

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 August 28, 2017 at 6:30 p.m. Members in attendance were Mayor Jeff Katz, Trustees Ellen Tillapaugh, Cynthia Falk, James Dean, Bruce Maxson, Lou Allstadt and Richard Sternberg. Also in attendance were Village Treasurer Debra Guerin, Village Attorney Martin Tillapaugh (arrived 7:00 p.m.), Public Works Superintendent Mitchell Hotaling and Village Administrator – Teri Barown. There were two (2) 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 July 24, 2017 meeting with corrections as submitted. Dr. Falk seconded the motion and a vote had the following results:

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

Zoning Official Report – A copy of the Zoning Official Report was provided in the Trustee packets.

Dr. Falk noted that the Historic Preservation and Architectural Review Board would like to present preservation awards and request that the Trustees provide the frames and refreshments for the reception.

Permits:

Ms. Tillapaugh made a motion to approve the permit application for the fireworks display from Fairy Spring on September 28, 2017 with notification to the Fire Department. Mr. Allstadt seconded the motion and a vote had the following results:

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

Dr. Sternberg made a motion to approve the permit application for use of the ballroom by Otsego 2000 for the Glimmerglass Film Days on November 10 and 11, 2017. Dr. Falk seconded the motion and a vote had the following results:

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

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

Fire Committee – A copy of the August committee minutes was provided in the Trustee packets.

Mayor Katz asked Ms. Barown to remind the Police Chief that the Village is not authorizing acceptance of surplus military gear for the Village.

Ms. Tillapaugh made a motion to accept the Police and Fire Committee reports as presented. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Maxson, Allstadt, Sternberg

Motion carried.

Doubleday Field Committee – A copy of the August committee report was provided in the Trustee packets.

Mr. Maxson stated that much discussion occurred at the committee meeting regarding replacement of the scoreboard, which is not in the department budget for replacement. Due to the inability to obtain replacement parts, it is felt that this should be replaced before next year's Hall of Fame Classic game.

Mayor Katz stated that rather than accept a proposal for replacement at this time, he inquired if the Trustees would be agreeable to him investigating possible corporate sponsors for Vintage logos. Dr. Falk stated she would not like to see the Village and others invest in this equipment in the event a larger project may be pending.

Consensus of the Trustees was that Mayor Katz conducts some investigation into the potential for a corporate sponsor.

Mr. Maxson stated that there was some discussion at committee regarding the timing of the Bud Fowler tournament, but that this is a school sponsored event and scheduling is ultimately in their control.

Dr. Falk made a motion to accept the Doubleday Field Committee report as presented. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Maxson, Allstadt, Sternberg

Motion carried.

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

Dr. Falk noted that parking revenue was up \$6,324.00 from the same time last year.

She stated that the committee discussed a parking space in dispute on Fair Street as to whether or not it is a legal parking space. Mr. Hotaling is looking into the situation.

Dr. Falk made a motion to authorize the Mayor to sign the parking lot sublease agreement for the yellow lot with a change of "southerly" to "northerly" in Exhibit A and contingent upon Village Attorney's recommendation to sign. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Maxson, Allstadt, Sternberg

Motion carried.

Dr. Falk made a motion to set a public hearing for the September 25, 2017 Trustee meeting at 7:00 p.m. or as soon thereafter as can be heard to eliminate parking on the east side of Chestnut Street from the north entrance to the Bank of Cooperstown parking lot heading north 15 feet beyond the fire hydrant. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Maxson, Allstadt, Sternberg

Motion carried.

Dr. Falk noted Tree Committee will be conducting their annual drive around on Wednesday for tree cutting, trimming and planting recommendations.

Dr. Falk stated she would like to volunteer the services of her students to continue work on the ADA transition plan. Mr. Allstadt made a motion to approve the CGP students working on a draft ADA transition plan. Mr. Maxson seconded the motion and a vote had the following results:

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

Dr. Falk stated that the public information session regarding the Pioneer Street reconstruction project was held last week that there were some concerns expressed from business owners, particularly regarding parking. Dr. Falk noted that measures put in place are to issue dated parking passes for parking on Fish Road and establish a couple of temporary 15 minute spaces on Main Street in front of Pioneer Park. She noted that the Village will monitor the temporary measures to determine if they appear adequate.

Mayor Katz stated that the recommendation made by businesses to suspend paid parking is absurd. He said he can't think of any organization in the Village taking on a capital project without it being tied to revenue.

Dr. Falk stated Mr. Hotaling is updating the five year plan for street improvement.

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

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

Buildings Committee – A copy of the August committee minutes was provided in the Trustee packets.

Mr. Allstadt provided background on work to be conducted in the ballroom and stated it started with interest from the Library and has grown to include audio visual capabilities for lectures and the Glimmerglass Film Festival. He stated that donations of \$10,000 each will be provided by Friends of the Village Library and Friends of 22 Main Street for the project.

He stated some costs beyond the donation will involve installation of track lightings with the Village covering the ballroom costs and Cooperstown Art Association being asked to cover the cost of lighting under the skylight.

He noted that the boiler replacement is coming along.

Ms. Tillapaugh made a motion to accept the Buildings Committee report as presented. Dr. Falk seconded the motion and a vote had the following results:

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

Treasurer's Report – A copy of the Treasurer's Report was provided in the Trustee packets.

Finance and Personnel Committee:

Finance:

Trustees reviewed the July 2017 RBC Wealth Management Statement and RBC Portfolio review ending June 2017.

Ms. Tillapaugh made a motion to authorize payment of the minimum contribution due for the LOSAP program for 2017 of \$78,897. Dr. Sternberg made a motion to second the motion and a vote had the following results:

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

Ms. Tillapaugh made a motion to authorize payment of the Penflex Invoice for base fee, audit package preparation, per participant account fee and benefit calculation fee in a total amount of \$5,127.00. Dr. Sternberg seconded the motion and a vote had the following results:

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

Trustees reviewed the June 2017 sales tax report.

Ms. Tillapaugh made a motion to approve the NYS Local Retirement 2018 pre-payment estimate of \$115,736. Dr. Sternberg seconded the motion and a vote had the following results:

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

Ms. Tillapaugh made a motion to approve the NYS Police Retirement 2018 pre-payment estimate of \$35,392. Mr. Allstadt seconded the motion and a vote had the following results:

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

Ms. Tillapaugh made a motion to authorize Mostert, Manzanero & Scott, LLP to conduct the audit of the 2016-17 fiscal year in the amount of \$9800 and prepare and file the AUD in \$1200 within the timeframe required to file the AUD with the State Comptroller. Mr. Allstadt seconded the motion and a vote had the following results:

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

Streets:

Ms. Tillapaugh made a motion to authorize the transfer from Street Improvement Reserve to Street Permanent Improvement A5112-440 of \$425,695, subject to permissive referendum for the Pioneer Street Reconstruction Project – street portion of the project. Mr. Allstadt seconded the motion and a vote had the following results:

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

Ms. Tillapaugh made a motion to authorize the transfer from A9901-900 to A5112-440 of \$200,000 for the Pioneer Street Reconstruction Project – street portion of the project. Mr. Allstadt seconded the motion and a vote had the following results:

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

Trolley:

Ms. Tillapaugh made a motion to authorize the transfer of \$2,472.00 from E5630.450 to E5630.200 for the Village's local share of the trolley shelter purchase for the red and yellow lots. Dr. Sternberg seconded the motion and a vote had the following results:

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

Water:

Ms. Tillapaugh made a motion to authorize the pig launch repair by Koester Associates in the amount of \$25,799 and for materials to be purchased from EJ Prescott in the amount of \$5,564.32. Mr. Allstadt seconded the motion and a vote had the following results:

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

Fire Department:

Ms. Tillapaugh made a motion to authorize a transfer of \$2,196.46 from A5112-440 to A3410.481 for payment of the Fire Department Apron as contained in the purchase order drawn for Cobleskill Stone. Dr. Falk seconded the motion and a vote had the following results:

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

Mr. Allstadt made a motion to transfer the Chevy Tahoe police vehicle to the Fire Department at no cost. Dr. Sternberg seconded the motion and a vote had the following results:

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

Personnel:

Discussion was held regarding the conference fee for Officer Kelman and Officer Lansing to attend the Col. Williams Homicide Seminar in Albany at a cost of \$950.00 per participant. The conference was noted to contain no fee at the Police Committee. Following discussion, Ms. Tillapaugh made a motion to authorize attendance of one officer at the school. Dr. Falk seconded the motion and a vote had the following results:

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

Ms. Tillapaugh made a motion to authorize the following conference and training requests:

- a. Mitch Hotaling – NYCOM Public Works Training School – Lake George, NY – October 16-18, 2017

- b. Teri Barown – Excelling as a Highly Effective Team Leader – November 8 & 9, 2017, Albany, NY

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

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

Trustees reviewed the overtime report for payrolls 94 and 95 and the hours of leave report for July 2017 and August 2017 through payroll 95.

Abstracts and Transfers:

Ms. Tillapaugh made a motion to approve the abstracts and transfer as filed with the original minutes. Mr. Allstadt seconded the motion and a vote had the following results:

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

Administrator’s Report:

- 1. Ms. Tillapaugh made a motion to approve the following employee status change forms: E. Latic –Police Officer (PT), effective August 24, 2017 at \$17.50 per hour; B. Seaver – seasonal lifeguard, effective August 26, 2017 at \$12.25 per hour and J. Kelley – seasonal lifeguard, effective August 17, 2017 at \$12.25 per hour. Dr. Falk seconded the motion and a vote had the following results:

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

Ms. Tillapaugh made a motion to advertise for a seasonal parking enforcement officer through Columbus Day. Mr. Maxson seconded the motion and a vote had the following results:

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

Watershed Supervisory Committee – A copy of the August committee report was provided in the Trustee packets.

Economic Development and Sustainability Committee – A copy of the August committee report was provided in the Trustee packets.

Dr. Falk reviewed the recommendations from the committee regarding the Cooperstown Chamber’s request for the Cooptoberfest event to be held on October 7. She noted that the location of the Cooperstown on Tap event has been moved to a portion of Doubleday Field parking lot.

Ms. Tillapaugh made a motion to approve the Cooptoberfest event based on the map provided from the Chamber with the 13 feet fire lane required and the stipulations as noted in the minutes of the August committee meeting. Mr. Allstadt seconded the motion and a vote had the following results:

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

Dr. Falk reported that the movie at Doubleday had a small crowd on a chilly night. Discussion was held regarding the potential to show future movies in Pioneer Park or the ballroom.

Dr. Falk stated that the committee spent a considerable amount of time reviewing the matrix for the Comprehensive Plan.

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, Dean, Maxson, Allstadt, Sternberg Motion carried.

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

Ms. Tillapaugh made a motion to increase the bench donation to \$330 to cover the costs incurred by the Village. Mr. Allstadt seconded the motion and a vote had the following results:

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

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

Dr. Sternberg made a motion to accept the report as submitted. Dr. Falk seconded the motion and a vote had the following results:

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

New Business:

Dr. Sternberg made a motion to accept the donation of \$10,000 from Friends of the Village Library and \$10,000 donation from Friends of 22 Main Street for the arts and education center, purchase of AV equipment, screen, and seating in the ballroom of 22 Main Street and installation costs.

Mr. Tillapaugh stated that he would review the sublease agreement for the Yellow lot, but it should not be signed until the lease agreements for the red and yellow lot are signed by the Village.

Mayor Katz made a motion to adjourn to executive session at 7:40 p.m. for contract negotiations and the work history of a particular individual. Dr. Falk seconded the motion and a vote had the following results:

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

Mayor Katz made a motion to return to regular session at 8:25 p.m. Dr. Falk seconded the motion and a vote had the following results:

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

Mayor Katz made a motion to transfer the Doubleday Field Project to prepare a master redevelopment plan for historic Doubleday Field from Otsego NOW to the Village of Cooperstown pursuant to the Request for Funding, Scope and Proposed Budget Document that is on file with the original minutes. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

Dr. Sternberg made a motion to adjourn the meeting at 8:26 p.m. Mr. Maxson seconded the motion and a vote had the following results:

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

Respectfully submitted,

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