

EXHIBIT 2016- 054

Minutes
Marcham Hall

VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES MONTHLY MEETING

Monday, August 17, 2015
7:00 p.m.

Present: Deputy Mayor Salton; Trustees: Biloski, Friend, Robinson, and Woodard; Superintendent of Public Works Cross; Police Chief Steinmetz; Clerk & Treasurer Mangione

Absent: Mayor Supron, Trustee Marshall, Fire Superintendent Tamborelle, Attorney Marcus

Call to Order: Acting Mayor Salton called the meeting to order at 7:02 p.m.

1. Approval of Minutes:

Resolution #7675

BE IT RESOLVED THAT: Minutes of the July 20, 2015 Village of Cayuga Heights Board of Trustees Meeting are approved with revisions as written in Exhibit FYE2016-043.

Motion: Trustee Woodard

Second: Trustee Robinson

Discussion: In Section 8: Report of Superintendent of Public Works Cross, an area which sustained flooding should be described as effected not affected by the July 14, 2015 storm event. The second item under Section 1 should be identified as b.

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

Nays & Abstentions: none

Motion carried

Three sets of Special Meeting Minutes had not been previously distributed and voted on by the Board of Trustees.

2. Approval of Minutes:

Resolution #7676

BE IT RESOLVED THAT: Minutes of the April 15, 2015 Village of Cayuga Heights Board of Trustees Special Meeting are approved with revisions as written in Exhibit FYE2016-044.

Motion: Trustee Friend

Second: Trustee Woodard

Discussion: Section numbering is corrected.

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

Nays & Abstentions: none

Motion carried

3. Approval of Minutes:

Resolution #7677

BE IT RESOLVED THAT: Minutes of the May 14, 2015 Village of Cayuga Heights Board of Trustees Special Meeting are approved with revisions as written in Exhibit FYE2016-045.

Motion: Trustee Robinson

Second: Trustee Woodard

Ayes: Trustees Biloski, Friend, Robinson, and Woodard

Nays: none

Abstentions: Acting Mayor Salton;

Motion carried

4. Approval of Minutes:

Resolution #7678

BE IT RESOLVED THAT: Minutes of the May 28, 2015 Village of Cayuga Heights Board of Trustees Special Meeting are approved with revisions as written in Exhibit FYE2016-045.

Motion: Trustee Biloski

Second: Trustee Robinson

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

Nays & Abstentions: none

Motion carried

5. Report of Fire Superintendent Tamborelle: (Exhibit FYE2016-047)

An update on improvements to 825 Hanshaw Road was provided by Superintendent of Public Works Cross. All siding was removed and it has been confirmed that there is no sidewall insulation. Estimates to rent equipment and purchase cellulose insulation will be gathered. A decision on a vinyl siding color will need to be made; there is a two day delivery on the siding.

Village Historian Szekely remarked that during the rain storm on July 14, the fire department responded to flooding on her street that was causing water to flow into her garage. The storm drain adjacent to her home was cleared and water was pumped from the garage which prevented further water damage.

6. Privilege of the Floor (PoF):

No members of the public to speak.

7. Report of the Mayor

a. Proposed Local Law C of the year 2015: Although the Board of Trustees has passed a resolution (#7615) repealing Local Law 2015-1 to override the tax levy limit established in General Municipal Law §3-c, it is deemed appropriate that a local law shall be passed to rescind Local Law 2015-1. To this end, a Public Hearing on Proposed Local Law C of the year 2015 (Exhibit FYE2016-048) is scheduled.

Resolution #7679

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees directs a Public Hearing to be scheduled at 7:00 p.m. on September 21, 2015 covering Local Law 2015-C the purpose of which is to rescind Local Law 2015-1

Motion: Acting Mayor Salton

Second: Trustee Robinson

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

Nays & Abstentions: none

Motion carried

b. Appointment of Patricia Longoria as Deputy Village Historian: Historian Bea Szekely addressed the Board of Trustees. She listed the many accomplishments of Ms. Longoria as a member of the Historic Preservation Committee. Some of her efforts were targeted towards preparation for and celebration of the Village Centennial. Her dedicated work has produced documentation that will live on and which gives current and future residents a picture of the past that had not previously existed. She authored From Farm to Suburb: A History of Place Names in Cayuga Heights, Ithaca, New York, copies of which Historian Szekely distributed along with her own history of Marcham Hall. Ms. Longoria's current project is to catalog all the maps stored in the attic at Marcham. With the information gleaned from this labor, storage requirements will be available.

It has been decided that documents uncovered from research performed by the Historians and Preservationists will be stored on the Laserfiche® document management system. Additionally, it is clear that all research respects the privacy of individual homeowners. When creating the history of a home, only past residents are to be cited. Open items are whether or not all documents stored in Laserfiche® are FOILable and if the county has any plans to facilitate scanning of oversized maps.

Acting Mayor Salton appoints Patricia Longoria to serve as Deputy Historian for the remainder of the official year.

Resolution #7680

BE IT RESOLVED THAT: The Board of Trustees of the Village of Cayuga Heights approves the appointment of Patricia Longoria to serve as Deputy Historian for the remainder of the official year.

Motion: Trustee Robinson

Second: Trustee Friend

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

Nays & Abstentions: none

Motion carried

8. Report of the Trustees:

Trustee Woodard, Chair of the IT Committee outlined progress made by the group. A meeting was held and another is scheduled for later in the week. Vendors have been identified, but contact has not yet been made. Acting Mayor Salton added that he has been able to confirm that both fiber (Corning) and copper (for telephony) exists between Marcham Hall and the fire station. The Fire Council contracts with Finger Lakes Technology Group for its internet. If the village server were to be relocated to the fire station, the fiber line serving the council would need to be partitioned to isolate the municipal server.

There is also copper and fiber connecting Marcham Hall to the strip mall to its northeast. Connectivity to the DPW facility is unlikely to be fiber due to cost constraints, at least for the near future. There is confusion with Clarity Connect related to the agreed billing amount for a three month trial of internet connectivity. The IT Committee may ask potential providers to present service overviews to the committee at an upcoming meeting. The system maintenance contract with Sherpa Technologies was discussed.

Resolution #7681

BE IT RESOLVED THAT: The Board of Trustees of the Village of Cayuga Heights agrees that Mayor Supron will sign a service contract with Sherpa Technologies for the remainder of the fiscal year ending on May 31, 2016.

Motion: Trustee Woodard

Second: Trustee Biloski

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

Nays & Abstentions: none

Motion carried

9. Report of Chief Steinmetz: (Exhibit FYE2016-051a, b)

There were no questions on the submitted report

Car #124 is now surplus; the 2011 Ford Crown Victoria is ready to be sold.

Resolution #7682

BE IT RESOLVED THAT: The Board of Trustees of the Village of Cayuga Heights approves the sale of one 2011 Ford Crown Victoria and authorizes the Treasurer to publish notice of bid in the Ithaca Journal and other venues as appropriate.

Motion: Trustee Woodard

Second: Trustee Friend

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

Nays & Abstentions: none

Motion carried

Chief Steinmetz inquired if Trustee Biloski wished to discuss development of the village's Emergency Management Plan. Trustee Biloski reported that discussions with Mayor Supron resulted in her proposal to hold a Department Head Meeting upon the Mayor's return. Roles of the various Department Heads will be defined at that time. Subsequently roles for the Trustees will be defined.

10. Report of Superintendent of Public Works Cross: (Exhibit FYE2016-052)

Utilization of the NYSDEC approved TR-55 computer program to determine the amount of hydrologic run-off and the Federal Highway Administration's design standards for selection of the proper hydraulic capacity for new culvert pipes has provided technology based guidance to stormwater project planning. It may be the public's expectation that infrastructure modifications will handle any and all rain events. This is unlikely to be an accurate prospect since federal standards are to design for 25 year rain event metrics and the area has experienced multiple 100 year rain events over the past few years.

On August 14, 2015 the State Pollutant Elimination System (SPDES) five year permit renewal for the wastewater treatment plant was received from the New York State Department of Environmental Conservation Division of Environmental Permits. The permit effective date is August 12, 2015 and expires on July 31, 2020.

Superintendent Cross also shared information on an upcoming building code change that will affect all NYS residents. Every new home in NYS will need a sprinkler system as required in the International Code.

11. Report of Clerk & Treasurer Mangione (Exhibit FYE2016-040)

Resolution #7683

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees authorizes the Treasurer to advertise the position of Assistant Superintendent of Public Works in the Ithaca Journal for three days and to list the position on the CareerBuilder website for a month for an expenditure not to exceed \$613.54.

Motion: Trustee Woodard

Second: Trustee Robinson

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

Nays & Abstentions: none

Motion carried

The Board discussed staffing levels in the Clerk's office.

Resolution #7684

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees authorizes budgetary modifications necessary to change the position of Information Aide from part-time to full-time and to retain the current Information Aide, Tayo Johnson, in the new full time position.

Motion: Trustee Friend

Second: Trustee Biloski

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

Nays & Abstentions: none

Motion carried

Resolution #7685

BE IT RESOLVED THAT: Abstract #3 for FYE2016 consisting of TA vouchers 15 - 24 in the amount of \$16,204.10 and Consolidated Fund vouchers 108 - 193 in the amount of \$799,399.15 is approved and the Treasurer is instructed to make payments thereon.

Motion: Trustee Woodard

Second: Trustee Robinson

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

Nays & Abstentions: none

Motion carried

12. Report of the Attorney:

No report.

Meeting of the Village of Cayuga Heights Board of Trustees was adjourned by Acting Mayor Salton at 9:25 p.m.