

Minutes
R. E. Anderson Fire Station

VILLAGE OF CAYUGA HEIGHTS
BOARD OF TRUSTEES MONTHLY MEETING

Tuesday February 16, 2016
7:00 p.m.

Present: Mayor Supron; Trustees: Friend, Marshall, Robinson, Salton, and Woodard; Fire Superintendent Tamborelle; Police Chief Steinmetz; Clerk & Treasurer Mangione; Attorney Marcus

Not in attendance: Trustee Biloski, Superintendent of Public Works Cross

Call to Order: Mayor Supron called the meeting to order at 7:04 p.m.

1. Approval of Board of Trustee Meeting Minutes: January 19, 2016

Resolution #7746

BE IT RESOLVED THAT: Minutes of the January 19, 2016 Village of Cayuga Heights Board of Trustees Meeting are approved as written in Exhibit FYE2016-098.

Motion: Trustee Marshall

Second: Trustee Woodard

Discussion: none

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

Nay & Abstentions: none

Motion carried

2. Report of Fire Superintendent Tamborelle (Exhibit 2016-099)

There are no questions on the submitted report.

3. Privilege of the Floor (PoF)

Graham Gillespie thanks the Board for the discussion during the January meeting relating to his sewer back-up damage claim. Mayor Supron explains that the insurance coverage in place doesn't extend to property owners' damage nor does it cover failures in the infrastructure. It protects the policyholder, in this case the Village, should a court award damages due to its failure. A reserve may be established to reimburse property owners who suffer damage caused by the Village and where the Village is not legally liable. The Public Works Committee will continue to discuss this matter and will recommend further steps.

4. Historian's Annual Report (Exhibit 2016-100)

Village Historian, Bea Szekely is unable to attend. Her report on the exemplary enthusiasm, dedication, and series of successful events completed during the Village's Centennial is included with the agenda. The group composed of Ms. Szekely; the Deputy Historian, Patricia Longoria; Preservationists Carole Schiffman and Randi Kepecs; and history writers Gail Wagner, Lee Moon, and Gail Cashen continues to gather and document the rich history of the community.

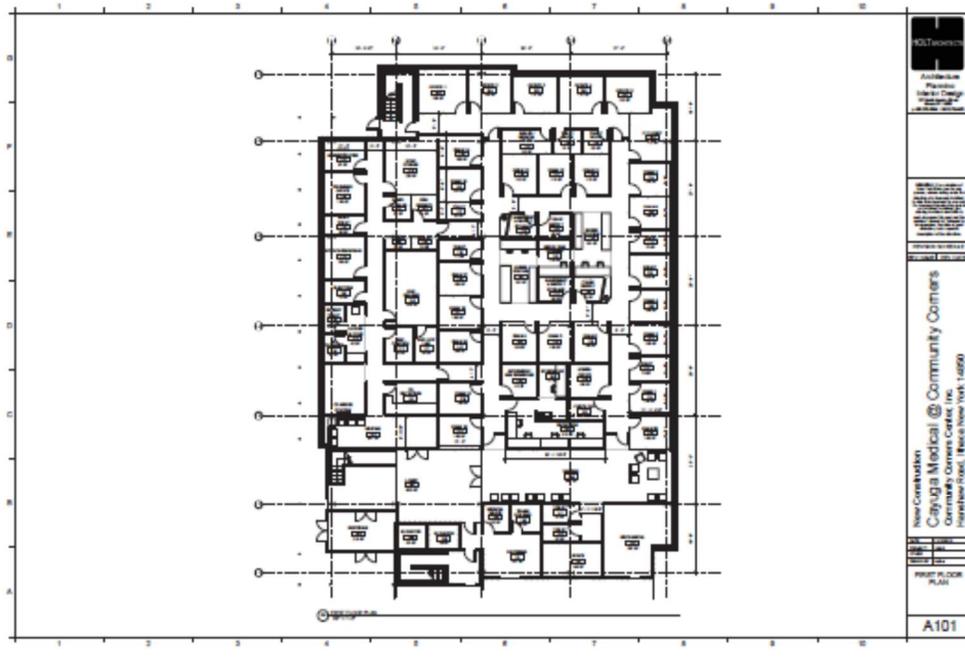
5. Forester and Shade Tree Committee Report (Exhibit 2016-101)

A recommendation for removal of the large Norway spruce at the entrance to Marcham Hall is made. It has several dead branches and the tree is clearly in decline. Although no prediction can be made for how long the tree may survive, there are other trees in the same area that are to be removed. It makes sense to remove and replace all the trees at the same time. The replacement trees are to be donated by Scott Howard.

6. Report of the Mayor

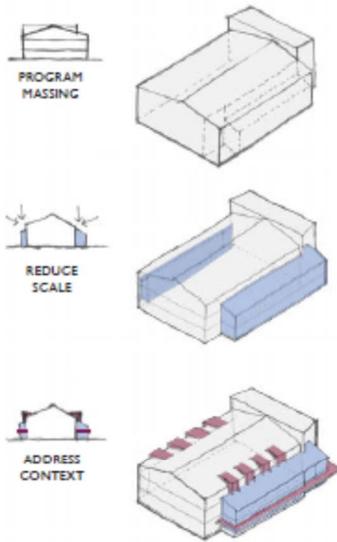
a. Planning Board Update: Zoning and Community Corners

The Ciaschi family has approached the Planning Board with an informal proposal for redevelopment of a portion of Community Corners. It is not an official proposal and sharing this with the Board of Trustees is solely informational. The Zoning Review Committee's (ZRC) ongoing work to rewrite the Village's zoning code contains recommendations for changes to current code. Awareness that the code is undergoing review has caused this Sketch Plan Review to be brought before the Planning Board for comment. Should a formal proposal be brought to the Planning Board, the decision rests with them and with the Zoning Board of Appeals, not with the Board of Trustees. Prior to presenting this tentative proposal the Ciaschis had met with Mayor Supron, Superintendent Cross, and Planning Board Chair, Fred Cowett to get a sense of what revisions may be recommended to zoning code. Any changes will be studied by the Board of Trustees and Public Hearings will be held prior to their adoption. It is felt appropriate that the Board of Trustees should see this tentative proposal to weigh if the Board is comfortable with requested variances. Mr. Cowett expresses his opinion that the primary question is one of building height. The fire station height is 45' and the ZRC feels that keeping other buildings in the commercial zone on scale with it will preserve the character of the area. Zoning currently allows buildings with two stories. The committee sees ideal future development as incorporating mixed use construction. Additional information related to the proposal has been requested, especially the anticipated impact on traffic. A positive influence is expected on Pleasant Grove Road traffic due to elimination of a cut-through to an adjacent apartment complex thereby preventing commuters from cutting across the parking lot to avoid waiting at the stop sign. Aesthetic concerns related to style are strongly expressed.



Towbridge Wolf Michaels
Landscape Architects LLP

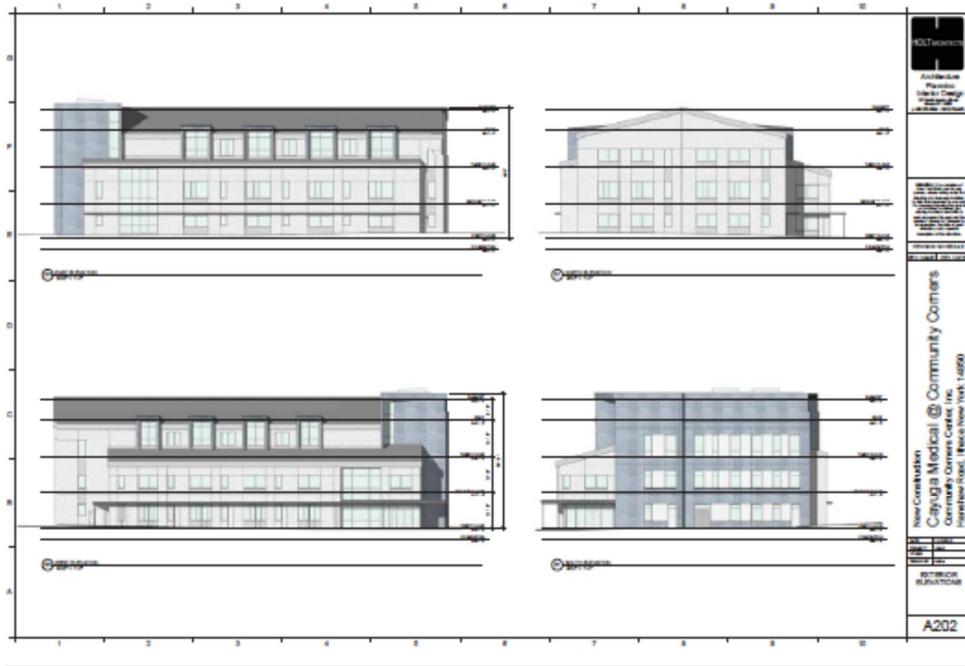
FIRST FLOOR PLAN
CORNERS COMMUNITY CENTER, INC. MEDICAL OFFICE BUILDING 1/25/2016



Towbridge Wolf Michaels
Landscape Architects LLP

BUILDING MASSING
CORNERS COMMUNITY CENTER, INC. MEDICAL OFFICE BUILDING 1/25/2016





TWMA
Trowbridge Wolf Michaels
Landscape Architects LLP

EXTERIOR ELEVATIONS
CORNERS COMMUNITY CENTER, INC. MEDICAL OFFICE BUILDING 1/25/2016



TWMA
Trowbridge Wolf Michaels
Landscape Architects LLP

SITE ELEVATIONS
CORNERS COMMUNITY CENTER, INC. MEDICAL OFFICE BUILDING 1/25/2016





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AXONOMETRIC VIEW
CORNERS COMMUNITY CENTER, INC. MEDICAL OFFICE BUILDING 1/25/2016



Trowbridge Wolf Michaels
Landscape Architects LLP

HANSHAW ROAD ENTRANCE VIEW
CORNERS COMMUNITY CENTER, INC. MEDICAL OFFICE BUILDING 1/25/2016





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SOUTHWEST CORNER / BUILDING MAIN ENTRY VIEW
CORNERS COMMUNITY CENTER, INC. MEDICAL OFFICE BUILDING 1/25/2016



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PLEASANT GROVE ENTRANCE SIMULATION VIEW
CORNERS COMMUNITY CENTER, INC. MEDICAL OFFICE BUILDING 1/25/2016



7. Report of the Trustees

The rewritten Village Emergency Plan has been distributed to the Board and Department Heads. Trustee Biloski has led the committee reworking the Plan. It is agreed that postponing its discussion until she is able to attend is appropriate and will allow all trustees to become familiar with the document. Attorney Marcus will review the document and distribute his opinion.

8. Report of Chief Steinmetz: (Exhibit FYE2016-102a, b, c)

No questions on submitted reports.

The Police Department has made every effort made to inform residents that to stop break-ins they must lock homes and vehicles. All reported thefts have been from unlocked cars, garages, and homes.

There was an incident involving a tagged Village deer outside the Village. The tags were retrieved and turned in to allow the population count to be maintained. There was an increase in deer/vehicle collisions in November due to annual Whitetail mating activity.

9. Report of Superintendent of Public Works Cross:

A meeting attended by Supt. Cross, Mayor Supron, and Trustee Robinson was held with representatives from Cornell University (CU) regarding CU's property adjacent to Village property at 123 Sheldon Road that is used for the Department of Public Works. Over the years this steeply sloped land has seen encroachment from DPW equipment and run-off. CU proposes to deed ownership of the property to the Village in exchange for return of the land to a natural state. The proposed exchange would involve retention of a Landscape Architect by the Village for the purpose of plan creation. It is not possible to use a CU Landscape Architect because of the budget paradigm used there. Additionally the landscaping and maintenance thereof in the future will be a significant and indeterminate cost. A concern is that these costs beyond the services of a Landscape Architect may well require taxes to be raised in excess of the allowable annual cap.

A candidate for the Assistant Superintendent of Public Works position was conducted. Due to Supt. Cross's current time away from the office, a decision on any next steps has yet to be made.

No response from the owners of 511 Kline Road regarding removal of their trellis as resolved at the January 19, 2016 Board of Trustees Meeting has been received.

A committee has been formed to discuss "Safe Routes to School" with the goal of application for funding from the Transportation Alternatives Program (TAP) which will be accepting another round of applications in late 2016 through early 2017.

Tompkins County Information Technology Services is proposing development of a system to manage building code and permit records. A resolution and letter expressing the Village's support are found in Exhibits FYE2016-103a & b.

Resolution # 7747

WHEREAS, Tompkins County intends to apply for funding through the New York State Consolidated Funding Application (CFA) for monies to initiate a new project focused on building code and permit records management and processes to increase efficiencies in local services and data/records collaboration through the local government shared services model and support related to records management systems, and

WHEREAS, the Village of Cayuga Heights Board of Trustees has supported Tompkins County in previous funding applications and looks forward to future opportunities for new shared services initiatives and inter-municipal cooperation which result in savings for its constituents, and

WHEREAS, the Village of Cayuga Heights Board of Trustees anticipates cooperating with and joining in future shared services offered and/or supported by the County whenever feasible,

THEREFORE BE IT RESOLVED, the Village of Cayuga Heights Board of Trustees does hereby fully support the Tompkins County in its pursuit and application for funding for shared services through a Local Government Efficiency Grant.

Motion: Trustee Salton

Second: Trustee Robinson

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

Nays and Abstentions: none

Motion carried

11. Report of Clerk & Treasurer Mangione (Exhibits 2016-104a, b)

a. Authorization for Budget Revisions:

Resolution # 7748

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees authorizes the following Fiscal Year Ending May 31, 2016 Budget revisions:

ACCOUNT	ACCOUNT DESCRIPTION	DEBIT	CREDIT	COMMENTS
A1210.410	MAYOR - CONTRACTUAL	\$ 267.14		
A1480.410	PUBLIC INFO: NEWSLETTER		\$ 267.14	RECENT NEWSLETTER POSTAGE
A5142.100	SNOW - PERSONAL SERVICES	\$ 1,001.71		
A3410.110	FIRE - DPW PERSONAL SERVICES		\$ 1,001.71	PLUS ADD'L CHARGES IN 2/14/16 PAYROLL
A1990.400	CONTINGENCY	\$ 1,582.54		
A3410.430	FIRE - INSURANCE		\$ 1,582.54	CAUSED BY REVISION TO WORKERS COMP
A5110.490	STREET - EQUIPMENT MAINT	\$ 1,980.24		
A5142.490	SNOW - EQUIPMENT MAINT		\$ 1,980.24	MOVE FROM A5110.490 STR EQUIP MAINT
A1640.150	CENTRAL GARAGE - PERS SERV O	\$ 148.12		
A8510.150	COMMUN ENV - PERS SERV OT		\$ 148.12	DPW OFF HOURS CALL OUT
F1990.400	WATER - CONTINGENCY	\$ 350.00		
F8310.410	WATER: LEGAL		\$ 350.00	ADD'L CHGS DUE TO BAN REFINANCE
G1190.400	SEWER - CONTINGENCY	\$ 5.48		
G8110.420	SEWER: TAXES		\$ 5.48	INCREASE IN TOWN & COUNTY TAXES
G8120.150	SEWER LINES - PERS SERV OT	\$ 54.32		
G8130.150	WWTP - PERS SERVICES OT		\$ 54.32	ORIG BUDGET OF \$1,000 USED

Motion: Trustee Marshall

Second: Trustee Robinson

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

Nays and Abstentions: none

Motion carried

b. Scheduling of Budget Workshop

Resolution # 7749

BE IT RESOLVED THAT: The Village of Cayuga Heights Board of Trustees schedules the annual Budget Workshop for Saturday, March 26, 2016 at 9:00 a.m.

Motion: Trustee Salton

Second: Trustee Friend

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

Nays and Abstentions: none

Motion carried

c. Approval of February Abstract 6

Resolution # 7750

BE IT RESOLVED THAT: Abstract #9 for FYE2016 consisting of TA vouchers 72 - 83 in the amount of \$17,207.41 and Consolidated Fund vouchers 623 - 708 in the amount of \$417,191.11 is approved by the Village of Cayuga Heights Board of Trustees and the Treasurer is instructed to make payments thereon.

Motion: Trustee Salton

Second: Trustee Woodard

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

Nays and Abstentions: none

Motion carried

A Request for Proposal for the services of a Human Resources Attorney will be issued. A notice will be placed in the Legal Section of the Ithaca Journal.

11. Report of the Attorney:

No additional topics to discuss

12. Executive Session

Resolution # 7751

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

Resolution # 7752

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 Friend
Discussion: none
Ayes: Trustees Friend, Marshall, Robinson, Salton, and Woodard
Nays and Abstentions: none
Motion carried

Resolution # 7753

The Village of Cayuga Heights Regarding Deer Management Program

WHEREAS:

- A. the Village of Cayuga Heights (the "Village") adopted a deer management program (the "DMP") as described in the State Environmental Quality Review Act ("SEQRA") Environmental Impact Statement ("EIS") for the DMP that had been completed by the Village; and
- B. in the Village's Articles, Article I (the "Local Law") provides for the discharge of firearms, rifles and bows in furtherance of, in connection with or to achieve the goals of the Village's deer management program; and
- C. the Local Law further provides, "Such actions may be taken by any agent or contractor of the Village in accordance with: (i) a currently valid contract; and (ii) a currently valid New York State Department of Environmental Conservation permit for such actions"; and
- D. the Village has received a proposed contract from White Buffalo, Inc. ("WB"); and
- E. the Village has received from New York State Department of Environmental Conservation (the "DEC") an amended Permit to Take or Harass Nuisance or Destructive Wildlife issued January 13, 2015 (the "DEC Permit");

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF TRUSTEES OF THE VILLAGE OF CAYUGA HEIGHTS AS FOLLOWS:

1. The Village shall proceed to implement the DMP in accordance with the Local Law, the requirements of a contract with WB, the terms of the DEC Permit and all applicable New York State laws and regulations; and
2. The Board hereby authorizes the Mayor, the Deputy Mayor or the acting Mayor, as the case may be, to execute the proposed contract with WB on behalf of the Village, in substantially the form presented to the Board, subject to the final approval as to form and content by the Mayor, the Deputy Mayor or acting Mayor, as the case may be, the Village Clerk/Treasurer, and the Attorney for the Village, and to take such further action as may be necessary, desirable or appropriate to give full force and effect to these resolutions; and
3. The Board hereby authorizes and requests that the Mayor, the Deputy Mayor or the acting Mayor, as the case may be, the Village Clerk/Treasurer, the Village Police Chief and the Attorney for the Village take such steps as may be necessary, desirable or appropriate to effectuate the intent of the foregoing resolutions; and
4. Any and all actions heretofore or hereafter taken by the Mayor, the Deputy Mayor or the acting Mayor, as the case may be, the Village Clerk/Treasurer, the Village Police Chief and the Attorney for the Village within the terms and in conformity with the intent and purpose of the foregoing resolutions hereby are in all respects ratified, confirmed and approved as the proper and authorized acts and deeds of the Village.

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

The meeting of the Village of Cayuga Heights Board of Trustees is adjourned by Mayor Supron at 9:48 p.m.