

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 September 21, 2015 at 6:30 p.m. Members in attendance were Mayor Jeff Katz, Trustees Ellen Tillapaugh, Cynthia Falk, James Dean, Joan Nicols and Louis W. Allstadt. Trustee Bruce Maxson was absent. Also in attendance were Village Treasurer Derek Bloomfield, DPW Superintendent Brian Clancy, Zoning Officer Tavis Austin, and Village Clerk – Teri Barown. There were three (3) 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 asked if there was any public comment.

Public Comment – Will Walker, 22 Maple Street, stated that he was in attendance to speak on behalf of the complete streets policy under consideration at tonight’s meeting. He said he believes the policy as presented takes into consideration all users, motorists, pedestrians and cyclists and would encourage the Trustees to adopt it.

Marc Kingsley, 12 Chestnut Street, stated he was also in attendance to speak in support and on behalf of the Trustees adopting the complete streets policy. He said he feels it is good for all users.

Minutes – Mr. Allstadt made a motion to accept the August 24, 2015 minutes with corrections as submitted. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Ms. Tillapaugh made a motion to accept the minutes of the August 31, 2015 special meeting as submitted. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Zoning Official’s Report – A copy of the Zoning Official’s Report was provided in the Trustee packets.

Mayor Katz asked Mr. Austin to emphasis to the Planning Board the request of the Trustees of recommending a consolidated law for the tree ordinances.

Mr. Austin reviewed with the Trustees the Historic Preservation and Architectural Review Board’s discussion regarding when demolition is invoked.

Copies of the Planned Development District Law and recommendations regarding the same were included in the Trustee packet for review prior to tonight’s meeting. Mayor Katz stated that a few years ago this proposal came under consideration, which gives the municipality flexibility to take a property and allows the Trustees to obtain businesses and ideas that are of a benefit to the Village. He stated that the Village can go out to seek businesses. He stated that it does not allow uses not already allowed in the Zoning Law.

Mayor Katz made a motion to set a public hearing for the October 26th Trustee meeting at 7:00 p.m. or as soon thereafter as can be heard. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Dr. Falk made a motion that the Village Board of Trustees intends to be lead agency, to notify Otsego County Planning Department of the intent and review the proposed change to the Village zoning law. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Mr. Austin noted that unregulated tourist accommodations are close to being wrapped up. He stated that there is one out of town owner and the Court has stated that service needs to occur within the Village.

Mrs. Nicols made a motion to accept the Zoning Official's Report as presented. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Public Comment (cont.) – Dennis Savoie, Fly Creek, stated that as an ORCA founding member and Vice-President of the NY Biking Coalition he has been interested in complete streets for decades. He stated that there are already legal roadway issues regarding pedestrian and cyclists and he would like to see to it that the road is safe for all users. He said he believes there is no downside to the proposed policy and is asking that the Trustees support what is being discussed. He stated that awareness is needed.

Police Committee – A copy of the September Police Committee minutes was provided in the Trustee packets.

Ms. Tillapaugh noted that Mr. Clancy is looking at LED solar powered stop signs for both sides of Walnut based on recommendations noted from Mr. Redding.

Ms. Tillapaugh stated that Complus is still working with collections under the three year agreement with the Village which is set to expire next March. She stated that after a conference call with Complus last week at the Town Court and under the current contract Complus is only authorized to go back to August of 2011 and the recommendation would be to provide them authorization to go back to August of 2010. Ms. Tillapaugh made a motion to authorize Complus to attempt collection of tickets back to August of 2010. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Body Worn Camera Policy – Ms. Tillapaugh reviewed the revisions as noted from last month's meeting. Mr. Tillapaugh stated that he feels the policy covers the needed areas. He said you will know within a few months if there is a problem with a particular arrest.

Following discussion it was recommended to change storage to 90 days where indicated in the policy and expand server capacity if needed.

Ms. Tillapaugh made a motion to adopt the body worn camera policy with revisions as stated. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Chief Covert gave a presentation on an outreach addiction referral program that he would like to institute within the Village. He stated that there is a large drug problem in the Village and there was one fatal overdose in the past month. He said just last week his department was called to the scene of an overdose and was able to administer Narcon and bring back the individual. He said after evaluation by Bassett the same individual was released 2 days later.

He stated that one step in the process is to install a medication box outside of the office provided by the Bureau of Narcotics to be made available to the public for disposal of drugs. He stated that the DEA will be responsible for removing the drugs and destroying them. He said that this will be an aid to the families of addicts to get rid of narcotics from the home.

He stated that the second step he would like to institute is an Addiction Outreach and Referral Program mirrored on a program instituted in Gloucester, Massachusetts. He noted that information from both Gloucester, Massachusetts and Broome County where the program has been instituted was included in the Trustee packets for review.

He stated that CVS is willing to provide Narcon kits to families and E911 will make a DVD explaining procedures to include in each kit.

He stated he is asking Board of Trustee approval to pursue the program as long as it is of no cost to the Village.

Mayor Katz asked if Otsego County is looking to participate in the program. Chief Covert stated that he hasn't discussed it yet with the Sheriff as he wanted to wait to see if the Trustees wished to pursue it.

Mayor Katz asked how this will fit in the department with current staffing. Chief Covert replied that he would be the person who would be taking complete administration of this task and as he is salaried employee it would not create any additional expense to the Village.

Ms. Tillapaugh made a motion to authorize Chief Covert to proceed with the PAARI/Angel Initiative Program and report back to Police Committee regarding progress with the program. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

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

Discussion was held regarding an issue with skunks near the fire department due to the dumpster at the restaurant. A couple of names were suggested for nuisance control

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

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Doubleday Field Advisory Committee – A copy of the September committee minutes was provided in the Trustee packets.

Mayor Katz made a motion to grant a credit of \$400 to David Treska for one game during the 2016 season following scheduling of tournament and individual games. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Mayor Katz made a motion to approve the change to the 2016 Doubleday application for inclusion of the 60 day cancellation language as provided by Ms. Tillapaugh. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Discussion was held regarding the committee's recommendation not to allow use of the field by a 7-8 year old team. It was felt that if there are vacant time slots on the field then why would we deny this type of request. Mayor Katz will follow up with Mr. Hasak.

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

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

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

Dr. Falk made a motion to adopt the Complete Streets Resolution with language as contained in the draft dated September 14, 2015 and provided to the Trustees. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Dr. Falk provided tree marker designs for identification of the tree species planted on Main Street. She stated that the Lake and Valley Garden Club is willing to donate the markers to the Village if they can be listed.

Dr. Falk made a motion to accept the proposal of the Lake and Valley Garden Club to donate the tree markers to the Village of Cooperstown for identification of the tree species planted on Main Street listing their organization as donor with the tree marker dimensions of 6" x 4". Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Dr. Falk noted that to date parking revenues are \$369,343 for the calendar year and that Doubleday Field parking lot revenues are ranging from \$700 to \$1,000 a day.

She encourage the Trustees to try the kiosks at Doubleday Field as the screens have been updated to provide less glare and the screen is more user friendly.

TEP Project – Discussion was held regarding providing accessibility from Main Street to the bridge. Dr. Falk noted that the committee felt the easiest way would be to put a sidewalk back on the east side of River Street between Main and Lake Streets with a mid-block crossing. It was noted that there is also a need to coordinate a way to get to Council Rock.

Discussion was held regarding line painting and driveway boxes and their legality. Mr. Tillapaugh stated that he feels it would be defensible to ticket cars for parking too close to the driveway as to block the owners from getting in and out safely. He stated the other alternative is to pass a local law that parking cannot occur within so many feet of a driveway, but this would require additional signage on streets. He stated his suggestion would be to start with ticketing for parking too close as he feels he can make the argument that it is effectively blocking the driveway. Trustee consensus was to proceed with this method to start.

Railroad Crossing at Walnut Street – Mr. Tillapaugh stated that Leatherstocking Railroad is arguing that their railroad is not subject to the street surface railroad definition of maintaining the crossing. Mr. Tillapaugh stated he received correspondence regarding this issue and would go back and check his files so that he can readdress the issue with the railway.

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

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

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

Mr. Allstadt noted that minor clarifications are needed on the leases with the Village and Library and Art Association and then they will be ready to be distributed.

Mr. Allstadt stated he feels we should have a contractor in place soon to put the attic insulation in.

He noted completed the covering the skylight and that there is virtually no difference noted since it has been covered.

Mr. Allstadt reviewed discussion held at the committee regarding how to proceed with the overall project in the event funding is received from the CFA that would provide significant funding towards infrastructure repairs. He stated that committee agreed with a proposal of making upgrades to the ballroom portion of the building including catering space as discussed with HKK architects as a separate initial phase.

He said that current estimates would put the ballroom phase at approximately \$260,000 with only \$50-60,000 eliminated by not including the catering portion.

He stated that the committee is requesting a sense of the Board of Trustees regarding the proposal.

Mayor Katz stated that outside funding would need to drive the project. Dr. Falk stated she would look into NYSCA funding. It was also noted that this project would not be able to begin any sooner than the 2017-18 fiscal year.

Mr. Allstadt noted that the electrical engineer has reviewed the wiring and feels the issues can be addressed by installing ground fault interrupters rather than re-wiring the entire building. He stated this would be a substantial savings over the initial estimate. Dr. Falk noted it would also reduce the budget item as proposed in the CFA application.

Mr. Allstadt provided a photograph of rot in one of the front pillars at the main entrance to the Library. He said he feels that this needs to be an emergency repair prior to the winter weather. He is having contractors take a look and provide estimates.

Ms. Tillapaugh noted that the leases with the Art Association and Library need to be completed as she questioned as to whether we are collecting rent from the Art Association as agreed to be included in the lease.

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

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Tree Committee – A copy of the September committee minutes was provided in the Trustee packets.

Ms. Tillapaugh made a motion to accept the Tree Committee report as submitted. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

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

Mr. Bloomfield noted that the hard close of the trail year has been conducted in Edmunds. He stated that there still is a bit of housekeeping regarding posting the bond payment made and applying interest from Bank of Cooperstown to various bank accounts.

Discussion was held regarding surplus reports from Edmunds in a similar format to what has been received in the past.

Finance and Personnel Committee:

Finance:

Trustees reviewed the August 2015 RBC Wealth Management statement.

It was noted that correspondence was received from Time Warner Cable regarding the expiration of the current franchise agreement in 2018. Mr. Bloomfield will look into information at the upcoming NYCOM Fall Training regarding renegotiation of the franchise agreement.

Streets:

Ms. Tillapaugh made a motion to declare the Ford Explorer and Ford F350 pickup as surplus equipment to be sold as is. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Capital Projects:

Ms. Tillapaugh made a motion to approve pay request 6 and 7 from Barton & Loguidice for TEP project billing as submitted in the total amount of \$13,439.69. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Ms. Tillapaugh made a motion to approve payment application no. 6 from Central Paving for the Main Street project for extra paving, permeable paving and electrical in the amount of \$94,618.34 with payment being held until receipt of specific dates for completion of punch list items for the project. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Personnel:

Ms. Tillapaugh made a motion to approve the conference and training request of Brian Clancy and Mitchell Hotaling to attend NYCOM Public Works School October 25-28 at the Otesaga. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Ms. Tillapaugh made a motion to approve the conference and training request of James Kelman to attend Property Evidence Room Management Training December 14 and 15 as submitted. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Ms. Tillapaugh made a motion to appoint Bruce Baker as a part-time police officer effective September 22, 2015 at a pay rate of \$17.50 per hour. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Ms. Tillapaugh made a motion to accept the resignation of Jordan Scerbo from the position of part-time police officer effective August 14, 2015. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Trustees reviewed the overtime analysis for payrolls 44 and 45 and hour of leave report for August 2015.

Ms. Tillapaugh made a motion to approve the conference and training request of Eric and Alicia Pierce to attend Vital Signs training from October 24 – 25 as submitted. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Mr. Allstadt made a motion to authorize Quinton Hasak to provide a presentation regarding Doubleday Field at Syracuse University at a date yet to be determined in October. Mrs. Nicols seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Ms. Tillapaugh made a motion to approve the following abstracts and transfers:

Abstracts:

General	3a	36,735 PR #44
	3b	32,438 PR #45
	A3a	109,833 Non-payroll expenses paid
	A3b	76,673 Non-payroll expenses
Water	3a	7,448 PR #44
	3b	7,307 PR #45
	F3a	3,435 Non-payroll expenses paid
	F3b	18,196 Non-payroll expenses
Sewer	3a	7,061 PR #44
	3b	7,077 PR #45
	G3a	5,746 Non-payroll expenses paid
	G3b	35,194 Non-payroll expenses
Trolley	E3a	7,828 E - Non-payroll expenses paid
	E3b	4,595 E - Non-payroll expenses
	ET3a	7,617 ET - Non-payroll expenses paid
	ET3b	1,560 ET - Non-payroll expenses
Capital projects	HMS3a	607 Non-payroll expense
	HTP3a	49,625 Non-payroll expense

Budget modifications and transfers:

G-8130-200	Sewer treatment equipment	19,910 Increase
G-9901-900	Transfer to sewer reserve	19,910 Decrease
RBC repair		
HMS-5110-240	Construction costs	607 Increase
A-9950-900	Transfers to capital projects fund	607 Decrease
Electrical work on Main St poles		

Website – Dr. Falk asked the Trustees to consider volunteers who might be interested in being a web content developer for the Village site.

Dr. Falk noted that Dan Crowell gave an outline regarding bed tax and stated that distribution is certainly not a done deal. He stated that there is no guarantee that it will make the final County budget.

Mayor Katz stated that when the announcement was made by the County, it was portrayed that the bed tax distribution was approved and passed.

Dr. Falk noted that the Saturday after Thanksgiving is Small Business Saturday. She will be preparing an article for the Village Voices and the website.

Mrs. Nicols made a motion to accept the Economic Development and Sustainability Committee report as presented. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

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

Mrs. Nicols stated that Mr. Callahan reports the Fairy Spring Park is often crowded and noisy due to Dreams Park visitors. It was suggested that the fee structure for use of the pavilion be revisited to include an out of County rate in addition to Village/Non-Village resident rate currently place to address the increased use of the pavilion by the Dreams Park families.

It was also stated at the meeting that Mr. Callahan feels that a sign with a list of regulations should be placed at the park, as individuals, specifically those from Dreams Park, do not adhere to them when told verbally.

Ms. Barown noted the above suggestions were never made at the weekly meetings occurring throughout the summer she instituted with the caretakers.

Mrs. Nicols stated discussion occurred regarding establishing a dog park at Badger Park.

Mrs. Nicols stated an updated estimate for the stairs at Council Rock Park is being worked on as well as discussion regarding the need for handicap access to the park.

Mrs. Nicols stated that quotes for replacement of the chimney and foundation repairs at Fairy Spring are being worked on.

She stated that discussion occurred regarding an inventory list of parks and maintenance needs at each one needs to get done with methods of scheduling the work needed.

Mrs. Nicols stated that Mr. McCaffery discussed the need to look at caretakers salaries and provide a method of longevity for those providing long term service.

She stated that it was noted that the movies at Lake Front were not well attended this year and it was suggested to possibly work in conjunction with special events.

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

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Water and Sewer Boards – A copy of the minutes for the Water Board and Sewer Board was provided in the Trustee packets.

Ms. Tillapaugh made a motion to accept the Water Board and Sewer Board reports as submitted. Dr. Falk seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Permits:

Mayor Katz made a motion to approve the following use permits as submitted and on file with original minutes:

- Friends of the Library – Sunday programs on various dates 2015/16
- Village Library – Saturday programs – various dates
- Catskill Area Hospice – Tree of Life – Library Lawn.

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

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

New Business:

Detour information for culvert replacement on Upper Main Street was reviewed and following discussion Dr. Falk made a motion to permit New York State Department of Transportation to use Grove Street as a detour for Upper Main Street with signage to be placed at locations 2 and 3 as indicated on the map on file with the original minutes. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Mayor Katz made a motion to adjourn to executive session at 9:07 p.m. to discuss the work history of particular individuals, discuss union contract negotiations and discuss a contract issue. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Ms. Tillapaugh made a motion to return to regular session at 10:32 p.m. Mr. Allstadt seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

Mr. Allstadt made a motion to approve the probationary appointment of Mitchell Hotaling to the position of Street Superintendent at an annual salary of \$43,000 effective September 22, 2015 and ending September 21, 2016. Ms. Tillapaugh seconded the motion and a vote had the following results:

AYES: Tillapaugh, Falk, Dean, Nicols, Allstadt Motion carried.

