

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 November 26, 2018 at 6:30 p.m. Members in attendance were Mayor Ellen Tillapaugh, Trustees Cynthia Falk, James Dean, Bruce Maxson, Lou Allstadt, Richard Sternberg and Jeanne Dewey. Also in attendance were Village Attorney Martin Tillapaugh, Zoning Enforcement Officer Jane Gentile, Village Treasurer Deb Guerin and Village Administrator – Teri Barown. There were six (6) members of the public present.

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

Dr. Sternberg made a motion to approve the probationary appointment of Vincent Cavalieri to the position of Police Officer (FT) effective November 26, 2018 and ending November 25, 2019 at a salary of \$19.2869 per hour. Mr. Allstadt seconded the motion and a vote had the following results:

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

Ms. Barown conducted the swearing in of Officer Cavalieri to the position of full-time Police Officer.

Public Comment:

Ryan Miosek, Attorney, Pioneer Street, Cooperstown, stated he was attending on behalf of Police Chief Michael Covert, to ask that the Trustees consider paying Chief Covert his salary until the independent medical examination takes place on December 20, 2018. He stated he understands that there is no responsibility under Section 72 of NYS Civil Service Law for the Trustees to pay his salary, but asks that they take this into consideration due to the dedication and service that Chief Covert has provided to the Village.

Hearing no additional public comment, this session was closed.

Minutes – Dr. Falk made a motion to approve the minutes of the October 22, 2018 regular meeting, as well as the minutes of the October 31, 2018 special meeting with the corrections as submitted. Dr. Falk seconded the motion and a vote had the following results:

AYES: Falk, Dean, Maxson, Allstadt, Sternberg, Dewey 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.

Ms. Gentile asked the Trustees if the December 3 deadline was considered concrete as far as transient rentals submitting their renewal applications. She noted she has sent out two emails as reminder notices and will be doing a third tomorrow. Trustee consensus was that the deadline needs to be adhered to.

Dr. Falk made a motion to accept the Zoning Official's Report as presented. Mrs. Dewey seconded the motion and a vote had the following results:

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

Permits:

Dr. Falk made a motion to approve the permit application as submitted by Catskill Area Hospice for tree lighting ceremony and reception to be held on December 9, 2018. Mr. Allstadt seconded the motion and a vote had the following results:

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

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

Mr. Allstadt made a motion to declare the old scoreboard as surplus equipment and investigate selling on Auctions International. Dr. Falk seconded the motion and a vote had the following results:

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

Dr. Falk led the review of Part 2 of the SEQR review for the Doubleday Field Project and minor changes were made to the form as provided by Delaware Engineering.

Dr. Falk made a motion to Check Box A on Part 3 of the SEQR that the project will result in no significant adverse impacts on the environment and, therefore, an environmental impact statement need not be prepared. Accordingly, a negative declaration is issued. Mr. Allstadt seconded the motion and a vote had the following results:

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

Dr. Falk made a motion to adopt the following resolution:

**RESOLUTION NO. 3 OF 2018
ADOPTED NOVEMBER 26, 2018**

DOUBLEDAY FIELD IMPROVEMENTS PROJECT

SEQR LEAD AGENCY, CLASSIFICATION & DETERMINATION OF SIGNIFICANCE

WHEREAS, by resolution dated October 22, 2018, the Village of Cooperstown Village Board declared its intention to act as Lead Agency for the conduct of the State Environmental Quality Review (SEQR) process and to undertake a Coordinated Review concerning the proposed Doubleday Field Improvements Project; and

WHEREAS, each Involved Agency was notified by letter of the Village’s intent to act as Lead Agency and was provided with Part I of the Full Environmental Assessment Form (“FEAF”); and

WHEREAS, no other agency has requested in writing to act as Lead Agency;

NOW, THEREFORE, BE IT RESOLVED THAT

1. The Village Board is the Lead Agency for the environmental review of the Project.
2. The Project is a Type I action under SEQR per 6 NYCRR Part 617.4(b)(9).
3. Review of Part II of the FEAF results in the determination that the Project will not have a significant negative effect on the environment and therefore, a Negative Declaration is hereby adopted, along with Parts II and III of the FEAF as documented in the narrative attached hereto and part hereof.
4. Filing of this Negative Declaration is hereby ordered in accordance with 6 NYCRR Part 617.11.
5. This resolution shall take effect immediately.

**IVE DECLARATION
NOTICE OF DETERMINATION OF SIGNIFICANCE
State Environmental Quality Review (SEQR)**

This notice is issued pursuant to Part 617 of the implementing regulations pertaining to Article 8 of the Environmental Conservation Law (SEQR).

The Village of Cooperstown, as Lead Agency, has determined that the proposed Action described herein will not have a significant effect on the environment and that an Environmental Impact Statement will not be prepared.

DATE: November 26, 2018

NAME OF ACTION: Doubleday Field Improvements Project

LOCATION: 121 Main Street (aka One Doubleday Court)
Village of Cooperstown/Town of Otsego
Otsego County, New York

SEQR STATUS: Type I

LEAD AGENCY: Village of Cooperstown
22 Main Street
Cooperstown, New York 13326

DESCRIPTION OF ACTION:

The proposed Project involves necessary repairs and improvements to the Doubleday Field complex, including playing field repairs, repairs and improvements within the Grandstand, demolition of failing 3rd-base bleachers and their replacement, construction of a two-story, unheated facility that will contain offices, locker rooms and a viewing area, and rehabilitation and reconfiguration of the existing parking lot.

Reasons Supporting This Determination:

The Village Board has reviewed the FEAF and the criteria contained in 6 NYCRR §617.7 and has determined that the Project will not have a significant impact on the environment for the following reasons:

As required by §617.7(b), the Village has:

- Considered the Action as defined in subdivision 617.4.
- Reviewed the FEAF, the criteria identified in Subdivision (c) of this section and other documentation to identify relevant areas of environmental concern.
- Analyzed the identified relevant areas of environmental concern to determine whether the action will have a significant adverse impact.
- Set forth herein its written Finding of No Significant Environmental Impact.

The following indicators of significant adverse impacts on the environment, as listed in 617.7(c)(1), were considered:

1. Impact on Land:
Small impact. The Project will involve construction that is expected to last more than one year; however, the Project will take place on previously disturbed land, and impact on land will be minimal.
2. Impact on Geological Features:
No impact. No such land forms exist in the Project area.
3. Impacts on Surface Waters:
No to small impact. The Project may involve reconstruction of the existing concrete channel where Willow Brook runs under the 1st base bleachers, Grandstand, and northeast side of the Doubleday parking lot. Steps will be taken to minimize impacts to Willow Brook during these improvements, and the improvements will ultimately improve wet-weather flow through and under the Doubleday complex. A Stormwater Pollution Prevention Plan (SWPPP) will be prepared to minimize runoff during construction and improve stormwater management during operation.
4. Impact on Groundwater:
No impact has been identified.
5. Impact on Flooding:
No impact has been identified.
6. Impacts on Air:
No impact has been identified.
7. Impact on Plants and Animals:
No impact has been identified.
8. Impact on Agricultural Resources:
No impact has been identified.

9. Impact on Aesthetic Resources:
No impact has been identified. The nearby Route 20 Scenic Byway and the Village's lakefront parks will not be impacted by the proposed project.
10. Impact on Historic and Archeological Resources:
Small to moderate impact. The project site is located within the Cooperstown Historic District and the Glimmerglass Historic District which are both listed on the New York State and National Registers of Historic Places. Doubleday Field is included as a contributing resource within these Historic Districts. All proposed improvements to the existing structures will be reviewed in consultation with SHPO and are intended to enhance the structural stability, longevity and safety of these resources. Planned improvements include repointing of masonry, installation of aesthetically appropriate safety elements such as handrails, and the like.
11. Impact on Open Space and Recreation:
No impact has been identified.
12. Impact on Critical Environmental Areas:
No impact has been identified. No such areas have been designated in the Project area.
13. Impact on Transportation:
The project may have a small impact by altering the present pattern of movement of people or goods.
14. Impact on Energy:
No impact has been identified.
15. Impact on Noise, Odor and Light:
The project may have a small impact during construction and by the placing of additional street lighting in a portion of the existing parking lot.
16. Impact on Human Health:
No impact has been identified.
17. Consistency with Community Plans:
No impact; Project is consistent with Community Plans, including the Village's Comprehensive Plan, adopted in 2016.
18. Consistency with Community Character:
No impact; Project is consistent with Community Character.

617.7(c)(2) – For the purpose of determining significant adverse impacts on the environment of those factors listed above, the long-term, short-term, direct, indirect and cumulative impacts, including simultaneous or subsequent actions, to the extent reasonable, as included in any long-range plan for the Action, any action that is a result of the reviewed action or is dependent on the Action, were reviewed.

617.7(c)(3) – The significance of any likely consequences was assessed in connection with the setting of the Action, the likelihood of occurrence, duration, irreversibility, geographic scope, magnitude and the number of people affected as a consequence of the Action.

Based on this review, no adverse environmental impacts would result from this Action.

CONTACT PERSON: **Teri Barown, Village Administrator**
Village of Cooperstown
22 Main Street
Cooperstown, New York 13326

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

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

Mr. Allstadt made a motion to authorize the demolition of the 3rd base bleachers. Dr. Sternberg seconded the motion and a vote had the following results:

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

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

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

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

Dr. Falk noted that the committee reviewed the 2018 season and that the proposals received for trolley management services will be reviewed at the December IGA committee.

Dr. Falk noted that the urban forestry management plan has been provided by Davey Resource Group. Following discussion a public presentation was scheduled for December 13 at 7:00 p.m. in the Village ballroom.

Dr. Falk stated that the sidewalks have not yet been poured for the TEP project. It is still on schedule to occur prior to the winter shutdown. She stated that there is also a plan in place to light the flagpole before the winter shutdown.

Public Hearing – Mayor Tillapaugh opened the following public hearing at 7:00 p.m.:

Proposed Local Law No. 13 of 2018 – amend Vehicle and Traffic Regulations (Section 270-14-parking reserved in designated locations) – clarify in Village Code the following: Police Department, Village Official and Fire Department parking regulations – change in language only – no change in existing regulations

Hearing no comment from the public, the hearing was left open at this point.

Streets Committee (continued) – Dr. Falk noted that there was a hydraulic leak with a piece of equipment earlier this month. She stated DEC was advised and there were no issues due to the leak.

Dr. Falk noted that the committee will begin review of items to be included in the 2019 budget at next month's meeting.

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

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

Public Hearing (continued) – Dr. Sternberg made a motion to adopt the Local Law No. 13 of 2018 –amend Vehicle and Traffic Regulations (Section 270-14-parking reserved in designated locations) – clarify in Village Code the following: Police Department, Village Official and Fire Department parking regulations – change in language only – no change in existing regulations as amended. Dr. Falk seconded the motion and a vote had the following results:

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

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

Mr. Allstadt noted that our insurance company has stated that the fire escape needs replacement and we have obtained one estimate from the building architect, which he believes seems high.

He stated that the acoustic panels have been ordered for the ballroom.

He noted that window restoration work has begun and there is a plan in place to use some of the old storm windows to let light into the Library while the windows are being worked on.

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

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

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

Mr. Allstadt made a motion to approve the transfers as submitted by the Treasurer from the proceeds received from sale of surplus equipment as shown below:

- \$32,070.00 from Trolley MMDA to Trolley Reserve
- \$10,765.00 from A Fund Checking to Village Equipment Reserve
- \$927.50 from F Fund MMDA to Water System Improvement Reserve

Mrs. Dewey seconded the motion and a vote had the following results:

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

Finance and Personnel Committee:**Finance:**

Trustees reviewed the October 2018 RBC Wealth Management statement and Mr. Allstadt noted that redistribution has occurred as approved a few months ago.

Trustees reviewed the Sales Tax report.

Mr. Allstadt noted that the bank reconciliations for all accounts are complete through the end of October.

Mr. Allstadt made a motion to authorize releasing an RFP for engineering services for the fire escape replacement at 22 Main Street. Dr. Falk seconded the motion and a vote had the following results:

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

22 Main Street Capital Project:

Mr. Allstadt made a motion to authorize a transfer from A1620-480 to the 22 Main Street Capital Project Account for the second floor windows in the amount of \$115,000. Dr. Falk seconded the motion and a vote had the following results:

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

Doubleday:

Mr. Allstadt made a motion to authorize the payment to Otsego County Clerk of \$310.00 for the deed filing for the Phinney property acquired by the Village in Doubleday Field. Dr. Falk seconded the motion and a vote had the following results:

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

Personnel:

Trustees reviewed the overtime analysis for payrolls 126 and 127 and the leave analysis for October 2018.

Mr. Allstadt made a motion to approve the following conference and training requests as submitted:

- a. Basic Operations Wastewater Treatment Plants Course – Jacob Gillette
Feb 25 – March 8, 2019
- b. Basic Laboratory Procedures for WWTP Course – Jacob Gillette
May 20 – 24, 2019
- c. Grade 3 Supervisor & Technical Operations – Jacob Gillette
June 24 – 28, 2019

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

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

Mr. Allstadt made a motion to approve the following abstracts and transfers:

Abstracts:

General	26,078	PR# 127
	27,166	PR# 126
	291,344	Non-Payroll Expenses
	(43,097)	Non-Payroll Expenses Paid
	248,247	Non-Payroll Expenses to be Paid
Water	7,217	PR# 127
	8,047	PR# 126
	80,709	Non-Payroll Expenses
	(36,018)	Non-Payroll Expenses Paid
	44,691	Non-Payroll Expenses to be Paid
Sewer	8,541	PR# 127
	6,968	PR# 126
	61,384	Non-Payroll Expenses
	(34,903)	Non-Payroll Expenses Paid
	26,481	Non-Payroll Expenses to be Paid
Trolley	14,249	Non-Payroll Expenses
	(55)	Non-Payroll Expenses Paid
	14,194	Non-Payroll Expenses to be Paid

Transfers:

Transfer From:	Capital Projects MMDA	174,619	Bank transfer to pay Upstate
Transfer To:	Capital Projects Checking	174,619	Bank Account now called TEP
Transfer From:	HMS-204-000	945.37	Edmunds Transfer
Only			
Transfer From:	HMS-233-000	175,795.37	to close HMS Account
Transfer To:	HTP-204-000	945.37	Monies put into TEP Account
Transfer To:	HTP-233-000	175,795.37	
Transfer From:	HTP-233-000	174,619	Edmunds Transfer Only
Transfer To:	HTP-204-000	174,619	
Transfer From :	Fund Balance	33,000	To cover G DeVincentis
Invoice			
Transfer To:	G-8120-440	33,000	
Transfer From:	L-204-000	31,404	Library Construction Grant to

Transfer To: A-204-000 31,404 replace windows

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

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

Administrator's Report:

Ms. Barown reviewed the following information with the Trustees:

1. Grants and projects update:
 - a. WWTP Upgrade –EFC has advised they are completing their review and we should have an acceptance as early as this week. Plans and specifications will need to be reviewed and accepted by both DEC and EFC.
 - b. TEP Project – Lamppost bases are being installed, project schedule is to pour sidewalks week after Thanksgiving
 - i. Reimbursement No 9 sent to DOT - \$75,987.99
 - ii. BAN/Bond Process for TEP – discussion to proceed to sale or approach local institution(s)
 - c. Grove Street Culvert Project – Delaware advises this is on hold until progress begins on WWTP Update
 - d. Doubleday Project
 - i. HPARB approved demolition, Trustees will need to approve
 - ii. Complete SEQRA review at Trustees
 - iii. Plans and specifications will need to be reviewed by ESD
 - iv. ESD provided Grant Disbursement Agreement for the Doubleday Planning Grant and I will be returning the documentation required to receive payment.
 - v. Submitting demolition plans for 3rd base bleachers for ESD review
 - e. EV Chargers – Final report was submitted to DEC and acknowledged as received – I will be submitting for reimbursement which would be \$15,187.81
2. Annual Fiscal Year End Audit – Preliminary internal control interviews occurred with staff last week, field work for Audit is anticipated to be conducted first week in December.
3. NYCOM Public Works Conference Report – Village DPW Superintendent – attached
4. Cancer Benefit Program for Volunteer Firefighters – See information from Rose & Kiernan regarding two options available
 - a. Action Item – Recommend 2nd option Hartford/PERMA/Willis Combination \$156 per firefighter per year – option recommended by NYCOM, NYMIR, FASNY Dr. Sternberg made a motion to approve the option as recommended. Mr. Allstadt seconded the motion and a vote had the following results: AYES: Falk, Dean, Maxson, Allstadt, Sternberg, Dewey Motion carried.
5. Request to attend two-day workshop by Village Administrator – “Effective Workplace Investigations” – held at Farmers’ Museum – total cost \$135.00 Mr. Allstadt made a motion to approve attendance. Dr. Falk seconded the motion and a vote had the following results: AYES: Falk, Dean, Maxson, Allstadt, Sternberg, Dewey Motion carried.
6. Sent adopted legislation to General Code to be included in codification

Dr. Falk made a motion to accept the Finance and Personnel Committee report and the Administrator's Report as presented. Mrs. Dewey seconded the motion and a vote had the following results:

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

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

Discussion was held regarding whether to host the February Cabin Film Series as was done last year. Following discussion, it was decided due to another film series occurring in the ballroom we would not participate in the cabin film series this year.

Dr. Falk noted that the committee continues its review of the comprehensive plan and discussion this month focused on how to better get information out to the public via website and potentially facebook.

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

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

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

Mrs. Dewey stated that the roof project at Fairy Springs has been completed.

She stated that the skating rink will be set up on December 2nd.

She said that a tentative timeline has been received from the engineer regarding the Pioneer Park Planning Study.

Mrs. Dewey stated that Mike Bauer is willing to join the Parks Board.

Mayor Tillapaugh appointed Mike Bauer to the Parks Board.

Dr. Sternberg made a motion to ratify the appointment as made by Mayor Tillapaugh. Mr. Maxson seconded the motion and a vote had the following results:

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

Mrs. Dewey stated that beginning January the meeting date for Parks Board will change to the first Monday of the Month at 3:00 p.m.

Dr. Falk made a motion to accept the Parks Board report as presented. Mr. Dean seconded the motion and a vote had the following results:

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

Water and Sewer Board – A copy of the November minutes was provided in the Trustee packets and reviewed by Mr. Maxson.

Dr. Falk made a motion to accept the Water and Sewer Board report as presented. Mrs. Dewey seconded the motion and a vote had the following results:

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

New Business: Dr. Falk made a motion to allow Augurs' fill pipes to intrude on Village property subject to a license agreement, insurance certificate and hold harmless agreement being provided to the Village. Mr. Allstadt seconded the motion and a vote had the following results:

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

Due to the Christmas holiday, the next regular meeting of the Trustees was scheduled for Thursday, December 20 at 6:30 p.m.

Mayor Tillapaugh made a motion to adjourn to executive session at 7:51 p.m. to discuss the medical history of a particular employee and DPW contract negotiations. Mr. Allstadt seconded the motion and a vote had the following results:

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

Dr. Sternberg made a motion to return to regular session at 8:20 p.m. Mrs. Dewey seconded the motion and a vote had the following results:

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

Dr. Sternberg made a motion to approve the DPW union contract for the period of June 1, 2018 – May 31, 2021 under the terms of the tentative agreement reached on November 8, 2018. Mrs. Dewey seconded the motion and a vote had the following results:

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

Mrs. Dewey made a motion to adjourn the meeting at 8:21 p.m. Dr. Sternberg seconded the motion and a vote had the following results:

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

Respectfully submitted,

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