A regular meeting of the Board of Trustees of the Village of Cooperstown was held at the Village Office Building, 22 Main Street, Cooperstown, New York on January 23, 2017 at 6:30 p.m. Members in attendance were Mayor Jeff Katz, Trustees Ellen Tillapaugh, Cynthia Falk, Bruce Maxson, Lou Allstadt, and Richard Sternberg. Trustee James Dean was absent. Also in attendance were Village Treasurer Derek Bloomfield, Zoning Enforcement Officer Jane Gentile, Village Attorney Martin Tillapaugh and Village Administrator – Teri Barown. There were five (5) members of the public present.

Mayor Katz called the meeting to order at 6:30 p.m. and led the pledge of allegiance.

**Public Comment** – There was no public comment.

**Minutes** – Ms. Tillapaugh made a motion to accept the minutes of the following meetings with corrections as submitted to Ms. Barown: December 22, 2016 and January 12, 2017 meetings. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

**Zoning Official's Report** – A copy of the Zoning Officer's report was provided in the Trustee packets.

Ms. Gentile provided a list of Village approved tourist accommodations for 2017. It was recommended by the Trustees to include the list in Village Voices, post on the website and provide to the press.

Mayor Katz appointed Roger MacMillan and Brian Alexander to additional 3 year terms as members of the Historic Preservation and Architectural Review Board, effective January 1, 2017. Dr. Sternberg made a motion to ratify the appointments as made by Mayor Katz. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Mayor Katz appointed Fred Schneider as an alternate member to the Planning Board. Ms. Tillapaugh made a motion to ratify the appointment as made by Mayor Katz. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Ms. Tillapaugh made a motion to accept the Zoning Official's Report as presented. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

## Permits:

Ms. Tillapaugh made a motion to approve the permit application by CCS for the 5K Color/Run Walk contingent upon clarification of the route with the Cooperstown Police Department for June 17, 2017. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Ms. Tillapaugh made a motion to approve the permit application of the Clark Sports Center for the Bob Smullens Run on January 28, 2017 as submitted. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Dr. Sternberg made a motion to approve the permit application of the Library for use of the Village meeting room for family films on February 18, March 25 and May 27 as submitted. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

**Police Committee** – A copy of the January committee minutes was provided in the Trustee packets.

Mayor Katz stated that in response to comments in the minutes from Mr. Horrigan, he wanted to clarify that he did not say that the Board of Trustees can make the final decision on parking tickets issued.

Ms. Tillapaugh stated that Mr. Horrigan was advised, as outlined in the minutes, that the Trustees want uniform enforcement of parking violations.

She noted that due to concerns raised over cars not stopping for pedestrians at the intersection of Chestnut Street and Walnut Street, the department has been requested to watch this intersection for violations.

Ms. Tillapaugh made a motion to accept the Police Committee report as presented. Mr. Maxson seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

**Doubleday Field Committee** – A copy of the January minutes was provided in the Trustee packets.

Mr. Maxson stated that the committee did recommend having movies at Doubleday Field this summer and that Mr. Hasak did express concerns over allowing individuals to sit on the field for the movies. He stated that if this was approved, he would need additional staffing for the movies to ensure the field was not damaged.

Mr. Allstadt made a motion to accept the Doubleday Field Committee report as presented. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

**Streets Committee** – A copy of the January committee minutes was provided in the Trustee packets.

Dr. Falk noted discussion on potential RV parking in the Red lot. She noted this discussion will continue at next month's meeting.

Dr. Falk made a motion to authorize having the trolley brochure being included as part of the Chamber of Commerce Area Guide at a cost of \$1500, no increase from last year's rate. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Dr. Falk stated that biweekly conference calls have been set up with the Village, DOT, and Barton & Loguidice to track progress of the project. She stated that to move the cultural resources approval along, the Pioneer Street Reconstruction has been removed from the project as well as permeable pavers. She also noted that small decisions regarding type of benches, bike racks and the like will need to be made between board meetings and a couple of members should be agreed upon to make this type of decision. At this time the point people for these decisions will be Dr. Falk and Ms. Tillapaugh.

Dr. Falk stated that there have been some issues with the street lighting in that LED bulbs have attracted bugs, which now need to be vacuumed out.

Dr. Falk stated that the new tariffs instituted by NYSEG on LED's is making it difficult to move to LED's. Mr. Allstadt will be drafting a letter to the Public Service Commission.

Dr. Falk reported that we did not get the grant for storm water repair at Grove Street and Willow Brook.

Dr. Falk made a motion to authorize the Village applying for grant funding for tree maintenance. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Ms. Tillapaugh made a motion to accept the Streets Committee report as presented. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

**Buildings Committee** – A copy of the January committee report was provided in the Trustee packets.

Mr. Allstadt stated that he, Dr. Falk, Mayor Katz and Ms. Barown had a conference call with Empire State Development regarding the \$120,000 grant, of which the Village match is 80%. He stated that the agency seems fairly flexible in working through this project over a few years.

He noted that the proposal from Constellation regarding installation of LED fixtures can be completed in-house at a much reduced cost.

He stated that the state is again changing the regulations on solar projects and at this point the grandfather designation still holds.

Dr. Sternberg made a motion to accept the Buildings Committee report as presented. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

**Treasurer's Report** – A copy of the Treasurer's Report was provided in the Trustee packets. Mr. Bloomfield was asked by Mayor Katz to provide an update of transfers from contingency.

## **Finance and Personnel Committee:**

## Finance:

Trustees reviewed the LOSAP – RBC Wealth Management statement for December, including the 2017-18 contribution invoice.

Trustees reviewed the sales tax revenue update through October 2016.

Ms. Tillapaugh made a motion to authorize payment of the workers' compensation invoice from Otsego County in the amount of \$62,197 (decrease over 2016). Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

## **Buildings**:

Ms. Tillapaugh made a motion to transfer \$4300 to A1620-480 Buildings Repair from A1990-470 Contingency for plastering ceiling at 22 Main. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Ms. Tillapaugh made a motion to transfer \$6567 to A1620-480 Buildings Repair from A1990-470 Contingency for boiler repair at 22 Main. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

#### Streets:

Ms. Tillapaugh made a motion to declare a sander as surplus equipment and provide to Otsego County for repair and shared services use with the Village. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

## Doubleday:

Ms. Tillapaugh made a motion to authorize purchase of a non-budgeted item – lights and light kit for tractor out of A7140-480 at a cost of \$594. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

## Personnel:

Ms. Tillapaugh made a motion to approve the training request of Dennis Elliott to attend SENYWWC training on January 25, 2017. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Trustees reviewed the overtime report for payrolls 79 and 80 and hours of leave report for December.

Ms. Tillapaugh made a motion to approve the following abstracts and transfers:

Treasurer's report Feb 23, 2017

## **Abstracts:**

General	31,869 34,025 54,580 88,618	PR #81 PR #82 Non-payroll expenses paid Non-payroll expenses
Water	7,111 8,471	PR #81 PR #82
	8,163	Non-payroll expenses paid
	10,414	Non-payroll expenses
Sewer	6,435	PR #81
	7,155	PR #82
	5,764	Non-payroll expenses paid
	8,903	Non-payroll expenses
Trolley	17,270	E - Non-payroll expenses paid
	17,312	E - Non-payroll expenses
	0	ET - Non-payroll expenses paid
	0	ET - Non-payroll expenses
,		

## **Transfers:**

A-5142-410 Snow Removal Materials &

Supplies 3,000 Transfer out A-5142-490 Snow Removal Vehicle Expense 3,000 Transfer in

Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg Motion carried.

**Public Hearings** – Mayor Katz opened the following public hearings at 7:02 p.m. and Ms. Barown read the public hearing notice:

Proposed Local Law No. 1 of 2017, to amend Section 270-13 D. the parking of vehicles for a period longer than four hours, seven days a week, between the hours of 9:00 a.m. and 6:00 p.m. is hereby prohibited in any of the following locations: Chestnut Street, East side, between Main Street and Lake Street and Main Street, both sides, between Chestnut Street and Pine Boulevard (Current time limit in both areas is two hours)

Proposed Local Law #2 of 2017 to amend Chapter 270 Vehicles and Traffic – Article IV Paid Parking – to provide regulations for four hour parking areas for on-street paid parking and downtown paid parking permits

Proposed Local Law #3 of 2017 to amend Section 240-2 Parking prohibited in snow emergencies to remove specific amount of precipitation in law language and designated individuals who may declare snow or other emergencies and the cessation of emergency conditions

Mayor Katz read the guidelines for public comments.

Brian Wrubleski, 151 Dobbs Hill Road and owner of Mels at 22 Chestnut, stated that the change to 4 hour parking as proposed will be a detriment to his business and feel it only targets the businesses on his end of town. He stated his turnover is 1&1/2 hours and feels the change to 4 hour parking will drive people out of town.

Dr. Falk stated the reason behind placing the 4 hour in this particular location was to address complaints made that people need longer to park and as this location is the furthest away from the Hall of Fame the location seemed to make sense. She noted that the Trustees also took into consideration revenue received from parking meters in making the decision and the meters in this location performed low.

Mr. Wrubleski stated if there are a small number of complaints why change.

Adam Yastremski, 75 Main Street and South Avenue, stated that he feels all machines should have options to go to 8 hours. He said he hears that complaint all day. He said that he is in favor of the change to 4 hours in the locations noted.

There was no further public comment, Mayor Katz stated he would leave the public hearings open for a bit and proceed with the agenda.

# **Finance and Personnel Committee (cont)**

# Administrator's Report:

Ms. Tillapaugh made a motion to approve the probationary appoint of Zach Crippen to the position of Laborer at a pay rate of \$12.00 per hour, effective January 24, 2017 through January 23, 2018. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Sternberg, Allstadt

Motion carried.

Trustees reviewed the conference report provided by Officer Thornhill regarding the Animal Cruelty workshop she and other officers attended with copies of State Ag and Market Laws attached for reference. Discussion was held regarding passing local legislation to offset costs borne by the Susquehanna SPCA in the event they need to seize neglected animals in the Village. Dr. Sternberg recommended the legislation include charging back to the owners the expenses incurred by the Village. Mr. Tillapaugh will work on a draft.

Ms. Tillapaugh made a motion to adopt the following policies as recommended by NYMIR:

- a. Sexual Harassment Policy add Filing a False Statement clause
- b. Vehicle Use Policy new policy
- c. Municipal Ban on Weapons in the Workplace new employee policy
- d. Motion for No Weapons in Building signage to be placed at entrances
- e. Fleet Policy new employee policy

Dr. Falk seconded the motion and discussion occurred regarding clarification on the Sexual Harassment Policy and Municipal Ban on Weapons in the Workplace. Ms. Barown will follow up with NYMIR and any additional changes will be presented at next month's meeting.

A vote on the motion had the following results:

AYES: Tillapaugh, Falk, Maxson, Sternberg, Allstadt

Motion carried.

Ms. Tillapaugh made a motion to post signage at the entrances to Village Hall, 22 Main Street and at the parks that no weapons are allowed to be brought in the buildings or parks by the public. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Sternberg, Allstadt

Motion carried.

**Public Hearings (cont)** - Mayor Katz closed the public hearings at 7:22 p.m. and Trustees discussed them.

Mr. Maxson stated he believes that Mr. Wrubleski brings up a good point that the parking extension is limited to that end of town and Mr. Maxson is not sure we need this much 4 hour parking.

Mr. Allstadt agreed that he was not sure that we needed this much 4 hour parking.

Dr. Sternberg stated he has been against the extension of the time limit since talking to other businesses. He said he doesn't feel we should make all day parking around Main Street.

Dr. Falk stated she thinks this will create increased confusion with parking regulations.

Ms. Tillapaugh stated since the inception of paid parking the Trustees have tried to make only one change during any particular season and made this in response to comments received that there is need for longer periods that two hours. She said she concurs that the confusion factor outweighs the concerns.

Mayor Katz stated that Chestnut Street from Main Street to Lake Street was free all day parking prior to placing meters in this location and it seemed far enough from the Hall of Fame to be the place to look at the increased time.

Dr. Falk stated that she has looked into the possibility of individuals paying for parking from the meters by phone, but our current handhelds used by the Police Department are not compatible for this use.

Mayor Katz made a motion to adopt Local Law No. 1 of 2017, to amend Section 270-13 D. the parking of vehicles for a period longer than four hours, seven days a week, between the hours of 9:00 a.m. and 6:00 p.m. is hereby prohibited in any of the following locations: Chestnut Street, East side, between Main Street and Lake Street and Main Street, both sides, between Chestnut Street and Pine Boulevard (Current time limit in both areas is two hours). The motion failed for lack of a second.

Mayor Katz made a motion to adopt Local Law #2 of 2017 to amend Chapter 270 Vehicles and Traffic – Article IV Paid Parking – to provide regulations for four hour parking areas for on-street paid parking and downtown paid parking permits. The motion failed for lack of a second.

Dr. Falk made a motion to adopt Local Law #3 of 2017 (to be renumbered Local Law No. 1 of 2017) to amend Section 240-2 Parking prohibited in snow emergencies to remove specific amount of precipitation in law language and designated individuals who may declare snow or other emergencies and the cessation of emergency conditions. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Tim Hayes introduced Dr. William Crankshaw, new Superintendent of Schools for Cooperstown Central School to the Board of Trustees.

**Economic Development** – A copy of the January committee minutes was provided in the Trustee packets.

Dr. Falk made a motion to approve vending in the business district on Wednesday evening 5-9, Memorial Day to Labor Day. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Dr. Falk made a motion to approve Music in Pioneer Park in conjunction with the Chamber of Commerce as was conducted last season. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Dr. Falk stated that she has looked into licensing and renting of the Clark Sports Center screen for movies at Doubleday Field and Ms. Barown is working on submission of a Community Events Grant through Otsego County for funding of the movies.

Discussion was held on Marketing and Branding of the Village and the potential of bringing in a consultant. It was suggested to discuss with Deb Taylor.

Mr. Hazzard noted that Randy Smith of Spurbecks Grocery is looking into branding for the Railroad Avenue district.

Ms. Tillapaugh made a motion to accept the Economic Development and Sustainability Committee report as presented. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Parks Board – A copy of the January board minutes was provided in the Trustee packets.

Ms. Tillapaugh noted that this past Friday there was a Think Rink meeting. There is a good amount of frustration over the recent weather after a very good start to the skating season. She said the group came to agreement on a number of items.

Ms. Tillapaugh made a motion to approve the following canoe/kayak rack rates and boat slip rates for the 2017 season:

Canoe/Kayak Village Residents/Employees Non-Residents
Lake Front Park \$75.00 \$150.00
Fairy Spring/3Mile \$50.00 \$75.00

Boat Slips Village Residents/Employees Non-Residents

Slips 9'x16' \$500 \$1000 Slips 1E7-1E23 \$425 \$850 Slips 1E24 and 24A \$75 \$150

Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg Motion carried.

Ms. Tillapaugh made a motion to set a public hearing on February 27, 2017 at 7:00 p.m. or as soon thereafter as can be heard to amend Section 270-13 - the parking of vehicles is prohibited for a period longer that two hours on Fish Road, between the hours of 9 a.m. and 6 p.m. from the Saturday of Memorial Day Weekend through the Monday of Columbus Day except for vehicles displaying either a boat launch inspection receipt, dated and timed within 24 hours or a season rental receipt for those renting a boat slip or a canoe/kayak rack space. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Ms. Tillapaugh made a motion to accept the Parks Board report as presented. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

**Water and Sewer Board** – A copy of the January board minutes was provided in the Trustee packets.

Mr. Allstadt stated that a conference call was held with Delaware Engineering regarding the potential of including solar panels at the plant to power the building as part of the upgrade project. Delaware felt that this was not part of the grant. Delaware Engineering agreed to investigate using solar hot water panels in the sludge heating system.

Mayor Katz made a motion to accept the Water and Sewer Board report as presented. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

#### **New Business:**

Mayor Katz made a motion to adopt the following resolution:

VILLAGE OF COOPERSTOWN
RESOLUTION
APPOINTMENT OF ELECTION INSPECTORS
March 21, 2017
VILLAGE ELECTION

WHEREAS, it is necessary for the Board of Trustees to appoint election inspectors for the Village Election to be held on March 21, 2017 between the hours of 12:00 noon and 9:00 p.m. in the Village Fire Hall, 24 Chestnut Street, Cooperstown, New York; and

WHEREAS, it is also necessary to appoint one of the Inspectors to act as Chairperson for the Village Election; and

WHEREAS, it is also necessary to establish the compensation to be received by the inspectors, be it therefore

RESOLVED, that the following individuals be appointed as election inspectors for the Village Election on March 21, 2017:

DEMOCRAT REPUBLICAN
Tom Heitz Tom Lyon
Ed Gwilt Nancy Morton

**ALTERNATES** 

DEMOCRAT REPUBLICAN
John Davis Leslie Rathbun
Karen Streck Jo Ann Dow
Janet Rigby Claire Kepner

be it further

RESOLVED, that Tom Lyon be appointed as Chairperson for the Election Inspectors, be it further

RESOLVED, that the hours that the election inspectors shall be on duty on March 21, 2017 are 11:00 a.m. to 10:00 p.m., be it further

RESOLVED, that the election inspectors who work at the Village Election on March 21, 2017 will be compensated at a rate of \$10.00 per hour, per inspector.

RESOLVED, that any assignment for one of the four positions of election inspector due to a last minute emergency on the part of the inspector be filled by the Village Clerk/Administrator with the list provided from Otsego County Board of Elections.

Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

**Arts and Craft Fair** - Mr. Hazzard stated that the Chamber is not interested in holding the Arts and Craft Show any weekend other than Labor Day weekend and is currently discussing use of County property with them.

Mayor Katz made a motion to adjourn to executive session at 8:05 p.m. to discuss the work history of particular individuals. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Mayor Katz made a motion to return to regular session at 8:29 p.m. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Dr. Sternberg made a motion to set a public hearing for 7:00 p.m. or as soon thereafter as can be heard on February 27, 2017 to amend the Village Charter to eliminate the requirement that the Village Administrator move into the Village within 6 months of appointment. Mr. Maxson seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Dr. Sternberg made a motion to adjourn the meeting at 8:31 p.m. Mr. Maxson seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Maxson, Allstadt, Sternberg

Motion carried.

Respectfully submitted,

Teri L. Barown, RMC Village Administrator, Village of Cooperstown