October 23, 2017

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 October 23, 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, Zoning Enforcement Officer Jane Gentile, and Village Administrator – Teri Barown. There were twelve (12) 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 – William Rigby, 73 Elm Street, stated he is attending regarding NY Pizzeria's exhaust fan and that he has been asking for something to be done about since Labor Day. He noted that promises have been made to make it quieter and nothing is happening. He stated it is also bothering Amy Stack, Mr. and Mrs. Lambert and Mr. and Mrs Badgely. He stated is not going to let go of this and hopes for a solution soon.

Minutes – Ms. Tillapaugh made a motion to accept the minutes of the September 25, 2017 meeting with corrections as submitted. Mr. Allstadt seconded the motion and a vote had the following results:

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

Zoning Official's Report – A copy of the Zoning Official's Report was provided in the Trustee packets and reviewed by Mrs. Gentile.

Mrs. Gentile noted that she has been working with Mr. Vezza of NY Pizzeria regarding a couple of possible solutions and noted that he is not in violation of the noise ordinance.

She inquired as Tourist Accommodation renewals have to be returned by November 1, as to how to handle late submissions. Mayor Katz stated that it is crucial to stress the deadline and that if a new law is in place and they haven't submitted renewals they will be subject to the new law as adopted. Mrs. Gentile was requested to reach out to those who have yet to submit and advise that there is a hard deadline due to the moratorium.

Discussion was held regarding a metal pipe rail fence submitted by CVS to run along the Beaver Street sidewalk adjacent to the parking lot due to a drop from the sidewalk to the parking lot. Following discussion Mayor Katz made a motion to allow a fence of some design, with design to be approved by HPARB. Mr. Allstadt seconded the motion and a vote had the following results:

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

Mayor Katz recommended HPARB call a special meeting as soon as possible to decide on the fence design.

Ms. Tillapaugh made a motion to accept the Zoning Officials Report as presented. Dr. Sternberg 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 appoint Fred Schneider as a member of Planning Board as Paul Kuhn did not wish reappointment. Ms. Tillapaugh made a motion to ratify the appointment made by Mayor Katz. Dr. Sternberg seconded the motion and a vote had the following results:

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

Motion carried.

Permits:

Ms. Tillapaugh made a motion to approve the permit application from the 4C's for the Santa Parade on November 24, 2017. 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 approve the permit applications for firework displays on November 18 and December 2, 2017. 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 permit application of Catskill Area Hospice for the Cooperstown Tree of Life and reception as submitted. 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 approve the permit application of the Cooperstown Lions Club for the Cooperstown Winter Carnival as submitted. Dr. Sternberg 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 accept the permit application for "Save the Date" only for Cooptoberfest 2018 on October 6, 2018 with details to go through Economic Development and Sustainability Committee for review and recommendation. Dr. Sternberg 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 October committee minutes was provided in the Trustee packets.

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

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

Motion carried.

Doubleday Committee – A copy of the October committee minutes was provided in the Trustee packets.

Ms. Tillapaugh made a motion to accept the Doubleday Field Committee report as submitted. Mr. Allstadt 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 October committee minutes was provided in the Trustee packets.

Dr. Falk stated that ridership figures show a large decrease in trolley ridership figures this season. Potential causes could be lower Induction figures, wet weather, new management and an increase in paid parking revenue.

Dr. Falk reported that the Village has received a grant to install EV Chargers and the committee is investigating how to install without incurring demand charges from NYSEG.

Dr. Falk stated that the committee discussed the possibility of going to 4 hour parking in the paid parking hour off-season. Following discussion, no action was taken.

Dr. Falk noted that the Village is also a recipient of a tree inventory management grant from DEC in the amount of \$13,000 with no local match.

Dr. Falk stated she, Ms. Barown, Mr. Hotaling, and Chief Covert participated in a live webinar about an alert notification system. It was noted City of Oneonta is currently utilizing this system and the system will be investigated further with the potential for adding to next year's budget.

Dr. Falk stated that sewer and water work is mostly completed in the Pioneer Street Infrastructure Project. Curbing will begin next followed by a base coat for the winter with wrap up to be expected the beginning of December with the crew returning in the spring to finish the project.

Dr. Falk made a motion to accept a \$5,000 donation from Jim Florczak for the replacement of the flagpole at the intersection of Main and Pioneer Streets with sincere gratitude. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

Dr. Falk stated that the TEP project has received approval to proceed to the right of way acquisition and final design phase and stated that DOT requires an additional public information meeting as this state. A meeting has been scheduled for November 30 at the fire hall with an open house from 6-7 pm to view plans and 7 p.m. for a brief presentation. Comment sheets will be accepted through December 15.

The Transition Plan presentation by the CGP Students will now be held on December 4th at 7 pm in the ballroom.

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, Dean, Maxson, Allstadt, Sternberg Motion

Motion carried.

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

Mr. Allstadt noted that the 10 year lease between the Village and Cooperstown Art Association has now been signed.

He stated that the lighting and AV installation is now complete in the ballroom and noted curtains are done and chairs have been delivered.

Mr. Allstadt stated that the architects are moving forward with specifications for the 22 Main Street projects.

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.

Ms. Guerin provided additional transfers that will be reviewed under the Finance report.

Finance and Personnel Committee

Finance:

Trustees review the September 2017 RBC Wealth Management statement and the portfolio review for the period ending September 2017.

Mayor Katz made a motion to approve the Penflex Service Fee Agreement including preparation of the Finance Disclosures for the NYS LOSAP audit package aqnd GASB 73 package. Mr. Allstadt seconded the motion and a vote had the following results:

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

Trustees reviewed the sales tax report.

Mayor Katz made a motion to approve the Edmunds and Associates software maintenance invoice for 2018, with half to be paid out of 2017-18 budget and the remainder from the 2018-19 budget according to the established schedule. Ms. Tillapaugh 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 authorize renewal of the retiree health plan with CD-PHP with a 3% premium increase for 2018. 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 authorize the Treasurer to apply to Community Bank for credit cards for use by Departments \$3,000 credit limit each (Administrator, DPW, Treasurer). Mr. Allstadt seconded the motion and a vote had the following results:

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

Donations:

Mr. Maxson made a motion to accept the donation from Friends of the Park in the amount of \$5,000 towards repair of the retaining wall. Dr. Falk seconded the motion. It was noted that \$5,000 is still outstanding from the Friends. A vote on the motion had the following results:

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

Doubleday:

Mr. Maxson made a motion to accept the Otsego County IDA contribution in the amount of \$15,250 and budget modification by increasing A2705 (General Fund Revenue) and A7140-440 (General Fund Appropriations – Doubleday Field Contract – Professional Services. 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 accept the proposal of Lilypad EV, LLC for the purchase of a EV charging station pursuant to their proposal with 80% covered by grant monies and a 20% local share. Dr. Falk seconded the motion and a vote had the following results:

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

Buildings:

Mr. Allstadt made a motion to authorize the proposal submitted by A. Treffeisen & Son to repair leaks found in a pipe while installing the boiler, at a cost not to exceed \$3,849. 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 authorize the service agreement renewal with Postler & Jaeckle Group for boiler maintenance – 22 Main Street at a cost of \$3,000. 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 adopt the proposed fee schedule for events held in the ballroom of 22 Main Street with the addition on an \$150 refundable clean up fee. (copy of schedule on file with original minutes) 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 approve the Kaps Krew Invoice for electrical wiring for the AV/Lighting project in the ballroom at a cost of \$4,064.40. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

Mr. Allstadt made a motion going to bid for the library window project and gutter project. Dr. Falk seconded the motion and a vote had the following results:

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

Streets/Water/Sewer

Mayor Katz made a motion to approve payment to G. DeVincentis & Son Construction for the Pioneer Street Reconstruction Project – Pay Application No. 1 in the total amount of \$202,378.50. Dr. Sternberg seconded the motion and a vote had the following results:

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

Streets:

Dr. Falk made a motion to purchase a new flag pole in an amount not to exceed \$5,000. Mr. Allstadt seconded the motion and a vote had the following results:

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

Parks:

Ms. Tillapaugh made a motion to authorize going to bid for the replacement of Dock No. 1 at Lake Front Park. Mr. Allstadt 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 authorize the transfer of \$2840.157 from A 5112-440 to A7110-460 parks paving and sealing. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Maxson, Allstadt, Stern berg Motion carried.

Personnel:

Mayor Katz made a motion to authorize the training and conference requests as follows:

- a. Seminar for Local Officials NYS Comptroller's Office Training Cynthia Miller December 13, 2017 Troy, NY
- b. Building your EMS Leadership Skills J. Alessi, S. Clancy, R. Satriano November 18, 2017 Speculator, NY
- c. NYS Sports Turf Association Nov. 15 -17, 2017 Rochester, NY

Ms. Tillapaugh 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 payroll 98 and September 2017 hours of leave report through payroll 97.

Dr. Falk made a motion to approve the abstracts and transfers as contained on file 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

Ms. Barown stated that she, Mr. Hotaling and Chief Covert will attend the Induction Planning Meeting for the 2018 Induction on October 25 at State Police Headquarters in Oneotna.

She stated that she attend a training session on Natural Disaster Awareness for Community Leaders on October 18, sponsored by NYS Homeland Security and Emergency Services.

She noted that she has been working with NYS Rural Water, DEC and Otsego County Personnel to revise the job description for the WWTP Operator Trainee to meet current standards and obtain approval from the County to advertise.

Dr. Sternberg made a motion to accept the Administrator's Report as presented. Mr. Allstadt seconded the motion and a vote had the following results:

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

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

Dr. Falk stated that new crosswalk signage at West Beaver Street as put in place by CVS is a work in progress and some adjustments are needed.

She noted the following events to bring people downtown: Cooperstown Eats (November 8-14), Small Business Saturday and Winter Carnival.

Ms. Tillapaugh made a motion to accept the 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 October minutes was provided in the Trustee packets.

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

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

Motion carried.

New Business:

Mayor Katz noted that a narrative regarding the Tourist Accommodation Law review was placed in the Trustee packets to bring the board up to speed on discussion thus far. He stated he hopes to have a draft of the revised regulations for the November Trustee meeting and set a public hearing in December.

Discussion was held by the Trustees regarding potential changes.

Mayor Katz made a motion to adjourn to executive session at 8:15 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.

Mr. Maxson made a motion to return to regular session at 8:35 p.m. and adjourn the meeting. Mr. Allstadt 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