

Minutes
Marcham Hall

EXHIBIT 2016-013
VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES
ANNUAL ORGANIZATIONAL MEETING

Monday, April 6, 2015
7:00p.m

Present: Mayor Supron; Trustees: Biloski, Friend (joined the meeting at 7:40 p.m.), Robinson, Salton and Woodard; Fire Superintendent Tamborelle; Superintendent of Public Works Cross; Police Chief Steinmetz; Clerk & Treasurer Mangione; Attorney Marcus.

Absent: Trustee Crooker

Call to Order: Mayor Supron called the meeting to order at 7:00 p.m.

1. The following officials who were elected on March 18, 2015, affirmed their Oath of Office which was administered by Village Clerk & Treasurer Mangione: Trustees Jennifer Biloski, Richard Robinson, and Peter Salton.

2. **Public Hearing on Proposed Local Law 2015-A: Override Tax Levy Cap for FYE2016 (Exhibit 2016-001)**

No members of the public were in attendance. The Public Hearing ended at 7:02 p.m.

3. **Approval of Meeting Minutes:**

Resolution #7576

BE IT RESOLVED THAT: Minutes of the March 9, 2015 Village of Cayuga Heights Board of Trustees Meeting are approved as written in Exhibit FYE2016-002.

Motion: Trustee Robinson

Second: Trustee Woodard

Discussion:

Ayes: Trustees Robinson, Salton and Woodard

Nays: none

Abstention: Biloski

Motion carried

4. **Approval of Meeting Minutes:**

Resolution #7577

BE IT RESOLVED THAT: Minutes of the March 31, 2015 Village of Cayuga Heights Board of Trustees Meeting are approved as written in Exhibit FYE2016-003.

Motion: Trustee Robinson

Second: Trustee Salton

Discussion:

Ayes: Trustees Robinson, Salton and Woodard

Nays: none

Abstention: Biloski

Motion carried

5. **Report of Fire Superintendent Tamborelle (Exhibit 2016-004)**

Fire Company member #1 Fleet Morrisømemorial service was well attended; the family was very pleased.

Preparations for a Summer Movie Night at the Fire Station are moving along. In regards to Special Event permitting, Chief Tamborelle requests that the Board approve a waiver from the requirement. Kendal at Ithaca made a donation to the Fire Council which was used to purchase the necessary equipment making movie nights possible. The expectation is that once school is out for summer recess, the weekly family friendly movies will be shown on Thursday evenings at dusk.

Resolution #7578

BE IT RESOLVED THAT: Village of Cayuga Heights Board of Trustees waives the permitting requirement of Local Law 2013-3: Regulation of Parades and Special Events to the Cayuga Heights Fire Council for the purpose of holding weekly movie nights during the months of July and August 2015.

Motion: Trustee Salton

Second: Trustee Woodard

Discussion: none

Ayes: Trustees Biloski, Robinson, Salton and Woodard

Nays or Abstentions: none

Motion carried

Replacement of the furnace at the village owned property at 825 Hanshaw Road is necessary. There is an odor that circulates through the ductwork. Additionally there is mildew in the basement that will be reduced or eliminated by use of a new furnace. A discussion on the method of accounting for expenditures associated with the 825 Hanshaw Road rental took place. Halco Plumbing will be installing a Reem 95% efficiency furnace; HSC installs Lennox equipment.

Resolution #7579

BE IT RESOLVED THAT: Village of Cayuga Heights Board of Trustees approves a contract with Halco Plumbing and Heating for replacement of the furnace and all ductwork for the low bid of \$3,950. The funds will be allocated from General Fund Contingency: A1990.400 in the current fiscal year 2015 budget.

Motion: Trustee Woodard

Second: Trustee Robinson

Discussion: none

Ayes: Trustees Biloski, Robinson, Salton and Woodard

Nays or Abstentions: none

Motion carried

Resolution #7580

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees approves the following fire department slate of officers as voted on by the fire company and approved by the Fire Council.

Chief George Tamborelle

Assistant Chief Joe Price

Assistant Chief Scott Martling

Assistant Chief John Putnam

Lieutenant David Openshaw

Lieutenant Blake Berger

Lieutenant Jaden Gladstone

Motion: Trustee Robinson

Second: Trustee Salton

Discussion: none

Ayes: Trustees Biloski, Robinson, Salton and Woodard

Nays or Abstentions: none

Motion carried

The process of issuance and revocation of Operating Permits was revisited. Members of the Fire Department will be attending Code Technician training in the coming months. Fraternity houses in the Village continue to generate calls to Police and Fire for avoidable and/or malicious causes. Steps are planned to have Operating Permit policies and procedures in place for the Fall of 2015.

Trustee Friend joined the meeting at this point.

6. Annual Appointments (Exhibit 2016-006)

Mayor Supron appoints Peter Salton as Acting Mayor for the 2016 Official Year.

Mayor Supron made the following appointments with a motion of approval for each:

Resolution #7581

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Joan Mangione as Records Management Officer for one official year. (4/2016)

Motion: Trustee Salton

Second: Trustee Robinson

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nay and Abstentions: none

Motion carried

Resolution #7582

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Barney, Grossman, et al as the Official Village Municipal Law Firm for one official year. (4/2016)

Motion: Trustee Robinson

Second: Trustee Woodard
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nay and Abstentions: none
Motion carried

Resolution #7583

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Miller, Mayer, et al as the Official Village Labor Law Firm for one official year. (4/2016)

Motion: Trustee Robinson
Second: Trustee Friend
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nay and Abstentions: none
Motion carried

Resolution #7584

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Brent Cross as Building Commissioner, Stormwater Mgmt. Officer, Engineer, and Zoning Officer for one official year. (4/2016)

Motion: Trustee Robinson
Second: Trustee Friend
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nay and Abstentions: none
Motion carried

Resolution #7585

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Linda Woodard as Acting Treasurer for one official year. (4/2016)

Motion: Trustee Robinson
Second: Trustee Friend
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nay and Abstentions: none
Motion carried

Resolution #7586

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Beatrice Szekely as Historian for one official year. (4/2016)

Motion: Trustee Friend
Second: Trustee Robinson
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nay and Abstentions: none
Motion carried

Resolution #7587

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Andre Bensadoun as Forester for one official year. (4/2016)

Motion: Trustee Robinson
Second: Trustee Biloski
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nay and Abstentions: none
Motion carried

Resolution #7588

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of David Klein as Active Village Judge for one official year. (4/2016)

Motion: Trustee Salton
Second: Trustee Robinson
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nay and Abstentions: none
Motion carried

Resolution #7589

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mark Eisner as Zoning Board of Appeals Alternate for one official year. (4/2016)

Motion: Trustee Robinson
Second: Trustee Friend
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nay and Abstentions: none
Motion carried

Resolution #7590

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Sue Manning as Zoning Board of Appeals Alternate for one official year. (4/2016)

Motion: Trustee Robinson
Second: Trustee Biloski
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nay and Abstentions: none
Motion carried

Mayoral appointments for Planning Board Alternate and Prosecuting Attorney will be announced at a later date.

Resolution #7591

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Jennifer Biloski, Peter Salton, and Linda Woodard to the Public Safety Committee for one official year. (4/2016)

Motion: Trustee Robinson
Second: Trustee Friend
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nays and Abstentions: none
Motion carried

Resolution #7592

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Maryann Friend, Richard Robinson, and Peter Salton to the Public Works Committee for one official year. (4/2016)

Motion: Trustee Friend
Second: Trustee Salton
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nays and Abstentions: none
Motion carried

Resolution #7593

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Jennifer Biloski, Richard Robinson, and Linda Woodard to the Finance Committee for one official year. (4/2016)

Motion: Trustee Friend
Second: Trustee Robinson
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nays and Abstentions: none
Motion carried

Resolution #7594

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Maryann Friend to the Communications Committee for one official year. (4/2016)

Motion: Trustee Robinson
Second: Trustee Woodard
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nays and Abstentions: none
Motion carried

Resolution #7595

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Maryann Friend to the Human Resources Committee for one official year. (4/2016)

Motion: Trustee Robinson
Second: Trustee Woodard
Ayes: Biloski, Friend, Robinson, Salton and Woodard
Nays and Abstentions: none
Motion carried

Mayoral Appointments of a Planning Board Liaison and additional members of the Communications Committee and the Human Resources Committee will be announced at a later date.

Resolution #7596

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Roy Staley and Mayor Kate Supron to the Board of Directors of the Bolton Point Water Commission for one official year. (4/2016)

Motion: Trustee Robinson

Second: Trustee Salton

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

Resolution #7597

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Mayor Kate Supron to the Board of Directors of Tompkins County Council of Governments (TCCOG) for one official year. (4/2016)

Motion: Trustee Salton

Second: Trustee Robinson

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

Mayoral Appointment of an alternate to the Board of Directors of Tompkins County Council of Governments (TCCOG) will be announced at a later date.

Resolution #7598

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Peter Salton as a member of the Board of Directors for the Greater Tompkins County Municipal Health Insurance Consortium and Mayor Kate Supron as alternate for one official year. (4/2016)

Motion: Trustee Robinson

Second: Trustee Friend

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

Resolution #7599

BE IT RESOLVED THAT: The Board of Trustees approves the appointment of Clerk & Treasurer Joan M. Mangione as member of the Greater Tompkins County Municipal Health Insurance Consortium Joint Committee for one official year. (4/2016)

Motion: Trustee Salton

Second: Trustee Robinson

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

7. Annual Resolutions (Exhibit 2016-007)

Resolution #7600

BE IT RESOLVED THAT: That Tompkins Trust Company, Ithaca, NY is designated the official depository for Village funds for the Fiscal Year June 1, 2015 ó May 31, 2016, with a maximum deposit of \$4,000,000.

Motion: Trustee Robinson

Second: Trustee Salton

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

Resolution #7601

BE IT RESOLVED THAT: That the Clerk & Treasurer is authorized to notify Tompkins Trust Company of the following names to be honored on checks for the Fiscal Year June 1, 2015 ó May 31, 2016 with two signatures required for each check.

Kathryn D. Supron, Mayor or Peter Salton, Deputy Mayor

Joan M. Mangione, Clerk & Treasurer or Linda Woodard, Acting Treasurer

Motion: Trustee Salton

Second: Trustee Friend

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

Resolution #7602

BE IT RESOLVED THAT: That the Ithaca Journal is designated the official newspaper of record for Official Year beginning April 1, 2015.

Motion: Trustee Robinson

Second: Trustee Woodard

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

Resolution #7603

BE IT RESOLVED THAT: The date and time for regular meetings of the Board of Trustees for the Official Year 2016 is established as the 3rd Monday of each month at Marcham Hall starting at 7:00 p.m.: May 18th, June 15th, July 20th, Aug 17th, Sept 21st, Oct 19th, Nov 16th, Dec 21th, Jan 18th, Feb 15th, Mar 21st, Apr 4th ó Organizational meeting

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

Resolution #7604

BE IT RESOLVED THAT: The time and date for next regular Board of Trustees meeting is April 15, 2015 at Marcham Hall, 7:00 p.m.

Motion: Trustee Friend

Second: Trustee Salton

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

Resolution #7605

BE IT RESOLVED THAT: The date and time for regular meetings of the Planning Board for the Official Year 2016 is established as the 4th Monday of the month: April 28nd, May 27th (Tuesday after Memorial Day - held at the CHFD), June 23th, July 28nd, Aug 25th, Sept 22nd, Oct 27th, Nov 24th, Dec 22nd, Jan 26th, Feb 23rd, Mar 23rd.

Motion: Trustee Robinson

Second: Trustee Biloski

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

Resolution #7606

BE IT RESOLVED THAT: The date and time for regular meetings of the Zoning Board of Appeals is scheduled on an as needed basis (historically the 1st Monday of the month).

Motion: Trustee Friend

Second: Trustee Biloski

Ayes: Biloski, Friend, Robinson, Salton and Woodard

Nays and Abstentions: none

Motion carried

Resolution #7607 (EXHIBIT 2016-008)

IN APPRECIATION FOR OUTSTANDING PUBLIC SERVICE BY STEVEN HAMILTON

WHEREAS, Steven Hamilton served the Village of Cayuga Heights as Trustee from October 2010 to April 2015, providing the Village with exceptional stewardship in the areas of Planning, Human Resources, and due diligence in all matters; and

WHEREAS, Steven Hamilton has brought respect, honor and integrity to the office of Village Trustee leading by example, exhibiting the highest level of ethics and maintaining excellent moral character; and

WHEREAS, Steven Hamilton volunteered numerous hours, exhibited outstanding community spirit in her service, acting as an agent of change, while maintaining a demeanor that made working with him a pleasure; and

WHEREAS, Steven Hamilton's unwavering commitment, willingness and ability to understand and respond to the concerns of the people of the Village of Cayuga Heights has made a substantial contribution to the betterment of our community

NOW, THEREFORE, BE IT RESOLVED that the Board of Trustees does hereby commend Steven Hamilton for the dedication, enthusiasm and outstanding public service given to the Cayuga Heights community for the past five years.

Motion: Trustee Friend

Second: Trustee Woodard

Ayes: Trustees Biloski, Friend, Robinson, Salton, and Woodard

Nays and Abstentions: none

Motion carried

10. Report of Mayor Supron:

- a. The Village has once again earned the designation of Tree City USA for 2014 due primarily to the efforts of Andre Bensadoun and the Shade Tree Committee. Mayor Supron will attend the annual Arbor Day Tree Planting to be held at CHES.
- b. The Historic Preservation Committee has changed the display in the Court Room. The photograph of Former Mayor Marcham, for whom the building was renamed to honor, has been moved to a place of prominence over the fireplace. Additional changes to the permanent displays will take place in preparation for the Village's Centennial Celebration.
- c. Proposed Local Law 2015-A: Override Tax Levy Cap for FYE2016 (Exhibit 2016-001) The Board discussed the reasons for and against passing a tax levy cap override provision again this year. It is unlikely that the budget under review will exceed the tax levy cap.

Resolution #7608

BE IT RESOLVED THAT: The Proposed Local Law A of 2015: Override tax cap is passed.

**VILLAGE OF CAYUGA HEIGHTS
LOCAL LAW 1 OF THE YEAR 2015
A LOCAL LAW TO OVERRIDE THE TAX LEVY LIMIT ESTABLISHED IN
GENERAL MUNICIPAL LAW §3-C**

Be it enacted by the Board of Trustees of the Village of Cayuga Heights as follows:

Section 1 Legislative Intent: It is the intent of this local law to allow the Village of Cayuga Heights to adopt a budget for the fiscal year commencing in 2014 that requires a real property tax levy in excess of the tax levy limit as defined by General Municipal Law §3-c.

Section 2 Authority: This local law is adopted pursuant to subdivision 5 of General Municipal Law §3-c which expressly authorizes a local governing body to override the property tax cap for the coming fiscal year by the adoption of a local law approved by a vote of sixty percent (60%) of said governing body.

Section 3 Tax Levy Limit Override: The Board of Trustees of the Village of Cayuga Heights, County of Tompkins, is hereby authorized to adopt a budget for the fiscal year commencing in 2014 that requires a real property tax levy in excess of the amount otherwise prescribed in General Municipal Law §3-c.

Section 4 Severability: If a court determines that any clause sentence paragraph subdivision or part of this local law or the application thereof to any person firm or corporation or circumstance is invalid or unconstitutional the court order or judgment shall not affect impair or invalidate the remainder of this local law but shall be confined in its operation to the clause sentence paragraph subdivision or part of this Local Law or in its application to the person individual firm or corporation or circumstance directly involved in the controversy in which such judgment or order shall be rendered.

Section 5 Effective Date: This Local Law shall take effect immediately upon filing with the Secretary of State.

Motion: Trustee Robinson
Second: Trustee Woodard
Ayes: Trustees Biloski, Friend, Robinson, Supron, and Woodard
Nays: Trustee Salton
Abstentions: none
Motion carried

11. Report of the Trustees:

No other topics to discuss this evening.

12. Report of Police Chief Steinmetz (Exhibit 2015-008a,b,c)

There were no questions for the Chief on his reports.

The 2014 Annual Report of the Village of Cayuga Heights Police Department will be completed and distributed in the near future.

Chief Steinmetz was asked what discharge distance is necessary for a resident bow hunter to hunt on his own property. It is 500ø which is defined by NYS law.

13. Report of Clerk & Treasurer Mangione (Exhibit FYE2016-009a,b)

The final examination report from the Office of the State Comptroller (OSC) on Board Oversight was presented. The complete report as well as the recently released, Fiscal Stress Monitoring results from the OSC are available on the Village website. A follow on response from the Village will be prepared and forwarded to the OSC by July 2, 2015.

Resolution #7609

BE IT RESOLVED THAT: Abstract #11 for FYE2015 consisting of TA vouchers 88 - 97 in the amount of \$6,702.51 and Consolidated Fund vouchers 753 - 818 in the amount of \$112,868.30 is approved and the Treasurer is instructed to make payments thereon.

Motion: Trustee Salton
Second: Trustee Woodard
Ayes: Trustees Biloski, Friend, Robinson, Salton, and Woodard
Nays and Abstentions: none
Motion carried

14. Report of Attorney:

No report

15. Executive Session

Resolution # 7610

BE IT RESOLVED THAT: An Executive Session of the Village of Cayuga Heights Board of Trustees is deemed appropriate by virtue of §105 of the NYS Open Meeting Law subsection (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 Robinson
Second: Trustee Friend
Discussion: none
Ayes: Trustees Biloski, Friend, Robinson, Salton, and Woodard
Nays and Abstentions: none

Motion carried

Resolution # 7611

BE IT RESOLVED THAT: An Executive Session of the Village of Cayuga Heights Board of Trustees is ended and returned to Open Session.

Motion: Trustee Salton
Second: Trustee Robinson
Discussion: none
Ayes: Trustees Friend, Hamilton, Robinson, Salton, and Woodard
Nays and Abstentions: none
Motion carried

Meeting of the Village of Cayuga Heights Board of Trustees was adjourned by Mayor Supron at 9:40 p.m.