May 6, 2019 VILLAGE BOARD MEETING

MEMBERS PRESENT: Mayor Kurt Wheeler, Trustee Amy Mann, Trustee Dave Porter, Trustee Fritz Koennecke, Trustee Maureen Fellows

ALSO PRESENT: Jim Stokes, Bill Carr, Mike Hayes, Bobby Hart, Lauren Lines, Mary Kate Lee, T. Lewis, Jocelyn Gavitt, Wally McDonald

Upon a motion by Trustee Mann, seconded by Trustee Koennecke the Board approved the minutes from the April 1, 2019 Village Board Meeting by a vote of 5-0 with one correction.

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Upon a motion by Mayor Wheeler and seconded by Trustee Porter to schedule the year end meeting for May 29, 2019 at 5:30 p.m. at the Municipal Building by a vote of 5-0.

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Item number two on the agenda was to receive public input on the Downtown Revitalization Initiative.

Jocelyn Gavitt, CACDA President and Lauren Lines, CACDA Executive Director, gave a short presentation regarding the 2019 Downtown Revitalization Initiative (DRI) proposal.  The purpose of the presentation was to provide an opportunity for public input.

Cazenovia’s DRI proposal was drafted based on previous community surveys and continued conversations with downtown business, property owners and stakeholders.  The proposal focuses on impactful projects related to the development of the downtown center, healthcare, tourism, higher education, agricultural industries, business and manufacturing, housing and the community.

In addition to big-picture focus areas, the CACDA presentation highlighted a few specific ideas, including lakefront enhancement projects, a farm to market regional co-op, mixed-use development in the downtown center, senior and affordable housing units, and a regional community center.

After introducing Cazenovia’s tentative proposal, the CACDA representatives passed out notecards and asked the board and the community members in attendance to answer three questions related to their vision for the downtown revitalization.  Kurt Wheeler pointed out that the REDCs are eager to see evidence that a community already has or could secure private and public investment in their downtown.  Gavitt explained that the application would highlight the projects that already have investors and are ready to move forward in the near future. She specifically pointed to a senior housing project on Burton Street led by Housing Visions, a not-for-profit developer.

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Motion made by Mayor Wheeler and seconded by Trustee Mann to pass the following resolution:

**RESOLUTION # 42-2019**

**OF THE BOARD OF TRUSTEES**

**OF THE VILLAGE OF CAZENOVIA**

**AUTHORIZING THE VILLAGE OF CAZENOVIA TO APPLY FOR 2019 DOWNTOWN REVITALIZATION INITIATIVE FUNDING**

**WHEREAS,** the Village of Cazenovia has demonstrated leadership and has taken proactive steps toward investment in planning, public infrastructure, parks, and the environment to revitalize our community core and enhance the high quality of life that exists in Cazenovia; and

**WHEREAS,** the Governor of New York State announced a fourth round of the Downtown Revitalization Program which authorizes the investment of $100 million in 10 downtowns through the Regional Economic Development Councils; and

**WHEREAS,** these funds assist New York State communities with revitalization efforts focused on transforming downtown districts into vibrant places and encourage additional investment; and

**WHEREAS,** the Village of Cazenovia has worked with the Cazenovia Area Community Development Association to facilitate input from residents and stakeholders in the community and develop transformative projects that would serve as catalysts for increased economic development.

**NOW, THEREFORE, BE IT RESOLVED** by the Board of Trustees of the Village of Cazenovia, New York that the Mayor is authorized to submit a Downtown Revitalization Initiative application in the amount of $10,000,000 to the Central New York Regional Economic Development Council by May 31, 2019.

By vote of the Board – Mayor Kurt Wheeler – aye, Trustee Amy Mann – aye, Trustee Dave Porter – aye, Trustee Fritz Koennecke – aye, Trustee Maureen Fellows – aye.

Five in favor. Approved.

May 6, 2019

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Syracuse University Maxwell School of Citizenship and Public Affairs Program Coordinator Mary Kate Lee gave a brief presentation of the Monday Mile Program to encourage people to increase their physical activity. Ms. Lee’s Proposed Loop for the Village of Cazenovia would begin at Lakeland Park Entrance. The length of the route is approximately 1 mile and takes approx. 20 minutes. Ms. Lee stated she would hope to have this program begin in July. Mayor Wheeler made a couple of suggestions regarding the route. The proposed route is attached.

Upon a motion by Mayor Wheeler and seconded by Trustee Koennecke the Village Board approved the addition of the Monday Mile starting & ending at Lakeland Park with the formal approval of the route and signs to be approved by the Mayor and the PWA by a vote of 5-0.

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Lauren Lines presented the CACDA report:

Local Waterfront Revitalization Plan grant - DOS proposed a work plan that included tasks outside of what we proposed to do.  We came to an agreement on a new scope of work and are working toward a contract.

Burton Street Park - still waiting for attorney to advise regarding deed.  A meeting was scheduled with Jean Egenhofer from NYS Parks on May 14

Lakeland Park kayak launch - The Canal Corp. would like to schedule a ribbon cutting.  We are waiting to hear back on proposed dates.

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Trustee Koennecke presented the monthly report:

**Lake Watershed Council/ Lake Association**

* The Lake Association has not quite made the $250,000 goal, but they have enough funds to support the planned lake treatment this year.
* The plan is still to treat about 190 acres; the town has already submitted for the permits

**Police:**

* Nominating Joseph Caputo and Hillary Sherwood as part time officers
* Officer Tom Engelman is retiring after 19 years- ceremony next meeting
* Planning to purchase the following police capital items:
  + 2 Dashcam systems- 1 is broken, the other is old and close to failure- $9714 plus $800 install- $10,514 total
  + Taser- we need two and the current one is soon to be obsolete- $2921.60
* Next year is normally a vehicle purchase year- evaluating whether we can delay to build up the capital account- currently a vehicle plus the rest of the equipment is a stretch
* See the Chief’s report for monthly statistics

The following report reflects statistics from 04/01/2019 through 04/30/2019

**1.MAJOR INCIDENTS:** Any case that is a felony or is information that is needed to ensure to public safety.

NOTHING AT THIS TIME

**2. ONGOING INVESTIGATIONS**: Currently we have five open cases that are actively being investigated along with one active warrant.

**3. CALL REPORT:** For the above dates we had a total of 134 calls for service, of which 133 for within the village and 1 was in the town at the request of an outside agency and 64 vehicle and traffic stops. This generated 44 written reports consisting of zero arrests, 30 vehicle and traffic tickets written, and 13 MVA’s investigated, 78 parking ticketsand 1 vehicle immobilizations.

**4. TRAFFIC VIOLATIONS:** 5 speeding, 4 uninspected, 3 license violations, 0 registration violations, 1 AUO (operated with license suspended or revoked), 0 DWI and 17 other violations.

**5. BUDGET REPORT:**  None

**6. MISC:**

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Motion made by Trustee Koennecke and seconded by Mayor Wheeler to pass the following resolution by a vote of 5-0:

RESOLUTION # 43 – BE IT RESOLVED, that the Village of Cazenovia through its governing body, the Board of Trustees, hereby approves Chief Mike Hayes’ recommendation to hire Joseph Caputo and Hillary Sherwood as part time police officers.

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Trustee Fellows presented her monthly report:

**Memorial Park:**

Farmers’ Market starts outside May 11

**Lakeland Park:**

Kayak launch area has been filled, graded and seeded.

Kurt and I met with Town of Cazenovia Representatives Bill Zupan and Kristi Andersen to see if there were opportunities for the Town to off-set expenses to the parks. They were very receptive. We discussed particular items that may need to be purchased as well as looking at the cost of running the waterfront during the summer. We are giving them a variety of options for them to review considering the Town’s use of the parks.

**Lakeside Park Boat Launch – Opened**

For the month of April 2019

117 Village/town permits issued

88 out of town issued

For the month of April 2018

122 Village/town permits issued

72 out of town issued

**This coming fiscal year the Village should again review the fee structure for park use.** Groups using facilities throughout the summer, Men’s Softball and Cazenovia Baseball/Softball Association are charged $275 for use most of the summer. In some cases other groups cannot use other resources at those parks during those times.

Burton Street Fields are scheduled April 1 – July 31 M – F 5 pm – dark and Saturdays 9 – 4 pm

Lakeside Park Fields are scheduled May – August 9 Monday –Thursday and two tournaments

**Village Court:**

March 2019 Receipts:

Judge Moore: $9616

Judge Fischer: $ 95

$9711

Comptroller’s Report for Village Court for month of March 2019 = $5821 revenue

April 2019 Receipts:

Judge Moore $9933

Judge Fischer 50

$9983

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Trustee Mann presented her monthly report:

**TREES**

The Tree Commission held its annual Arbor Day observance on Saturday, April 27. This year’s planting was a red oak in Lakeland Park, in honor of longtime National Grid arborist Brian Skinner. Tree Commission member Jim Maloney said a few words in dedication to Brian and his service not only to Grid but to many local municipalities.

We are in the process of organizing both our planting and work lists for 2019. Our next planting will be a donation from the Lions Club, also in Lakeland Park. We are meeting with Catherine Savage this Friday to figure out the details.

**LAKELAND PARK/KAYAK LAUNCH**

Cleanup and restoration of the launch area has been completed by DPW.

**DPW**

See Bill’s report below:

**Streets** Snowplowing

Street sweeping has started for the season.

Spring cleanup continues.

Brush pickup has started and runs through May 17th

Cold patching has been completed

Plows and sanders have been removed.

Drainage work has been completed at the kayak launch

**Buildings** Both bathrooms at the parks have been open for the year

Fountain at Fenner Street has been installed

**Cemetery** Cleanup has started.

2 Burials this month

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RESOLUTION #44 - BE IT RESOLVED that the Village of Cazenovia through its governing body the Board of Trustees, hereby agrees to accept the low bid from Monroe Tractor to purchase a new Case Loader for $ 129,334 under NYS bid # PC67265 by a vote of 5-0.

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Upon a motion by Trustee Mann, seconded by Mayor Wheeler the Board declared the 2005 loader as surplus and authorized Public Works Admin. Bill Carr to either list it for sale or use it towards a trade in by a vote of 5-0.

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Trustee Porter presented his monthly report:

**Sewer/Water**:

* Water pumped last month was 7.1 Mgal >>> 235.5 kgal/day – historic ave is 8.6 Mgal for month of April Water usage for April has been ave. 7.7 Mgal for previous five years. This is the lowest recorded water usage for month of April since we started tracking in 1987.
* Erieville Nelson Water District: Bid documents for proposed system have been prepared and a copy provided to the Village.
* New Water Well: Jim Stokes has reached an agreement with the Contractor regarding leakage associated from artesian pressure. The Contractor will install a new floor drain and piping for $7K to handle floor drainage.
* Bill Carr has started to plan for the future change out of new water meters. Request a permissive referendum to take up to $250K ($200K now and $50K at beginning of new fiscal year) from water infrastructure fund for the purchase of water meters and associated electronic monitoring equipment, software and training. Currently $216,473 in fund with an additional $80K to be added next budget cycle.
* Recommended water rate schedule increase of 8% was announced/explained in 4/15/19 water bill sent to water customers. Also, water customers were alerted to proposed water meter change out.
* Bill Zupan and Jim Cunningham would like to meet with the Village regarding an upcoming EPA inspection of collection systems as part of state and national discharge permits. One of the items to be included in the inspection is infiltration of ground water into the sewer collection piping. Even though the Village has made improvements to segregate storm sewer runoff from the sanitary sewers, it is possible that there are other storm water or ground water flows entering the Village sewer piping.

**Fire Dept:**

* Chief Tim Parisou has requested that some unused funds not used for LOSAP be applied to purchase of new turnout gear. The plan is to use part or all of any unused budgeted LOSAP funds for purchase of new turnout gear.
* Fire Dept. Member Applications: ­­­­­­­­­­­­­­­­­­­­­­One new member but have not yet received application.
* Two firefighters recently complete their State mandated fire training to become certified N.Y. State Firefighters. Both started as Junior Firefighters. The two finished in the top of their class. This is a significant achievement as the state-mandated training is quite rigorous.

**Sustainability**:

* Solarize NY Summary (solar PV project at Chenango St. Water Plant):
  + Abundant Solar has been at the WTP site doing some preliminary investigation into the electrical interface for the new PV array.
  + 1/7/19: Received email from National Grid that the application for the PV project has been accepted.
* LED Street Lighting Project:
  + 5/6/19: National Grid (NG) said they were able to get the street lighting mortgage indenture discharged earlier this year, relieving the requirement to have the mortgage indenture released as part of the asset sale.  To address this change, as well as responsibilities for stray voltage testing, NG has prepared an amendment to the purchase and sales agreement for the Village to sign.
  + 2/20/19: Received approved Section 70 Petition from National Grid that allows moving forward with LED Street Lighting Project. Tentative schedule for lighting retrofit appears to be Spring 2019.
* Misc Sustainability Update:
  + 4/13/19: Cazenovia College Energy Fair. DB Porter set up a table and presented in a round table presentation on behalf of the Village.
  + 2/25/19: Attended local United Climate Action Network (U-CAN) meeting as representative from Village.

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Upon a motion by Trustee Porter, seconded by Mayor Wheeler the Board approved payment of $7,000 to Layne Christensen Company to install the floor drain to the additional well by a vote of 5-0:

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Upon a motion by Trustee Porter, seconded by Mayor Wheeler the Village Board approved the following resolution by a vote of 5-0:

RESOLUTION #45 – RESOLVED, subject to permissive referendum, to expend up to the sum of $200,000.00 from the Water System Infrastructure Capital Reserve Fund Account of the Village of Cazenovia for the purpose of purchasing Phase 1of a Neptune Water Meter System.

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Upon a motion by Trustee Porter and seconded by Mayor Wheeler the Board approved the amendment prepared by National Grid for the purchase of the Village of Cazenovia street lighting and authorized the Mayor to sign such document by a vote of 5-0.

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Upon a motion by Mayor Wheeler, seconded by Trustee Porter the Board approved the following sign requests by a vote of 5-0:

1. Caz Rowing Club would like to put a sign on Lakeland fence 10 days prior to the June 1st learn-to-row and the July 4th Pancake Breakfast
2. Caz Fire Dept would like to put a sign on Lakeland fence one month prior to the Firefighter Ball scheduled for 6/1

Upon a motion by Mayor Wheeler and seconded by Trustee Mann the Board approved the following requests:

Park Requests:

1. Sept 7th – Sat. Lakeland Park 2:00 – 4:00 Lizzie Marris – Wedding Ceremony

Other Requests:

1. May 27th Caz. American Legion Post 88 Memorial Day parade request forming at the high school at 10:00 with the parade starting at 10:30
2. Caz High School Physical Ed. Dept. requests using Lakeland Park May, 28th – May 31st for their annual canoeing / “Lake Days” unit.

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Upon a motion by Mayor Wheeler and seconded by Trustee Fellows, the Board approved the following resolution by a vote of 5-0:

RESOLUTION # 46 – BE IT RESOLVED, that the Village of Cazenovia through its governing body, the Board of Trustees, hereby authorizes the following budget transfers:

1) To: A-3120.102 $ 1,007.74

(Police – Overtime)

From: A-3120.1 $ 1,007.74

(Police – Personal Services)

2) To: A-3120.41 $ 318.19

(Police – Repairs/Maint of Cars)

From: A-3120.44 $ 318.19

(Police – Training)

3) To: A-3120.413 $ 763.17

(Police Misc.)

From: A-3120.421 $ 576.67

(Police -Computer/Software)

A-3120.1 $ 186.50

(Police – Personal Services)

4) To: A-3410.2 $ 13,013.00

(Fire – Equip & Capital)

From: A-3410.8 $ 13,013.00

(Employee Benefits - LOSAP )

5) To: A-3410.2 $ 8,130.44

(Fire – Equip & Capital)

From: A-3410.422 $ 8,130.44

(Fire Protection - Insurance)

6) To: A-3410.418 $ 283.49

(Fire Protection – Gas/Electric)

From: A-3410.422 $ 283.49

(Fire Protection – Insurance))

7) To: A-3410.424 $ 216.00

(Fire Protection Compressor)

From: A-3410.422 $ 216.00

(Fire Protection - Insurance)

8) To: A-3410.451 $ 111.64

(Fire Protection Compliance Acct)

From: A-.3410.429 $ 111.64

(Fire Protection – Repairs/Painting)

9) To: A-1620.4 $ 2,440.32

(Buildings Contractual)

From: A-1620.418 $ 2,440.32

(Buildings Elec/Gas/Telephone))

10) To: A-1620.4 $ 45.72

(Buildings – Contractual))

From: A-5110.413 $ 45.72 (Maintenance of Roads -Misc Expense)

11) To: A-1950.4 $ 34.62

(Taxes & Assessment on Municipal Property)

From: A-5110.413 $ 34.62

(Maintenance of Roads – Misc Expense)

12) To: A-8020.1 $ 3,100.00

(Planning Clerk Salary)

From: A-8020.41 $ 3,100.00

(Planning Chairman Expense)

13) To: A-9010.8 $ 4,846.00

(NYS Retirement)

From: A-9060.8 $ 4,846.00

(Hospital/Medical Ins)

14) To: A-7140.429 $ 39,936.63

(Park Wall)

From: A-9060.8 $ 39,936.63

(Hospital/Medical Ins)

15) To: A-3410.423 $ 1,454.76

(Fire Protection Diesel & Repairs)

From: A-3410.429 $ 1,454.76

(Fire Protection Repairs, Painting, Etc.)

16) To: F -960 $ 25,000.00

(Appropriations)

To: F -8340.2 $ 25,000.00

(Water – Transmission/Dis. Equip & Capital)

From: F -511 $ 25,000.00

(Appropriated Reserves)

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Upon a motion by Mayor Wheeler and seconded by Trustee Porter, the Board approved the payment of the Village bills for the month by a vote of 5-0 (see attached list).

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Motion made by Mayor Wheeler and seconded by Trustee Mann to enter into a brief executive session at 8:35 p.m. by a vote of 5-0

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The Village Board moved out of executive session at 8:58 p.m. There were no motions, proposals, or decisions made in executive session.

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Motion made by Mayor Wheeler and seconded by Trustee Fellows to adjourn meeting at 8:59 pm by a vote of 5-0.

Respectfully submitted,

Katherine A. Burns

Village Clerk