017

My name is Ronald Bors. I am a former Trustee and former member of the Planning Board of this village. My wife and I have lived at 121 Texas Lane for 42 years.

I am against the proposed zoning change to allow barnyard animals, namely chickens, to be allowed in the Residence Zone. I was told by a Village official that this proposal was drafted because a few people requested it. If that is all it takes to change Village laws, then I am asking tonight that the chicken proposal be removed. Cayuga Heights has always been known as an upscale village. Chickens will make it a downscale village.

My primary concern is that this proposed change will lead to a substantial decrease in our property values (or make our homes unsalable), if our next-door neighbor raises chickens.

I also believe that this issue has not had adequate discussion by this Board, but my belief has been impossible to verify because of the lack of published minutes for all Board meetings since April. Although the Mayor told me today that I can come to the office and access the minutes, I do not believe that you are doing right by us villagers. Therefore, I am requesting that no public hearing be scheduled on any zoning changes, until all Board minutes are published on the Village website, and we have at least 30 days to review them before any public hearing. Thank you.

Airbnb Employee, Kelly Fay read her testimony as follows.

Goodevening. My name is Kelly Fay and I work in Public Policy for Airbnb. Thank you for the opportunity to submit testimony regarding proposed zoning code changes that affect short-term rentals (STR) in the Village of Cayuga Heights.

We strongly oppose the draft regulations, which would severely limit home sharing in the Village without any justification, costing dozens of families a key source of supplemental income.

Instead, we urge the Village to embrace policies that support responsible home sharing and which distinguish, as countless cities and towns have across the country and around the world, between full-time commercial operations and the majority of home sharers in the Village who are sharing their home occasionally to save for retirement, pay for a child's college education, or cope with rising property taxes.

In the last year, in the Village of Cayuga Heights there were:

- 30 Active Hosts
- 57 percent of Cayuga Heights hosts are women and the average host age is 48. Nearly half the local hosts are over the age of 50, highlighting how many hosts use supplemental income from extra bedrooms or accessory apartments to "age in place" in the neighborhoods they call home.

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- The typical host rented their home for just 17 nights in the last year, with 100% of hosts renting for fewer than 150 nights and 88% renting for fewer than 90 nights. Indeed, for the vast majority of hosts, home sharing represents a part-time, supplemental source of income, not a full-time, commercial operation.
- The median host earned \$5,700, with total host revenue of approximately \$160,000.
- With Airbnb, visiting families can access an alternative way to travel - one that delivers economic benefits to the college towns and cities, not only through the income earned by hosts, but also and the money they spend at local businesses around their listings.

Home sharing is particularly valuable in college towns like Ithaca, which welcome large amounts of visitors during graduation weekends, making it difficult for students' guests to book traditional accommodations like hotels. Furthermore, Airbnb is a flexible way for college towns to dynamically add much-needed accommodations supply during major events like commencement. Just last year, Airbnb hosts in Ithaca welcomed *13 times* more visitors during Cornell commencement weekend than the typical weekend.

Many village residents and Ithacans in general use Airbnb to take part in the longstanding tradition of offering their space to visiting families during local commencements. However, others utilize what is typically their greatest expense - their home - to help make ends meet at other times throughout the year. This ordinance would disproportionately affect those residents who need home-sharing the most and have found it as a valuable resource for staying in their home or meeting the cost of living.

We recognize that public safety and quality of life are key concerns for residents in Cayuga Heights and elsewhere. That's why we have invested in innovative tools to protect hosts, guests, and neighbors:

- Airbnb uses sophisticated technologies and behavioral analysis techniques to help prevent potentially troublesome hosts or guests from utilizing the platform in the first place. For U.S. residents, Airbnb also runs host and guest information through several public databases to check if

there are matches with certain felony convictions, sex offender registrations, or significant misdemeanors.

- Airbnb maximizes transparency by allowing hosts to require that guests provide a government ID, and we created a program called Verified ID, which connects a person's offline identification (a driver's license or passport) with another online profile to their Airbnb account, such as Facebook, Google, or LinkedIn accounts.
- Airbnb encourages hosts and guests to communicate and get to know one another before a trip occurs. Like other online platforms like Ebay, our community builds trust and a track record for users to be able to learn more about each other through publicly available reviews and feedback.
- There have been over 160 million guest arrivals in Airbnb listings to date. Incidents do happen, but they are rare. That's why we offer \$1million Host Protection Insurance and a \$1million Host Guarantee to help protect hosts and guests. In 2016, there were more than 30 million trips at Airbnb listings worldwide. Significant property damage (claims that were reimbursed under our Host Guarantee program for over \$1,000) was reported to us 0.009% of the time. For what it's worth, at that rate, you could host a new reservation every single day for over 27 years without expecting to file a significant property damage claim under our Host Guarantee.
- If a guest or a host ever have an issue, our global Trust and Safety team is on call 24/7 to help.
- Last year, we launched the Neighbors platform-- a tool that allows people who may not even use Airbnb to report potential concerns directly to our staff for review. Between the time the system launched and the end of 2016, there were 2,229 neighbor concerns that came into the system. Based on bookings in that same time frame, that represents a rate of less than 1 in every 26,000 guest arrivals during that time, or .004%.

We look forward to working with the Board to ensure that Cayuga Heights' zoning code supports responsible home sharing and can be a model for other municipalities across the Empire State.

Thank you.

Attorney Marcus asks if statistics on average length of stay of hosts sited in the Village are available. Kelly Fay states she will break down that data and follow-up.

Resident for twenty-five years Susan Barnett expresses her concern about allowing Airbnb in the Village. Currently it is illegal to host Airbnb and the Village has a few already. If short term rentals are made legal, she imagines there will be many more.

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Resident David Donner reads his opinion on chickens in the Village as follows.

I wish to add my support to Ron Bors' remarks.

When a municipality grants permission for an activity generally regarded as unseemly, improper and/or offensive -----and these terms certainly describe the keeping of chickens in the Village-----this newly contemplated practice requires a framework of rules to assist in the promotion of amity among residents. The Zoning Task Force has admitted as much in their revision of our Zoning Law. Now the chicken rules have technical components---size of runs, coops, setbacks ---involving various measurements and perhaps other as yet unknown points of contention. Who will adjudicate the disputes as to noncompliance with the rules? And there will be disputes. Who will survey and measure setbacks, coop and run square footage, disposal of the dead and diseased, intensity of the stench of manure?

The police department? Brent? The Village Justice?

Will cases involving persons charged with violations by their neighbors require the hiring of outside attorneys at Village expense?

Will there be a flood of applications to the ZBA for the waiving of the above-mentioned rules? And there will be other costs not possible to calculate at present.

To quote from the "Message from the Mayor" referring to the Airbnb issue but certainly applicable to chickens: "... we don't want people who have bought a house in our community to find themselves adjacent to a property that is being rented out frequently with the extra traffic and noise that can accompany this activity."

Replace that with "suddenly occupied by a flock of chickens "-- with all the above-mentioned negatives. Think about it.

I ask the Board to carefully consider the divisive nature, health considerations and administrative expense of allowing chickens in our Village. Vote against this proposal.

Resident Casey Carr expresses her support of short-term rentals as an Airbnb host.

They rent a spare bedroom to individuals associated with Cornell. The money she makes goes into the house and the local economy. Ms. Carr is retired and cannot afford to stay in her home without supplemental income from Airbnb rentals.

Resident Mindy Mindlin has concerns about how residents can review an 83-page document online.

She also complains that Board of Trustee Meeting Minutes are not up to date on the Village website. The combination of the lengthy revised zoning law and missing minutes does not allow villagers to know what the Board may have discussed during recent meetings.

Mayor Woodard responds that for the last three months, the Board has been discussing various sections of the proposed Zoning Law. The Village has informed the public through its website and through eNewsBlasts. All Special Meetings of the Board of Trustees are advertised in the Ithaca Journal, which is the publication of record for the Village. Monthly meetings are always the third Monday of each month. The Board intends to continue to hold Public Hearings until all the public's concerns have been heard. In reality, the only people who attend are those who feel strongly about one or more aspects of the law. It is the Board's job to weigh opinions and make a final determination. They acknowledge that for some topics, there are two strongly held sides and it's important to hear from everyone.

3. Report of the Mayor

a. Fire Department Fund Raising Letter (Exhibit 2018-059)

The Cayuga Heights Fire Department annual fund-raising letter is submitted for approval.

Resolution #8072

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves the annual Cayuga Heights Fire Department Fund Raising Letter to Village residents as presented in Exhibit 2018-059.

Motion: Trustee Robinson

Second: Trustee Salton

Discussion: none

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

Nays or Abstentions: none

- b. Phoenix Fence issue will be discussed in Executive Session

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- c. School Zone Parking/ Right-of-Way Parking.

The DPW re-seeded the right-of-way area on Hanshaw Road just below the Cayuga Heights Elementary School (CHES). To protect that work, No Parking signs have been erected. Trustee Robinson, a member of the Public Works Committee, explains that it is not simply a matter of the new grass, but that the DPW has had to rebuild the area multiple times due to ruts caused by cars driven over this location when the ground is soft. Ruts keep water from draining properly. The signs will be replaced with No Parking, No Stopping signs.

Trustee McMurry and Mayor Woodard met with CHES Principal Brad Pollack to notify him about the change prior to the beginning of the school year. He was receptive to helping spread information about overflow parking changes. Discussions about making changes on the school property to help with the overflow and additional parking were not as well received. Pick-up and drop-off times are when parking problems frequently arise. Superintendent of Public Works Cross and the Bike/Ped Committee are considering preparing a proposal for the Ithaca City School District Board to illustrate ideas to lessen parking issues. The Committee's objective is to promote more walking and bicycling so some members feel the idea of an additional parking would be at cross-purpose to that.

Additional crosswalks and sidewalks need to be provided to promote more pedestrian traffic to school. The next step is to contact the Director of Facilities Paul Alexander, School Board Member Brad Granger and Principal Pollack to discuss ideas. There are thirteen school-wide events this school year which may cause problematic parking. Mayor Woodard wonders if additional busing is an option. Police Chief Steinmetz shares previous experience with a formula used to determine when to provide additional busing for an area. Chief Steinmetz asks if the school falls into an "insufficient" parking property as part of Zoning. DPW Cross says that this is likely, but reviews only occur when a change is made that requires review.

Chief Steinmetz clarifies there is not a right-of-way parking restriction, but rather parking is prohibited between the curb and sidewalk.

Fire Superintendent George Tamborelle arrives at 7:50 p.m. He clarifies the situation with the Ithaca Fire Department. He believes that a mutual understanding has been reached. Other volunteer departments have experienced the same problem in the past, so the change will benefit all the mutual aid departments. He leaves after this discussion.

ASPW Michael Wiese arrives at 7:53 p.m.

d. Zoning Law Review

Mayor Woodard postpones the Revised Zoning Law discussion until the end of the meeting.

4. Report of the Trustees:

- a. The Public Works Committee (PWC) spends considerable time discussing the Waste Water Treatment Plant (WWTP). To devote the time required to address issues at the facility, a sub-committee consisting of the members of the Public Works Committee and a Yaw's employee, John McGrath, has been formed. They will be taking a close look at the GHD engineering studies that are underway and the possibility for plant expansion. Sewer rates will be analyzed to ensure that funds are available for proposed projects. Mayor Woodard's studies indicate that increasing sewer rates 11% on January 1, 2018 and revisiting the need for another increase following the Village's budgeting process for fiscal year ending May 31, 2019 will be necessary.
- b. Trickling filters at the WWTP are run by two (2) pumps. A third back-up replacement pump is idle. Currently one of the three is inoperable. It is recommended that all three be fully reconditioned. Due to future unknown changing requirements for these pumps, the PWC advises having two fully functional pumps. Proposals to perform this work have been received. The Committee recommends acceptance of the following proposal terms.

Resolution #8073

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees accepts the proposal and authorizes Mayor Woodard to sign a contract with W2O Operators to remanufacture two (2) 60 hp Allis Chalmers pumps (trickling filter) at the WWTP for \$9,550.00 for each pump.

Motion: Trustee Salton

Second: Trustee Friend

Discussion: none

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

Nays and Abstentions: none

Motion carried

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- c. Trustee Robinson recommends authorization for Pleasant Valley Electric's installation of a sump pump power alarm and dialer which will automatically contact a WWTP operator if a flood or fire occurs at the plant. The proposed cost is \$2,500.00; proof of prevailing wage will be provided. The alarm will be a connected to cellular service through a Verizon account.

Resolution #8074

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees accepts the proposal and authorizes Mayor Woodard to sign a contract with Pleasant Valley Electric for installation of a fire and flood alarm system at the WWTP, including sump pump and power alarm dialer for \$2,500.00.

Motion: Trustee Marshall

Second: Trustee Friend

Discussion: none

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

Nays and Abstentions: none

Motion carried

- d. The WWTP methane fueled boiler system needs to be disconnected to evaluate fixing one of the two units.

Resolution #8075

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees accepts the proposal and authorizes Mayor Woodard to sign a contract with Ontario Boiler HVAC to disconnect the two boilers for \$1185.00

Motion: Trustee Salton

Second: Trustee Marshall

Discussion: none

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

Nays and Abstentions: none

Motion carried

Mayor Woodard would like to expand the conversation about upgrading to an energy efficient boiler to include solar panels on the roof. The current boilers are original and are not efficient. Utilities costs are one of the major expenses of the plant. Methane is captured at the WWTP and is used for heat, but it is not turned into electricity.

5. Report of Police Chief Steinmetz (Exhibits 2018-060)

In response to a resident’s inquiry, Mayor Woodard asks about barking dogs complaints. If the barking creates a nuisance an officer will respond. For a violation to be prosecuted, the officer must witness the nuisance, or the complainant must sign a statement. Frequently the resident will not sign the paperwork to appear in court.

John Arsenault is going through his new-hire and background checks.

The Tompkins County Law Enforcement Shared Services (LESS) Study results were presented this week. The report is available for public review at www.crg.org/tompkinsless. The Village is under no obligation to enact any of the recommendations of the study. Tompkins County and City of Ithaca legislators initiated the study seeking to lower public safety costs. Saving taxpayer dollars through Shared Services is a statewide goal. Residents cite the services offered by the police department as a primary reason for choosing to live in the Village.

6. Report of Assistant Superintendent of Public Works Wiese (Exhibit 2018-061)

The Hanshaw Rd (lower end) sidewalk and a crosswalk at Cayuga Heights Rd. are complete. Road lines have been re-painted by the DPW. The sewer line at 603 Cayuga Heights Rd. had to have an emergency repair.

Resolution #8076

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees accepts the proposal and authorizes Mayor Woodard to ratify and sign a contract with Scannex to reline the sewer line at 603 Cayuga Heights Rd.

Motion: Trustee Salton

Second: Trustee McMurry

Discussion: none

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

Nays: none

Abstentions:

Motion carried

Resolution #8077

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees accepts the proposal and authorizes the purchase of a reconditioned 2011 Syncon Sidewalk Plow for \$21,000.

Motion: Trustee Robinson

Second: Trustee Friend

Discussion: no additional

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

Nays: none

Abstentions:

Motion carried

7. Report of Superintendent of Public Works Cross

Appreciates the attention the Board of Trustees is giving to the WWTP.

- a. The Village has used Direct Energy as our natural gas supplier in the past; they are currently offering a price protection plan with a cap of \$3.50 per dekatherm for 24 months. Right now, the price is \$1.27 per dekatherm. Direct Energy is a NYS registered vendor and recommended through Municipal Electric & Gas Alliance (MEGA).

Resolution #8078

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves the signing of a 24-month utility contract with Direct Energy to purchase natural gas for the Village owned properties.

Motion: Trustee Friend

Second: Trustee Robinson

Discussion: none

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

Nays: none

Abstentions: none

Motion carried

b. Tax parcel 1-4-2.3 is currently a vacant lot. The owner intends to build a house on this lot and needs a mailing address assigned by the Village.

Resolution #8079

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees designates the mailing address for tax parcel 1-4-2.3 as 180 W. Remington Road.

Motion: Trustee Salton

Second: Trustee Biloski

Discussion: no additional

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

Nays: none

Abstentions:

Motion carried

c. Bolton Point has a project to replace the transmission water line within the Village’s public right-of-way. A modern easement agreement has been written. Attorney Marcus has reviewed and sanctions the latest easement version.

Resolution #8080

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees grants the Town of Ithaca authority to act as the agent of the Village for the Bolton Point transmission line project, approves the easements, and authorizes the Mayor to sign them.

Motion: Trustee Salton

Second: Trustee Marshall

Discussion: none

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

Nays: none

Abstentions:

Motion carried

EXHIBIT 2018-044 page 8 of 9

8. Report of Clerk & Treasurer - Submitted reports (Exhibits 2018-062)

The INSERO accounting firm's annual Village financial audit started today.

Resolution #8081

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves Abstract #04 for FYE2018 consisting of TA vouchers 27-35 in the amount of \$17,024.82 and Consolidated Fund vouchers 206 – 268 in the amount of \$238,640.19 and the Treasurer is instructed to make payments thereon.

Motion: Trustee Marshall

Second: Trustee Biloski

Discussion: none

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

Nays & Abstentions: none

Motion carried

Zoning Discussion:

Mayor Woodard proposes that the Village reduce the number of allowed unrelated people per household from four to three. Thereby promoting reduction of the number of houses converted into rentals. Village Trustee Salton recommends that specific language on duplexes be incorporated into the draft Zoning Law.

Due to the lateness of the hour, the Mayor proposes postponement of further discussion on zoning until a special Board of Trustees meeting to be held on October 2, 2017.

Resolution #8082

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves the scheduling of a Special Board of Trustees meeting to be held at 7:00 p.m. on October 2, 2017 at Marcham Hall to continue discussion of the draft Zoning Law.

Motion: Trustee Marshall

Second: Trustee McMurry

Discussion: none

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

Nays & Abstentions: none

Motion carried

9. Report of the Attorney

There are no questions for Attorney Marcus

10. Executive Session

Resolution 8083

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.

Motion: Trustee Salton

Second: Trustee Biloski

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

Nays and Abstentions: none

Motion carried

Resolution 8084

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

Motion: Trustee Biloski

Second: Trustee Friend

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

Nays and Abstentions: none

Motion carried

11. Adjournment Mayor Woodard adjourns the meeting at 10:54 p.m.

EXHIBIT 2019-063

Minutes

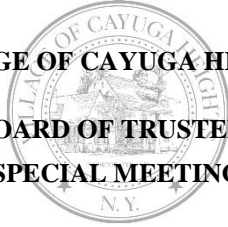
VILLAGE OF CAYUGA HEIGHTS

Thursday, August 30, 2018

Marcham Hall

**BOARD OF TRUSTEES
SPECIAL MEETING**

10.30 a.m.



Present: Mayor Woodard; Trustees: Friend, Marshall, McMurry, and Salton; Clerk Walker; Treasurer Mangione

Call to Order: Mayor Woodard calls the meeting to order at 10:31 a.m.

1. Report of Mayor

- a. Each year the Cayuga Heights Fire Department sends a fundraising letter for approval

Resolution # 8291

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees approves the annual Cayuga Heights Fire Fund Raising Letter to Village residents as presented in Exhibit 2019-059.

Motion: Trustee Friend

Second: Trustee McMurry

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

Nays: None

Abstentions: None

Motion Carried

- b. This Resolution amends and supersedes the bond resolution from May 21st, 2018 allowing the bonding beyond a five-year life and subject to a Permissive Referendum.

Resolution # 8292

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees approves the language as presented in the Exhibit 2019-060

Motion: Trustee Salton

Second: Trustee Marshall

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

Nays: None

Abstentions: None

Motion Carried

2. Executive Session

Resolution # 8293

BE IT RESOLVED THAT: the Board of Trustees enter into Executive Session for the purpose of discussing 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 Friend

Second: Trustee Marshall

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

Nays: None

Abstentions: None

Motion Carried

Resolution # 8293

BE IT RESOLVED THAT: the Board of Trustees exit from Executive Session at 10:50 a.m.

Motion: Trustee Salton

Second: Trustee McMurry

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

Nays: None

Abstentions: None

Trustee Biloski arrives at 10:50 a.m.

3. Adjournment

Mayor Woodard adjourns the meeting at 10.51a.m.

EXHIBIT 2019-064

Approval of September Abstracts:

BE IT RESOLVED THAT: the Village of Cayuga Heights Board of Trustees approves Abstract #4 for FYE2019 consisting of TA vouchers 24 – 32 in the amount of \$17438.28 and Consolidated Fund vouchers 195 – 259 in the amount of \$236,321.91 and the Treasurer is instructed to make payments thereon.

Respectfully submitted,

Joan M. Mangione

EXHIBIT 2019-065

Fall Training School Tentative Agenda

MONDAY, September 24, 2018

12:00 - 7:00 p.m. - NYCOM Registration Desk Open

1:00 - 2:00 p.m. - First-time Attendee Orientation

2:00 - 3:15 p.m. CONCURRENT SESSIONS

- **Understanding Municipal Ethics in Today's Climate**
- Municipal Finance Fundamentals
- How to Adopt Local Laws and Conduct Referenda So You Don't Have to Do It Over

3:30 - 4:45 p.m. CONCURRENT SESSIONS

- What Do You Mean I Can't Do That? Roles & Responsibilities of Municipal Officials
- **Internal Controls for City and Village Operations**
- Overview of Governmental Accounting
- Code is Data: Are You Getting the Full Benefit of Your Online Code?

5:00 - 6:00 p.m. - We Are the NYCOM Novelists: Book Club

5:00 - 7:00 p.m. - Hospitality

7:00 p.m. **WELCOME DINNER and KEYNOTE SPEAKER Dr. Marc Tinsley - Vitalizational: The Opposite of Burnout**

9:00 - 11:00 p.m. - Hospitality

TUESDAY, September 25, 2018

8:00 a.m. - 4:30 p.m. - NYCOM Registration Desk Open

8:30 a.m. - 4:30 p.m. - Exhibit Hall Open

9:00 - 10:15 a.m. CONCURRENT SESSIONS

- Albany Update
- Policies and Procedures: The Must-Haves
- Developing an Effective Fund Balance Policy
- The CFA Process: Preparation and Expectations from a Municipal Perspective
- So You Think the Supreme Court Isn't Relevant to Your Job? A First Amendment Primer for Local Government Officials
- **Understanding the New Volunteer Firefighter Cancer Benefit**

10:45 a.m. - 12:00 p.m. CONCURRENT SESSIONS

- Policies and Procedures: The Should-Haves
- Municipal Debt 101
- You're Making Me Do What? Understanding and Complying with NYS' Prevailing Wage Laws and Certified Payroll Requirements *
- **Saving Money on Energy Costs with NYMEP**
- Applying Behavioral Science to Your Government

12:00 p.m. - 1:30 p.m. LUNCH

- Association of City and Village Clerks' Luncheon and Annual Meeting

1:30 - 2:45 p.m. CONCURRENT SESSIONS

- **Retirement System Redesign**
- How to Report Debt in the Annual Update Document
- **Clerks' Association Seminar (not CPE or EOA)**
- Hot Topics in Employer Relations *
- Wanting What You Can't Have: Understanding Competitive Bidding and Municipal Purchasing

3:15 - 4:30 p.m. CONCURRENT SESSIONS

- **Getting a Handle on Records Management, Regardless of Format**
- Managing Travel and Conference Expenses
- Developing and Managing an Effective Budget
- The Good, the Bad and Preventing the Ugly: Conducting Village Elections *

- The Power of You (*not CPE*)
- How to Comply with the State Environment Quality Review Act: In Plain English *

4:30 - 6:30 p.m. - Hospitality

Evening - Dinner on your own

8:00 - 11:30 p.m. - Entertainment - Music at the Crowne Plaza

WEDNESDAY, September 26, 2018

8:00 a.m. - 2:30 p.m. - NYCOM Registration Desk Open

8:30 a.m. - 2:30 p.m. - Exhibit Hall Open

9:00 - 10:15 a.m. CONCURRENT SESSIONS

- Yippee, It's a New Day! (*not CPE*)
- **Small Cells. Big Problems. The Future of Internet Service and the Regulation of Wireless Infrastructure**
- Cash Management
- Communicating and Understanding Financial Reports
- Running Productive Meetings that End on Time and Don't Get Out of Control
- Navigating the Social Media Morass

10:45 a.m. - 11:45 a.m. CONCURRENT SESSIONS

- Team Building/Trust Building (Not CPE)
- **The Freedom of Information Law: Show Me the Records!**
- Tales from the Field: City and Village Audits
- Key Considerations in Drafting, Updating and Utilizing Employee Handbooks *
- Implicit Bias and the Ten Commandments of Cultural Competency *

11:45 a.m. - Lunch

1:00 - 2:30 p.m. CONCURRENT SESSIONS

- Let's Talk it Out: A Discussion in Advanced Procurement Practices *
- The Open Meetings Law: Toeing the Line *
- **The Board Meeting Minutes... Why Do they care**
- Who Are the People in Your Neighborhoods: Census 2020
- State and Federal Funding Opportunities: Financing and Resources for Municipalities

7:00 p.m. Dinner - 80s Theme Party

THURSDAY, September 27, 2018

8:00 a.m. - 4:30 p.m. - NYCOM Registration Desk Open

8:30 a.m. - 12:00 p.m. - Exhibit Hall Open

9:00 - 10:15 a.m. CONCURRENT SESSIONS

- The Public Purse: The Constitution's Prohibition Against Gifts and Loans of Taxpayer Dollars
- Health Insurance Options for Employees and Retirees
- Stump the Staff (*not CPE*)
- Accounting for Capital Projects
- Managing Vital Records
- Employee Evaluations: Why Aren't You Doing Them?

10:45 a.m. - 12:00 noon CONCURRENT SESSIONS

- Rolling in the Deep: Administering Public Water and Sewer Systems
- Protecting Public Employees: Workplace Violence in NYS
- Developing a Multi-year Plan
- Ins and Outs of Unemployment, COBRA and Family Leave: What You Need to Know

12:00 noon - 1:30 p.m. LUNCH

- Society of Municipal Finance Officers' Luncheon and Annual Meeting

1:30 - 2:45 p.m. CONCURRENT SESSIONS

- Planning, Zoning, and Land Use for Local Government Officials
- Protecting Municipal Data and Computer Systems: A Non-Technical Guide for Beginners
- Finance Officers' Seminar (*not CPE or EOA*)
- Accounting for Payroll and Personnel

3:00 p.m.- 4:30 p.m. PLENARY

- Answers? You Can't Handle the Answers! It's BOOT CAMP! (*not CPE*)

6:00 p.m. - Reception

7:00 p.m. - Annual Banquet and Certificate of Attendance Awards