

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 October 23, 2017 at 6:30 p.m. Members in attendance were Mayor Jeff Katz, Trustees Ellen Tillapaugh, Cynthia Falk, James Dean, Bruce Maxson, Lou Allstadt and Richard Sternberg. Also in attendance were Village Treasurer Debra Guerin, Village Attorney Martin Tillapaugh, Zoning Enforcement Officer Jane Gentile, and Village Administrator – Teri Barown. There were twelve (12) 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 – William Rigby, 73 Elm Street, stated he is attending regarding NY Pizzeria’s exhaust fan and that he has been asking for something to be done about since Labor Day. He noted that promises have been made to make it quieter and nothing is happening. He stated it is also bothering Amy Stack, Mr. and Mrs. Lambert and Mr. and Mrs Badgely. He stated is not going to let go of this and hopes for a solution soon.

Minutes – Ms. Tillapaugh made a motion to accept the minutes of the September 25, 2017 meeting with corrections as submitted. Mr. Allstadt seconded the motion and a vote had the following results:

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

Zoning Official’s Report – A copy of the Zoning Official’s Report was provided in the Trustee packets and reviewed by Mrs. Gentile.

Mrs. Gentile noted that she has been working with Mr. Vezza of NY Pizzeria regarding a couple of possible solutions and noted that he is not in violation of the noise ordinance.

She inquired as Tourist Accommodation renewals have to be returned by November 1, as to how to handle late submissions. Mayor Katz stated that it is crucial to stress the deadline and that if a new law is in place and they haven’t submitted renewals they will be subject to the new law as adopted. Mrs. Gentile was requested to reach out to those who have yet to submit and advise that there is a hard deadline due to the moratorium.

Discussion was held regarding a metal pipe rail fence submitted by CVS to run along the Beaver Street sidewalk adjacent to the parking lot due to a drop from the sidewalk to the parking lot. Following discussion Mayor Katz made a motion to allow a fence of some design, with design to be approved by HPARB. Mr. Allstadt seconded the motion and a vote had the following results:

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

Mayor Katz recommended HPARB call a special meeting as soon as possible to decide on the fence design.

Ms. Tillapaugh made a motion to accept the Zoning Officials Report as presented. Dr. Sternberg seconded the motion and a vote had the following results:

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

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

Mr. Allstadt noted that the 10 year lease between the Village and Cooperstown Art Association has now been signed.

He stated that the lighting and AV installation is now complete in the ballroom and noted curtains are done and chairs have been delivered.

Mr. Allstadt stated that the architects are moving forward with specifications for the 22 Main Street projects.

Ms. Tillapaugh 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, Maxson, Allstadt, Sternberg Motion carried.

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

Ms. Guerin provided additional transfers that will be reviewed under the Finance report.

Finance and Personnel Committee

Finance:

Trustees review the September 2017 RBC Wealth Management statement and the portfolio review for the period ending September 2017.

Mayor Katz made a motion to approve the Penflex Service Fee Agreement including preparation of the Finance Disclosures for the NYS LOSAP audit package and GASB 73 package. Mr. Allstadt seconded the motion and a vote had the following results:

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

Trustees reviewed the sales tax report.

Mayor Katz made a motion to approve the Edmunds and Associates software maintenance invoice for 2018, with half to be paid out of 2017-18 budget and the remainder from the 2018-19 budget according to the established schedule. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

Mayor Katz made a motion to authorize renewal of the retiree health plan with CD-PHP with a 3% premium increase for 2018. Mr. Allstadt seconded the motion and a vote had the following results:

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

Dr. Sternberg made a motion to authorize the Treasurer to apply to Community Bank for credit cards for use by Departments \$3,000 credit limit each (Administrator, DPW, Treasurer). Mr. Allstadt seconded the motion and a vote had the following results:

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

Donations:

Mr. Maxson made a motion to accept the donation from Friends of the Park in the amount of \$5,000 towards repair of the retaining wall. Dr. Falk seconded the motion. It was noted that \$5,000 is still outstanding from the Friends. A vote on the motion had the following results:

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

Doubleday:

Mr. Maxson made a motion to accept the Otsego County IDA contribution in the amount of \$15,250 and budget modification by increasing A2705 (General Fund Revenue) and A7140-440 (General Fund Appropriations – Doubleday Field Contract – Professional Services. Dr. Falk seconded the motion and a vote had the following results:

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

Mr. Allstadt made a motion to accept the proposal of Lilypad EV, LLC for the purchase of a EV charging station pursuant to their proposal with 80% covered by grant monies and a 20% local share. Dr. Falk seconded the motion and a vote had the following results:

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

Buildings:

Mr. Allstadt made a motion to authorize the proposal submitted by A. Treffeisen & Son to repair leaks found in a pipe while installing the boiler, at a cost not to exceed \$3,849. Dr. Falk seconded the motion and a vote had the following results:

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

Mr. Allstadt made a motion to authorize the service agreement renewal with Postler & Jaeckle Group for boiler maintenance – 22 Main Street at a cost of \$3,000. Dr. Falk seconded the motion and a vote had the following results:

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

Mr. Allstadt made a motion to adopt the proposed fee schedule for events held in the ballroom of 22 Main Street with the addition on an \$150 refundable clean up fee. (copy of schedule on file with original minutes) Dr. Falk seconded the motion and a vote had the following results:

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

Mr. Allstadt made a motion to approve the Kaps Krew Invoice for electrical wiring for the AV/Lighting project in the ballroom at a cost of \$4,064.40. Ms. Tillapaugh seconded the motion and a vote had the following results:

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

Mr. Allstadt made a motion going to bid for the library window project and gutter project. Dr. Falk seconded the motion and a vote had the following results:

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

Streets/Water/Sewer

Mayor Katz made a motion to approve payment to G. DeVincentis & Son Construction for the Pioneer Street Reconstruction Project – Pay Application No. 1 in the total amount of \$202,378.50. Dr. Sternberg seconded the motion and a vote had the following results:

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

Streets:

Dr. Falk made a motion to purchase a new flag pole in an amount not to exceed \$5,000. Mr. Allstadt seconded the motion and a vote had the following results:

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

Parks:

Ms. Tillapaugh made a motion to authorize going to bid for the replacement of Dock No. 1 at Lake Front Park. Mr. Allstadt seconded the motion and a vote had the following results:

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

Mayor Katz made a motion to authorize the transfer of \$2840.157 from A 5112-440 to A7110-460 parks paving and sealing. Dr. Sternberg seconded the motion and a vote had the following results:

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

Personnel:

Mayor Katz made a motion to authorize the training and conference requests as follows:

- a. Seminar for Local Officials – NYS Comptroller’s Office – Training – Cynthia Miller – December 13, 2017 – Troy, NY
- b. Building your EMS Leadership Skills – J. Alessi, S. Clancy, R. Satriano – November 18, 2017 – Speculator, NY
- c. NYS Sports Turf Association – Nov. 15 -17, 2017 – Rochester, NY

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

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

Trustees reviewed the overtime report for payroll 98 and September 2017 hours of leave report through payroll 97.

Dr. Falk made a motion to approve the abstracts and transfers as contained on file with the original minutes. Mr. Allstadt seconded the motion and a vote had the following results:

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

Administrator’s Report

Ms. Barown stated that she, Mr. Hotaling and Chief Covert will attend the Induction Planning Meeting for the 2018 Induction on October 25 at State Police Headquarters in Oneotna.

She stated that she attend a training session on Natural Disaster Awareness for Community Leaders on October 18, sponsored by NYS Homeland Security and Emergency Services.

She noted that she has been working with NYS Rural Water, DEC and Otsego County Personnel to revise the job description for the WWTP Operator Trainee to meet current standards and obtain approval from the County to advertise.

Dr. Sternberg made a motion to accept the Administrator’s Report as presented. Mr. Allstadt seconded the motion and a vote had the following results:

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

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

Dr. Falk stated that new crosswalk signage at West Beaver Street as put in place by CVS is a work in progress and some adjustments are needed.

She noted the following events to bring people downtown: Cooperstown Eats (November 8-14), Small Business Saturday and Winter Carnival.

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

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

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

Dr. Sternberg made a motion to accept the report as submitted. Mr. Maxson seconded the motion and a vote had the following results:

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

New Business:

Mayor Katz noted that a narrative regarding the Tourist Accommodation Law review was placed in the Trustee packets to bring the board up to speed on discussion thus far. He stated he hopes to have a draft of the revised regulations for the November Trustee meeting and set a public hearing in December.

Discussion was held by the Trustees regarding potential changes.

Mayor Katz made a motion to adjourn to executive session at 8:15 p.m. for contract negotiations and the work history of a particular individual. Dr. Falk seconded the motion and a vote had the following results:

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

Mr. Maxson made a motion to return to regular session at 8:35 p.m. and adjourn the meeting. Mr. Allstadt seconded the motion and a vote had the following results:

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

Respectfully submitted,

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