

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 December 22, 2016 at 6:30 p.m. Members in attendance were Mayor Jeff Katz, Trustees Ellen Tillapaugh, Cynthia Falk, James Dean, Bruce Maxson, and Richard Sternberg. Trustee Louis W. Allstadt 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 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. Mayor Katz stated that as this is the last meeting for 2016 he feels that the Village can reflect positively back on this past year. He noted a great Induction, a lot of street work completed, work completed on 22 Main Street and grants received of 4 million for the WWTP upgrade and \$120,000 for 22 Main Street.

**Public Comment** – Tom Heitz, Clerk of the Session for the First Presbyterian Church provided a statement draft by the Pastor and Elders requesting the Village consider passing a resolution affirming Governor Cuomo’s statement that New York State is a place of refuge for immigrants and a place that respects all people specifically from the Village of Cooperstown. He stated that the Village of Cooperstown is a community of hospitality in business, culture, and population. It is how things are done here. He stated that the Church and its members are residents of the community.

Mr. Heitz stated that he does not expect that this will be enacted this evening but would like the Trustees to take it under consideration.

Mayor Katz noted that Dr. Sternberg brought up this thought a few months ago and Dr. Falk has drafted a resolution for consideration.

Following review and discussion of the resolution provided by Dr. Falk, Dr. Sternberg made a motion to adopt the following resolution by striking the word “living” in sentence numbered “5”.

**RESOLUTION to condemn the use of violence, bigotry, and hateful rhetoric:**

**Whereas Cooperstown is home to people of diverse backgrounds, from communities of diverse beliefs and cultures, including immigrants and native-born citizens;**

**Whereas Cooperstown, as a tourist destination and home to a major medical facility, seeks to welcome people from throughout our region, nation, and world;**

**Whereas hateful and intolerant acts against others are contrary to the values of acceptance, openness, and fellowship with those of all faiths, beliefs, cultures, and backgrounds;**

**Whereas hate crimes and hate speech affect individual victims physically and emotionally and also impact their families, communities, and the entire group whose identity, culture, or beliefs were the motivation for hateful acts and rhetoric;**

**Now, therefore, be it resolved, the Board of Trustees of the Village of Cooperstown**

**(1) Condemns the use of violence, bigotry, and hateful rhetoric**

**(2) Steadfastly confirms its dedication to the rights and dignity of all people**

**(3) Denounces in the strongest terms the increase of hate speech, intimidations, violence, and hate crimes targeted against immigrants, refugees, people of diverse racial, ethnic, religious, and linguistic backgrounds, individuals with impairments, and those who are LGBTQ**

**(4) Recognizes that people of every background—irrespective of race, religious belief, national origin, language, gender identification, or impairment—have made countless positive contributions to our community**

**(5) Declares that the civil rights and civil liberties of all people living in Cooperstown should be protected and preserved**

**(6) Reaffirms the inalienable right of everyone in Cooperstown to live without fear and intimidation**

**(7) Acknowledges that the Constitutions of the United States and State of New York fully support this resolution**

Ms. Tillapaugh seconded the motion and a vote had the following results:

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

**Minutes** – Ms. Tillapaugh made a motion to accept the minutes of the following meetings with corrections as submitted to Ms. Barown: November 28, 2016 Regular meeting, December 6, 2016 special meeting and December 12, 2016 special meeting. Dr. Sternberg seconded the motion and a vote had the following results:

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

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

Mayor Katz stated that one of the facets of the annual registration of tourist accommodations was to have the list posted on the website. Ms. Gentile stated she is continuing to follow up on the list and the information will be provided so that it can be posted on the website.

Ms. Tillapaugh suggested that we also provide a news release to the media with the list.

Mr. Maxson stated that approvals for solar panels should be provided to the Fire Chief.

Ms. Tillapaugh made a motion to accept the Zoning Official's report as presented. Dr. Sternberg seconded the motion and a vote had the following results:

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

**Permits:**

Dr. Falk made a motion to approve the request to for use of Pioneer Park on May 20, 2016 from 10:00 a.m. to 5:00 p.m. for musical entertainment as part of Cooperstown Rotary Club's Spring Fling event. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

Ms. Tillapaugh made a motion to approve the permit application of Cooperstown Winter Carnival Committee for activities to be held January 27, 2017 – February 4, 2017 with the committee working out final details of the event with the Village Administrator. Dr. Sternberg seconded the motion and a vote had the following results:

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

The Cooperstown Chamber of Commerce Arts and Crafts permit application was held for discussion under the Economic Development and Sustainability Committee report.

**Police Committee** – A copy of the December committee report was provided in the Trustee packets.

Ms. Tillapaugh stated Officer Kelman is doing a good job managing the department while the Chief is out on medical leave.

She noted that three days following the paid parking meetings she did receive a report by street of parking tickets issued.

It was noted that Officer Kelman feels that with the three full-time officers and part-time officers currently on schedule that there is adequate coverage for the department.

**Fire Committee** – Ms. Tillapaugh made a motion to approve Mr. Satriano’s online conference registration for the winter symposium for continuing medical education (EMT) at a \$70 fee. Dr. Sternberg seconded the motion and a vote had the following results:

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

Dr. Sternberg made a motion to accept the Public Safety Committee reports as presented. Dr. Falk seconded the motion and a vote had the following results:

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

**Doubleday Field Committee** – A copy of the December committee minutes was provided in the Trustee packet.

Mr. Maxson noted that the pigeon netting has been installed.

He stated that Mr. Hasak reported on the presentation and although conflicts with credit courses provided low turnout, Mr. Hasak made a number of good contacts.

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

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

**Public Hearings** – Mayor Katz opened the following public hearings at 7:00 p.m. and Ms. Barown read the public hearing notice:

**Proposed Local Law No. 11 – Extend suspension of two hour parking limit Main Street (Fair Street to Pine Boulevard) and Pioneer Street (east side Beaver Street to Lake Street, west side Lake Street to Church Street) from Thanksgiving to April 1 (currently Thanksgiving to third Monday in January)**

**Proposed Local Law No. 12 – Regulating the placement and/or use of Temporary Mobile Storage Units**

Mayor Katz asked if there were any comments from the public.

Brian Wrubleski, owner of Mel's at 22 Chestnut, stated that he feels it would be a benefit to the businesses to extend the two hour parking limit suspension through April 1. He stated that customers keep people in the Village.

Dr. Sternberg asked Mr. Wrubleski if he wouldn't rather have turnover. He said most businesses say they like turnover.

Mayor Katz asked Mr. Tillapaugh to comment on the temporary mobile storage unit proposed law.

Mr. Tillapaugh stated that he received questions from various sources inquiring regarding any regulation of temporary mobile storage units (pods) under Village law. He stated as there wasn't anything specific regulation he felt it would be a good idea to look at their regulation. He noted that he did feel that their placement could have gone through HPARB under the zoning law.

He stated he has received comments that the Village is prohibiting, which is not the case. He also received comments that the timeframe of 62 days for placement has been questioned as not sufficient and there were additional concerns regarding that there is no appeal process in place. He stated that appeals would happen automatically and if someone wants to appeal it would go to the ZBA.

He stated he has seen the letter submitted by Bill Waller and feels his concerns have been addressed. He noted the suggestion of changing may to shall should probably be made and the Trustees can consider if they wish to increase the timeframe for placement of the units.

As there was not public comment, other than the letter received from Mr. Waller, Trustee discussion occurred regarding the proposed law and potential changes.

Mr. Berman, Planning Board Chair, noted that the Trustees could extend to 93 days; however, if the current 62 days in the proposed law stood, and an applicant wished to appeal, there would be an automatic stay until the ZBA had a chance to make a decision.

Mayor Katz closed both public hearings at 7:25 p.m.

Mayor Katz made a motion to adopt Local Law No. 11 – regulating the placement and/or use of temporary mobile storage units with the amendment of 2 extensions for a total of 93 days and changing may to shall Section 3, F. in paragraph 3. Dr. Sternberg seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Maxson, Sternberg

Motion carried.

Discussion occurred regarding the proposed local law extending the time period of suspension of two hour parking on Main and Pioneer Streets.

Dr. Sternberg stated his concern for extending is for business on Main Street west of the traffic light and that is why he is surprised that Mr. Wrubleski was in favor of extending through April 1. He said he has had businesses express concerns about no turnover.

Mr. Dean feels it sends a message you can park as long as you want.

Dr. Falk stated she has made inquiries, some people feel it should be 2 hours, others lifted and some don't care at all. She said she has made a point of coming downtown and has been able to find parking every day.

Ms. Tillapaugh stated she spoke with Willis Monie who is not in favor of the suspension and feels businesses need the turnover. She said she hasn't been as successful in finding parking downtown since the suspension and her street, which is generally full of Bassett employees, has emptied out since the suspension. She feels it creates an all day parking lot.

Mayor Katz made a motion to adopt Local Law No. 12 – amend Chapter 270-13 A. Vehicle and Traffic – Parking time limited in designated locations – extension of time period of suspension of two hour parking portions of Main and Pioneer Streets from Thanksgiving Day in November through April 1 as submitted. Dr. Falk seconded the motion and the result of the vote was as follows:

AYES: Katz, Falk, Maxson NOES: Tillapaugh, Dean, Sternberg Motion failed.

**Fire Committee (continued)** – Chief Tallman attended the meeting at 7:31 p.m. and reviewed with the Trustees that the department is requesting to receive the Police Department Chevy Tahoe when the police department receives its new vehicle. He stated that it would be utilized by the Fire Police. He stated that the Fire Police are very important to Fire Department member safety. He noted they currently use their own vehicles and have to equip them with needed materials to use at an accident or fire scene and that having a vehicle for their use would eliminate them having to do this.

He reminded the Trustees that the Fire Department does provide \$10,000 a year to the Fire Equipment reserve fund.

Mayor Katz made a motion to give the Fire Department first right of refusal on the Chevy Tahoe once it is declared surplus. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

Dr. Sternberg brought up an issue that was circulated by email at his request to the Trustees regarding mandating all Village employees and elected officials be certified in CPR with a grace period for paid employees if not certified at the time of hire.

Chief Tallman noted that the EMS are all required to be CPR certified, and it is offered to the firefighters but not mandated.





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

Mr. Bloomfield noted that the sales tax check was just received, and the auditors will be wrapping up next Thursday.

Mayor Katz asked Mr. Bloomfield to follow up regarding credit card processing vendors, which was discussed during the paid parking workshop earlier this month.

**Finance and Personnel Committee:**

**Finance:**

Dr. Sternberg questioned if we still have junk bonds, why deposits are held in Bank of China and had questions regarding emerging market bonds. Mayor Katz asked Mr. Bloomfield to follow up on the questions with Dave Rogers from RBC.

Trustees reviewed the NYS Comptroller notification of the tax levy growth factor for 5/31/17 – fiscal year end will be 1.15% and the sales tax update.

**WWTP Upgrade:**

Ms. Tillapaugh made a motion to adopt the following bond resolution for the WWTP Upgrade Financing Project:

**BOND RESOLUTION DATED DECEMBER 22, 2016**

**A RESOLUTION AUTHORIZING THE CONSTRUCTION, RECONSTRUCTION, RENOVATION AND INSTALLATION OF IMPROVEMENTS TO THE WASTEWATER TREATMENT PLANT IN THE VILLAGE, AUTHORIZING THE ISSUANCE OF SERIAL BONDS OF THE VILLAGE OF COOPERSTOWN, OTSEGO COUNTY, NEW YORK, IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$8,000,000 PURSUANT TO THE LOCAL FINANCE LAW TO FINANCE SAID PURPOSE AND DELEGATING THE POWER TO ISSUE BOND ANTICIPATION NOTES IN ANTICIPATION OF THE SALE OF SUCH BONDS TO THE VILLAGE TREASURER.**

**BE IT RESOLVED**, by the Board of Trustees of the Village (by the favorable vote of not less than two-thirds of all the members of the Board) as follows:

**SECTION 1.** The specific purpose to be financed pursuant to this resolution is the undertaking of the construction, reconstruction, renovation and installation of improvements to the Village's wastewater treatment plant, to include, but not be limited to, the following: (i) construction of a new 50-foot diameter primary clarifier; (ii) the following existing equipment to be modified and/or upgraded without footprint changes: grit removal, primary clarifier, trickling filter, rotary biological contractors and building, secondary clarifier no. 1 and 2, and yard piping; (iii) new sludge dewatering and cold storage; and (iv) future new tertiary filtration building, which shall include the acquisition and installation of equipment, machinery and apparatus, including necessary site work, for the foregoing purposes (collectively, the "Project"). The maximum cost of said purpose will not exceed \$8,000,000.

**SECTION 2.** The Board of Trustees plans to finance the maximum estimated cost of said purpose by the issuance of serial bonds in an amount not to exceed \$8,000,000 of said Village, hereby authorized to

be issued therefor pursuant to the Local Finance Law, and the cost of such improvement is to be paid by assessments upon benefitted real property in an area less than the area of said Village. The Village has approached several federal and/or state agencies in order to obtain grants to assist in financing said purpose. Any funds received by the Village relating to the purpose will be applied to finance a portion of said purpose and/or reduce the principal amount of the obligations issued or to be issued by the Village for such purpose and/or to pay any debt service on any obligations issued by the Village for such purpose, as applicable and as permitted by law.

**SECTION 3.** It is hereby determined that said purpose is an object or purpose described in subdivision 4 of paragraph (a) of Section 11.00 of the Local Finance Law, and that the period of probable usefulness of said purpose is forty (40) years for the new construction and equipment portion of the object or purpose, currently estimated to equal approximately \$5,397,863.36, and thirty (30) years for the modification and upgrade of existing equipment portion of the object or purpose, currently estimated to equal approximately \$2,124,493.64.

**SECTION 4.** Current funds are not required to be provided prior to the issuance of the bonds authorized by this resolution or any notes issued in anticipation of the sale of said bonds.

**SECTION 5.** It is hereby determined the proposed maturity of the obligations authorized by this resolution will be in excess of five years.

**SECTION 6.** The faith and credit of said Village are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. In the event that any assessments or other special charges imposed by the Village upon benefitted real property be insufficient to pay the principal of and interest on such bonds, there shall annually be levied on all the taxable real property of said Village a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

**SECTION 7.** Subject to the provisions of this resolution and of the Local Finance Law, pursuant to the provisions of Section 30.00 relative to the authorization of the issuance of bond anticipation notes or the renewals of said notes and of Section 21.00, Section 50.00, Sections 56.00 to 60.00, Section 62.00, Section 63.00 and Section 164.00 of the Local Finance Law, the powers and duties of the Board of Trustees pertaining or incidental to the sale and issuance of the obligations herein authorized, including but not limited to authorizing bond anticipation notes and prescribing the terms, form and contents and as to the sale and issuance of the bonds herein authorized and of any bond anticipation notes issued in anticipation of said bonds, and the renewals of said notes, are hereby delegated to the Village Treasurer, the chief fiscal officer of the Village.

**SECTION 8.** The temporary use of available funds of the Village, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes described in Section 1 of this resolution. The Village then reasonably expects to reimburse such expenditure with the proceeds of the bonds or bond anticipation notes authorized by Section 2 of this resolution. This resolution shall constitute the declaration of the Village's "official intent" to reimburse the expenditures authorized by Section 1 hereof with the proceeds of the bonds and notes authorized herein, as required by United States Treasury Regulation Section 1.150-2.

**SECTION 9.** The Village Treasurer is further authorized to take such actions and execute such documents as may be necessary to ensure the continued status of the interest on the bonds authorized by this resolution, and any notes issued in anticipation thereof, as excludable from gross income for federal income tax purposes pursuant to Section 103 of the Internal Revenue Code of 1986, as amended (the “Code”) and to designate the bonds authorized by this resolution, and any notes issued in anticipation thereof, as “qualified tax-exempt bonds” in accordance with Section 265(b)(3)(B)(i) of the Code.

**SECTION 10.** The Village Treasurer is further authorized to enter into a continuing disclosure agreement with the initial purchaser of the bonds or notes authorized by this resolution, containing provisions which are satisfactory to such purchaser in compliance with the provisions of Rule 15c2-12, promulgated by the Securities and Exchange Commission pursuant to the Securities Exchange Act of 1934.

**SECTION 11.** The Village Treasurer is hereby authorized to execute and deliver in the name and on behalf of the Village a project finance agreement prepared by the New York State Environmental Facilities Corporation (“EFC”) (the “SRF Project Finance Agreement”). The Village Treasurer and the Village Clerk and all other officers, employees and agents of the Village are hereby authorized and directed for and on behalf of the Village to execute and deliver all certificates and other documents, perform all acts and do all things required or contemplated to be executed, performed or done by this resolution or any document or agreement approved hereby, including, but not limited to, the SRF Project Finance Agreement.

**SECTION 12.** Pursuant to Article 8 of the Environmental Conservation Law, Chapter 43-B of the Consolidated Laws of New York, as amended (the “SEQR Act”) and the regulations (the “Regulations”) adopted pursuant thereto by the Department of Environmental Conservation of the State of New York (collectively with the SEQR Act, “SEQRA”), the (A) Village of Cooperstown Village Board (the “Village Board”) was designated to act as the “lead agency” with respect to the Project and (B) on November 28, 2016 the Village Board issued a “Notice of No Significant Environmental Impact” (the “Negative Declaration”) with respect to the Project, determining that the construction, reconstruction, renovation and installation of improvements of the Village’s wastewater treatment plant to be a “Type I Action” that will not have a “significant effect on the environment” and therefore, the preparation of an environmental impact statement is not required

**SECTION 13.** The validity of said serial bonds or of any bond anticipation notes issued in anticipation of the sale of said serial bonds may be contested only if:

(1) (a) Such obligations are authorized for an object or purpose for which said Village is not authorized to expend money, or

(b) The provisions of law which should be complied with at the date of publication of this resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication; or

(2) Said obligations are authorized in violation of the provisions of the Constitution of New York.





She noted that another discussion was to choose another weekend rather than Labor Day based on the fact that Labor Day weekend brings in a lot of on-street paid parking revenue. The weekend suggested based on Hall of Fame attendance being down and on-street paid parking revenue being lower was the weekend of August 26 and 27, which Mr. Hazzard is now asking the Trustees to consider.

Following review of on-street paid parking revenue for the same weekend this past season. Dr. Falk made a motion to reserve the date of August 26 and 27<sup>th</sup> for the Chamber Arts and Craft Fair contingent upon the Cooperstown Chamber of Commerce providing the Village with \$4500 to compensate for lost paid parking revenue and that the open container law will remain in effect for that weekend. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

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

Resolution adopting Energy Benchmarking Policy Requirements for Certain Municipal Buildings in the Village of Cooperstown.

***WHEREAS**, buildings are the single largest user of energy in the State of New York, and the poorest performing buildings typically use several times the energy of the highest performing buildings, for the exact same building use; and*

***WHEREAS**, existing buildings are inherently better for the environment when compared with similar new buildings and through an array of historically sensitive energy savings measures can be made to profitably yield annual cost savings and decreased fuel usage; and*

***WHEREAS**, this Local Policy will use Building Energy Benchmarking to promote the public health, safety, and welfare by making available good, actionable information on municipal building energy use to help identify opportunities to cut costs and reduce fuel consumption in the Village of Cooperstown; and*

***WHEREAS**, collecting, reporting, and sharing Building Energy Benchmarking data on a regular basis allows municipal officials and the public to understand the energy performance of municipal buildings relative to similar buildings nationwide; and*

***WHEREAS**, equipped with this information, the Village of Cooperstown will be able to make smarter, more cost-effective operational and capital investment decisions, reward efficiency, and drive widespread, continuous improvement.*

**WHEREAS**, the following definitions will apply:

(1) “Benchmarking Information” shall mean information generated by Portfolio Manager, as herein defined including descriptive information about the physical building and its operational characteristics.

(2) “Building Energy Benchmarking” shall mean the process of measuring a building’s Energy use, tracking that use over time, and comparing performance to similar buildings.

(3) “Covered Municipal Building” shall mean a building or facility that is owned or occupied by the Village of Cooperstown that is 1,000 square feet or larger in size.

(4) “Energy” shall mean electricity, natural gas, steam, hot or chilled water, fuel oil, or other product for use in a building, or renewable on-site electricity generation, for purposes of providing heating, cooling, lighting, water heating, or for powering or fueling other end-uses in the building and related facilities, as reflected in Utility bills or other documentation of actual Energy use.

(5) “Energy Performance Score” shall mean the numeric rating generated by Portfolio Manager that compares the Energy usage of the building to that of similar buildings.

(6) “Energy Use Intensity (EUI)” shall mean the kBtUs (1,000 British Thermal Units) used per square foot of gross floor area.

(7) “Gross Floor Area” shall mean the total number of enclosed square feet measured between the exterior surfaces of the fixed walls within any structure used or intended for supporting or sheltering any use or occupancy.

(8) “Portfolio Manager” shall mean ENERGY STAR Portfolio Manager, the internet-based tool developed and maintained by the United States Environmental Protection Agency to track and assess the relative Energy performance of buildings nationwide, or successor.

(9) “Utility” shall mean an entity that distributes and sells Energy to Covered Municipal Buildings.

(10) “Weather Normalized Site EUI” shall mean the amount of Energy that would have been used by a property under 30-year average temperatures, accounting for the difference between average temperatures and yearly fluctuations; and

**WHEREAS**, this Local Policy is applicable to all Covered Municipal Buildings as defined in item 3 above of this Local Policy; and

**WHEREAS**, the Village Administrator may exempt a particular Covered Municipal Building from the benchmarking requirement if the Village Administrator determines that it has characteristics that make benchmarking impractical; and

**WHEREAS**, no later than January 31, 2017, and no later than May 1 every year thereafter, the Village Administrator or his or her designee shall enter into Portfolio Manager the total Energy consumed by each Covered Municipal Building, along with all other descriptive information required by Portfolio Manager for the previous calendar year; and

**WHEREAS**, for new Covered Municipal Buildings that have not accumulated 12 months of Energy use data by the first applicable date following occupancy for inputting Energy use into Portfolio Manager, the Village Administrator or his or her designee shall begin inputting data in the following year; and

**WHEREAS**, the Village shall make available to the public on the internet Benchmarking Information for the previous calendar year:

- (a) no later than January 31, 2017 and by September 1 of each year thereafter for Covered Municipal Buildings; and

**WHEREAS**, the Village shall make available to the public on the internet and update at least annually, the following Benchmarking Information:

- (a) Summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information; and
- (b) For each Covered Municipal Building individually:
  - (i) The status of compliance with the requirements of this Local Policy; and
  - (ii) The building address, primary use type, and gross floor area; and
  - (iii) Annual summary statistics, including site EUI, Weather Normalized Source EUI, annual GHG emissions, and an Energy Performance Score where available; and
  - (iv) A comparison of the annual summary statistics (as required by this Local Policy) across calendar years for all years since annual reporting under this Local Policy has been required for said building; and

**WHEREAS**, the Village shall maintain records as necessary for carrying out the purposes of this Local Policy, including but not limited to Energy bills and other documents received from tenants and/or Utilities. Such records shall be preserved by the Village for a period of three (3) years; and

**WHEREAS**, the Village Administrator or his or her designee shall be the Administrator of this Local Policy; and

**WHEREAS**, the Administrator of this Local Policy may promulgate procedures necessary for the administration of the requirements of this Local Policy; and

**THEREFORE BE IT RESOLVED THAT** within thirty days after each anniversary date of the effective date of this Local Policy, the Administrator of the Benchmarking Policy shall submit a report to the Board of Trustees including but not limited to summary statistics on Energy consumption for Covered Municipal Buildings derived from aggregation of Benchmarking Information, a list of all Covered Municipal Buildings identifying each Covered Municipal Building that the Village Administrator determined to be exempt from the benchmarking requirement and the



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

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

Mayor Katz made a motion to adjourn to executive session at 8:55 p.m. to discuss contract negotiations and the work history of particular individuals. Dr. Falk seconded the motion and a vote had the following results:

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

Ms. Tillapaugh made a motion to return to regular session at 9:12 p.m. Dr. Falk seconded the motion and a vote had the following results:

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

Mayor Katz made a motion to make the part-time appointment to the position of Clerk (part-time) to Mikal Sky-Shrewsberry for the purpose of taking minutes at the Zoning Board meetings and occasionally Board of Trustee meetings at a rate of \$20.00 per hour with a minimum of 10 hours per month. Mr. Maxson seconded the motion and a vote had the following results:

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

Dr. Falk made a motion to set a public hearing on January 23, 2017 at 7:00 p.m. or as soon thereafter as can be heard to amend paid parking law and resolution to reflect 4 hour on-street paid parking zones and to set a public hearing to amend Vehicle and Traffic law to designate 4 hour parking areas on Chestnut Street, East Side, between Main Street and Lake Street, and Main Street, both sides, between Chestnut Street and Pine Boulevard. Dr. Sternberg seconded the motion and a vote had the following results:

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

Mayor Katz made a motion to approve the supplemental agreement submitted by Barton & Loguidice for the TEP Project in an amount not to exceed \$19,600. Dr. Falk seconded the motion and a vote had the following results:

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

Mr. Maxson made a motion to adjourn the meeting at 9:15 p.m. Dr. Falk seconded the motion and a vote had the following results:

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

Respectfully submitted,

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