

A regular meeting of the Board of Trustees of the Village of Cooperstown was held at the Village Office Building, 22 Main Street, Cooperstown, New York on January 22, 2018 at 6:30 p.m. Members in attendance were Mayor Jeff Katz, Trustees Ellen Tillapaugh, Cynthia Falk, James Dean, Bruce Maxson, and Richard Sternberg. Member Lou Allstadt was absent. Also in attendance were Village Treasurer Debra Guerin, Village Attorney Martin Tillapaugh, Zoning Enforcement Officer Jane Gentile, and Village Administrator – Teri Barown. There were four (4) 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 comments from the public.

**Minutes** - Ms. Tillapaugh made a motion to approve the minutes of the December 20, 2017 Trustee meeting with corrections as submitted. Mr. Allstadt 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 Official's Report was provided in the Trustee packet.

Mayor Katz inquired if Mr. Lagan has been made aware of the potential property line issues regarding the location of his wrought iron fence and the possibility that it is on Village property. Mrs. Gentile stated she discussed this with him.

Mrs. Gentile reviewed some construction that has occurred at 206 Main Street (Bruce Hall) at the rear of the property. She stated that this is a permitted special use and she is making the Trustees aware that it will be going to ZBA next month as a variance application due to being in the rear yard setback.

Dr. Falk asked if there is a special permit in existence. Mrs. Gentile stated that the business has been in existence before special permits were issued. Dr. Falk stated she felt that the Village should set a public hearing for a special permit to clear that issue up.

Dr. Falk made a motion to set a public hearing at the February 26, 2018 Trustee meeting at 7:00 p.m. or as soon thereafter as can be heard for a special permitted use for 206 Main Street for a store or shop over 3,000 square feet with associated accessory use. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

**Permits:**

Dr. Sternberg made a motion to approve the permit application for the Bob Smullens Run during Winter Carnival as submitted for the Village portion of the race. Dr. Falk seconded the motion and a vote had the following results:

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

Dr. Sternberg made a motion to approve the permit application of the Cooperstown Rotary Club for the Spring Fling event with the removal of Doubleday Field use from the application. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

Dr. Sternberg made a motion to offer vending opportunities in the business district on May 19, 2018 during Spring Fling, waiving the vending fee for that event. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

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

**Fire Committee** – A copy of the January committee minutes was emailed to the Trustees.

Ms. Tillapaugh stated that the committee discussed the New York State Volunteer Firefighter Gap Coverage legislation that will go into effect January 1, 2019 regarding insurance coverage for duty-related cancer.

Chief Tallman stated that there are new protocols for decontamination and turnout gear replacement regarding the new legislation.

Chief Covert provided information regarding a FEMA grant that he is requesting to apply for that if received in the full amount would require an \$8600 Village share. Ms. Tillapaugh made a motion for Chief Tallman to apply for the FEMA grant and authorize the Village share not to exceed \$8600. Dr. Sternberg seconded the motion and a vote had the following results:

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

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

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

**Streets Committee** – A copy of the Streets Committee report was provided in the Trustee packets.

Dr. Falk stated that the committee is looking at how information is provided to users of the paid parking system, i.e. website, signage, screens on the meters. She asked that comments from the Trustees be sent to her.

TEP Project – Dr. Sternberg made a motion to authorize the Mayor to sign the TEP Local Project Change Notice to amend the letting schedule. Dr. Falk seconded the motion and a vote had the following results:

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

She stated that the Big Belly compacting trash cans proposed for the project do need to be bolted to the ground as it is a safety issue.

Ms. Tillapaugh made a motion to accept the Village of Cooperstown Self-Evaluation and Transition Plan as reference toward improving accessibility with the Village of Cooperstown in accordance with the Americans with Disabilities Act. 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 Streets Committee report as presented. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

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

Dr. Falk noted that a generator for the building will be placed in the 2018-19 budget.

Dr. Falk stated that NYSEG has come out with a lower tariff on LED Street Lamp conversion. Mr. Hotaling has sent NYSEG some questions regarding this and has not yet heard back.

Mayor Katz stated that we need to install a directional sign for the ADA entrance for 22 Main Street.

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

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

**Treasurer's Report** – A copy of the Treasurer's Report was provided in the Trustee packets and Ms. Guerin noted that the Sales Tax Update has been distributed to the Trustees.

**Finance and Personnel Committee:**

**Finance:**

Trustees reviewed the RBC Wealth Management Statement for December 2017.

Ms. Tillapaugh made a motion to request a proposal from Delaware Engineering for engineering services for the Grove Street Culvert Project. 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 establish capital project accounts in Edmunds and a separate capital projects checking account with Bank of Cooperstown for the Grove Street Culvert Project. 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 authorize payment of the invoice from Otsego County for Worker's Compensation coverage for the year beginning January, 2018. 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 authorize the health insurance and disability insurance corrections to the accounting system for the period 2014-2018. 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 approve the bond payment due February 15, 2018. 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 approve Pay Application No. 4 to G. DeVincentis & Son for the Pioneer Street Infrastructure Project in the amount of \$40,621.05. Dr. Falk seconded the motion and a vote had the following results:

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

**Personnel:**

Trustees reviewed overtime analysis for Payrolls 104, 105 and 106 and leave analysis for December 2017 and January 2018.

Ms. Tillapaugh made a motion to approve the following training requests:

1. Training Steven Lansing Basic Narcotics Investigation March 5-9
2. Training Steven Lansing Detecting Misleading Behavior in Narcotics Investigation Feb 19-21
3. Training Steven Lansing and Emrah Latic – Initial Response to Active Shooter Jan 22-23

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 approve the following training requests:

1. Training Cindy Miller – Basic Accounting School – Watertown, NY 6/5-6/7/2018
2. Training Cindy Miller – Advanced Accounting School – Montgomery , NY 9/12-9/14/2018

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 accept the abstracts and transfers as submitted and on file with the original minutes. Dr. Falk seconded the motion and a vote had the following results:

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

**Administrators Report:**

Ms. Barown stated that the budget sheets for the 2018-19 budget are out to Department Heads and she will be working with the Treasurer to set up for the format for the 2018-19 budget workshops.

She stated that she has sent information out for a proposal regarding lifeguard scheduling for 2018.

Ms. Barown gave an update on the status of various grants and projects including the WWTP upgrade project and the TEP project.

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

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

**Economic Development and Sustainability Committee** – A copy of the January committee minutes were sent to the Trustees via email.

Dr. Falk noted that the committee will be developing a survey on loading zones and asked that any comments regarding inclusions to the survey be submitted to her by the end of the week.

Dr. Sternberg made a motion to accept the Economic Development and Sustainability committee report as presented.

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

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

Ms. Tillapaugh stated that the Village staff is working well with the Rink Advocates for the Badger Park Skating Rink.

She noted that the pine trees have been removed from Lake Front Park.

She stated that the Parks Board is working on the action list for the parks and will continue next month.

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

AYES: Tillapaugh, Falk, Dean, Maxson, Sternberg                      Motion carried.  
Water and Sewer Board – A copy of the January board minutes was provided in the Trustee packets.

Ms. Tillapaugh made a motion to accept the Parks Board report as submitted. Dr. Sternberg seconded the motion and a vote had the following results:

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

**New Business** – Mayor Katz stated he is currently obtaining information regarding an Unmanned Drone Law to be considered by the Trustees as the Hall of Fame has approached him regarding concerns during special events.

Mayor Katz made a motion to adjourn to executive session at 7:40 p.m. for contract negotiations. 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 return to regular session and adjourn the meeting at 7:45 p.m. Ms. Tillapaugh 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