

**VILLAGE OF MANLIUS
BOARD OF TRUSTEES
May 23, 2017 Regular Meeting**

PRESENT: Mayor Whorrall; Trustees Abdo-Rott, Pilewski, McGrew and Pfeiffer.

ABSENT: None

OTHERS:

Rick James, Village Attorney; Martha Dygert, Administrator/Clerk; Daniel Manning & Jared McCormick; Greg Hoover; Rich DeGuida; Steve Sokolic; David Haase; Lisa Lucken; Rishi Aeleti; Kevin Best; Dan Eisenson; Brad Pinsky, Fire Chief; Bob Bennett, Deputy Chief; Chris Sherwood, DPW Superintendent.

Mayor Whorrall opened the meeting at 7:00 p.m. in the Board Room at Village Centre. The Pledge of Allegiance was recited and he welcomed those present.

PRESENTATION – Village Centre Window/Door Proposal

Dan Manning and Jared McCormick of Daniel Manning Architects gave the Board an overview of the proposed Village Centre exterior window & door replacement project for all areas of the building excluding the Manlius Library. Mr. Manning explained the process, showed the Board and public photos of the existing doors & windows and renderings of the proposed upgrades. The windows are original to the building. Mr. Manning based his proposal on an anticipated 2018 project, which will likely be completed simultaneously with the HVAC upgrade.

Asbestos testing has already been done by an outside firm. It was found that there is asbestos in the window caulk and will need to be abated when the project is underway. Mr. Manning explained how this process works with encapsulating the window and air monitoring to comply with the asbestos abatement. This project will include repair and restoration of the original limestone sills. The window upgrade will greatly increase the energy efficiency and reduce the surface glazing with the installation of aluminum panels with a lower U value.

Both projects (window/door & HVAC) are long overdue – the existing conditions in the building are unbearable for the Manlius Police Dept staff; the Manlius Senior Centre; and the public who participate in the programs offered in the gymnasium and auditorium weekly. The total project duration will be approximately 32 weeks and the cost estimate for the window/door project to include drawings, bid specs, notices, financing, asbestos abatement, materials, labor and contingent costs is \$487,800.

Currently an RFP has been sent out requesting quotes for engineering services for the HVAC project. Once this process has been finalized and the Village Board has been given an estimate of the cost of the HVAC upgrade, they will make decisions regarding project financing.

PETITIONER – Greg Hoover, Centerfield Course

Mr. Hoover had requested the opportunity to present his concerns to the Board regarding the maintenance of the storm water drainage facilities in the Centerfield subdivision.

Attorney Rick James stated that he would draft a letter in response to Mr. Hoover's concerns within two weeks.

BID AWARD – Fire Station Security System

The board was presented with correspondence from Construction Associates, Peter Marsenison regarding his recommendation for bid award on the Fire Station Security System bid was Stanley Security. The total amount quoted, less annual maintenance fees is \$66,677. The Village will revisit the annual maintenance charge up until 60 days prior to the warranty expiration. The only other bid received was from Doyle, even though slightly less than Stanley, didn't provide the comprehensive coverage that was quoted by Stanley. It was therefore on **Motion by Trustee McGrew, seconded by Trustee Pilewski to award the bid for security system installation to Stanley Security in the amount of \$66,677.**

MOTION CARRIED 4-0

Glencliffe Dam – NYSDEC Hazard ReClassification Request

Rich DeGuida was present representing MRB Group. Mr. DeGuida distributed a draft response to the NYSDEC for Board review. Rich explained the NYSDEC regulations and their reasoning for denying the request. It is the recommendation of MRB Group that the Village accept the Intermediate Hazard classification "B".

MINUTES

The minutes of the May 9, 2017 regular meeting were presented to the Board for review. **Motion by Trustee McGrew, seconded by Trustee Abdo-Rott to approve the meeting minutes as submitted.**

MOTION CARRIED 4-0

TRAINING REQUISITIONS

- **Praetorian Digital, Inc./EMS1 Academy** Online training Cost: \$1148.00
An explanation of this training request was distributed to the Board prior to the meeting. **Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to approve the Praetorian Digital Inc, online training for medics.**

MOTION CARRIED 4-0

DEPT REQUISITIONS

DPW

- Suit Kote Paving – Military, Kevan & Kelly Cost: \$110,364.37
Motion by Trustee Pilewski seconded by Trustee Abdo-Rott to approve the Suit Kote requisition as submitted.

MOTION CARRIED 4-0

Recreation

- Ralston Supply Tents, Chairs, Tables 4th of July Cost: \$2580.00
Motion by Trustee McGrew, seconded by Trustee Pfeiffer to approve the Ralston requisition as submitted.
MOTION CARRIED 4-0
- Peachjar Inc Flyer Service – School Distribution of events Cost: \$1275.00
Motion by Trustee Pilewski, seconded by Trustee Pfeiffer to approve the Peachjar requisition as submitted.
MOTION CARRIED 4-0
- CirqOvation, LLC 4th of July Performance Cost: \$1200.00
Motion by Trustee Pfeiffer, seconded by Trustee McGrew to approve the 4th of July performance quote pending approval by vendor of contract amendments as submitted by Village Attorney.
MOTION CARRIED 4-0
- CNY Syracuse FunFlicks Summer movie series Cost: \$2300.00
Motion by Trustee Pilewski, seconded by Trustee Abdo-Rott to approve the addition of one event from prior approval, per quote submitted and authorize execution of the agreement by Village staff.
MOTION CARRIED 4-0

ABSTRACTS

As no copy of abstract #021 was submitted to the Board prior to the meeting, Mrs. Dygert provided the Board with a copy to review and recommended the meeting proceed with a vote on the abstract after the Board has had a chance to review.

A copy of Capital Fire Station Abstract #821 was received and reviewed by the Board in the amount of \$25,424.85. **Motion to approve made by Trustee Pfeiffer, seconded by Trustee McGrew.** **MOTION CARRIED 4-0**

DEPARTMENT REPORT

DPW – Chris Sherwood was present to answer questions. Mrs. Bundy of Buffoons had a concern about who is required to maintain a section of grass adjacent to her property. She would like to change this area to stone. Mrs. Dygert researched and found that the section of property she is looking to change is owned by Burger King. A complaint was received from a resident of Brookhill Drive regarding truck traffic (tractor trailers) Chris Sherwood and the Mayor went and looked at signage – one sign states weight limit for the road. The police were going to look and make recommendations regarding possible signage.

No Parking – Memorial Day

Motion by Trustee Abdo-Rott, seconded by Trustee Pilewski to authorize the placement of temporary “No Parking” signs on Academy & North Streets for the Memorial Day parade from 10:00 am until Noon with notification to be sent to the Manlius Police Department. **MOTION CARRIED 4-0**

No Parking – Fourth of July Event

In an effort to prevent blockage of side streets during the Fourth of July parade and subsequent celebration, the Village Board desires that the Manlius Police Department enforce “No Parking” on side streets within the “Old Village” during the event from 9:00 am until after the fireworks, approximately 10:00 pm and this motion was made by Trustee Pilewski, and seconded by Trustee McGrew. **MOTION CARRIED 4-0**

Auditorium Air Conditioning - DPW Superintendent Sherwood stated that he had been asked by the Senior Centre Board to look into an upgrade to the electrical system in the Village Centre Auditorium to accommodate an air conditioning unit for the months of July and August to be rented by the Manlius Senior Centre. The auditorium currently has no air conditioning. Motion to approve was initially made by Trustee Abdo-Rott and then later withdrawn pending receipt of more information in the form of a quote for the electrical work and discussions with the Senior Centre regarding how this would be funded.

Completed Projects: (from written report)

- O/L/F Truck #9
- Replaced Hitch on truck #5 with electrical connections
- Jetted numerous pipes in the old section
- Picked up brush throughout the Village 5/11, 5/12, 5/15, 5/18 & 5/22/17
- Marked out (12) DSNY tickets since 5/09/17
- Turned leaf pile over in DPW yard
- Cleaned out landscape beds around Village to prep for mulch
- Ground approximately 32 stumps throughout the Village
- Replanted 4 trees on Fayette St.
- Cleaning out catch basins in the old section (work in progress)
- Started preparing planters with soil for flower planting
- Replaced “brake cans” on the Packer truck #20
- Mowed E. Seneca and Fayette St and slit seeded
- Fabricated and installed new cooking grill in Mill Run Park
- Clean bathrooms in Mill Run Park
- Picked up metal at Little League fields
- Installed new lexan windshield in the Polaris
- Installed new beacon light on the VC Pick Up
- Camera of storm sewer lines on North St. and Westfield with help of the Village of Minoa
- Cleaned out pickup trucks #2 and #5 and serviced, O/L/F
- Completed sweeping West End
- Extend roadway in Mill Run Park with road grindings
- Repaired roof shingles on Rec. Center

- Repaired #5 truck charging issue
- Purchased cold patch and patched pot holes as needed
- Cut down trees at corner of Arkie and Fayette and in front of ATT
- Replaced "suction bell" on the sweeper truck
- Repaired Warhog nozzle on the Jetter
- Glenclyffe dam inspection complete
- Slit seeded in Mill Run Park and DPW front lawn
- Assisted Eagle Scouts with "Step" project in Mill Run Park
- Removed bocce court in Mill Run Park
- Plow damage in West End
- Repaired antifreeze leak in truck #2

ABSTRACT

After review of Abstract #021, it was **on motion by Trustee McGrew, seconded by Trustee Abdo-Rott to approve the General Fund abstract in the amount of \$51,206.01.** **MOTION CARRIED 4-0**

DEPARTMENT REPORTS

Administrator –

HVAC Amended RFP –the amended version of the previously approved RFP for engineering services for the HVAC upgrade at Village Centre was distributed to the Board. Based on the recommendation of Dan Manning, the RFP included a provision whereby the engineer would provide the Village with an evaluation of the existing system in order to provide the most cost-effective means. The upfront costs will be higher for engineering and design however there is the potential that the overall cost will be lower.

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to authorize the Administrator to send out amended RFP for engineering services as presented. **MOTION CARRIED 4-0**

Goose Control Contract - the proposed contract for goose control for the Village Centre property through Take Flight Goose Management was distributed to the Board. In the past we have entered into a three-year agreement for these services. After meeting with Jeff Lewis and discussing with Janice, it was decided to only propose a one-year agreement for this year and during the course of the year look at other options for this service. It was also changed to coincide with our fiscal year.

Motion by Trustee Abdo-Rott, seconded by Trustee McGrew to authorize the Take Flight Goose Management contract as amended. **MOTION CARRIED 4-0**

Insurance – after meeting with representatives from Haylor, Freyer & Coon on Monday and given an outline of the coverage levels through Trident/Allianz/NGM were superior to coverage provided by NYMIR and thus justifying the slight cost difference between the two proposals (approximately \$2500). The coverage offered through HFC provides for downstream dam failure coverage for both Glenclyffe and Edwards Falls dams. **Motion by Trustee Abdo-Rott, seconded by Trustee Pfeiffer to approve insurance renewal through Haylor, Freyer & Coon.**

MOTION CARRIED 4-0

Storm Sewer Connection – Attorney to draft a storm sewer connection agreement for any property owners wishing to connect to the Village-owned systems. .

Little League – Water Line Install – the Snack Shack is metered separately from the Recreation Building and as such, there wouldn't be additional sewer charges levied on our property and therefore, the Board could consider allowing the Little League to install the water line as requested. **Motion by Trustee Pfeiffer, seconded by Trustee Abdo-Rott to allow the F-M Little League to install a water line to one of the ball fields from the Snack Shack.**

MOTION CARRIED 4-0

Michael Bean – Agreement –the agreement for swan assistance services was distributed to the Board. **Motion by Trustee Abdo-Rott, seconded by Trustee Pfeiffer to allow the Mayor to execute the annual agreement with Mike Bean for swan assistance.**

MOTION CARRIED 4-0

Fire/EMS – Fire Chief Pinsky was present to answer questions. He informed the Board of the success of the Explorers program. He also asked the following:

Fire Police Assistance – Memorial Day Parade

Motion by Trustee McGrew, seconded by Trustee Pfeiffer to allow the Manlius Fire Department, Fire Police, to assist with directing traffic during the Memorial Day Parade. **MOTION CARRIED 4-0**

Mr. Pinsky stated publicly that he wants to be clear that he, as a taxpayer and Republican, applauds this Village for trying to keep taxes under control. To the extent it requires cuts from the Fire Department – there are wants and needs and he understands that they may have to wait until we can afford it.

Codes – report was reviewed

TRUSTEE REPORTS

Trustee Pilewski – Stated that he had met with Justice Barrett to discuss an issue with the bail account which he then discussed with Mrs. Dygert and has been advised that the issue has been handled. He also met with CNYRIC to discuss the possibility of changing IT providers which would realize a substantial cost savings.

Trustee Abdo-Rott - Flowers were being planted. Spade & Trowel Garden Club met at the Gazebo to discuss the garden to be planted in honor of Harold & Betty Hopkinson. The group is working on a plan to present to the Board.

Trustee Pfeiffer – Gave an update on the Codes office filing. She read information regarding building inspections and is proposing a \$50 application fee for the issuance of Business Certificates for Occupancies of 100 or more for an operating permit. Mrs. Pfeiffer explained the local law that was adopted by the Board in 2014. Mr. James to discuss this issue directly with the Codes office and the attorney will then bring a recommendation back to the Board for approval.

Trustee McGrew - Nothing to report.

ATTORNEY REPORT – Mr. James stated that he completed the letter he was asked to draft to the property owner on Ledyard for removal of the tree within the right-of-way and the letter to the property owner on Brookhill Drive regarding the creek dredging. Attorney James advised that he still hasn't heard back from Mr. Jones or anyone representing him with regard to the property donation. He will complete his review of the CirqOvation contract and send the marked up version to the Clerk once it is complete. Is working with DPW Superintendent on a maintenance plan & schedule for the Centerfield Course drainage facility.

MAYOR REPORT

- Will be leaving for the PERMA conference tomorrow with Treasurer Randall.
- Gave an update on the meeting held last week with the County Mayors & Supervisors
- Met with Administrator Dygert and the Fire Chief and FD Administrator to discuss issues with payroll and purchasing compliance. He felt it was a productive meeting.
- Advised that the speaker that had been scheduled for Memorial Day had taken ill and Congressman Katko would be filling in.

Public Forum

A concern over the dangerous crosswalk on E. Seneca Street was mentioned by a resident.

ADJOURN

Motion by to adjourn the meeting made by Trustee Abdo-Rott and seconded by Trustee Pfeiffer.

MOTION CARRIED 4-0

The meeting was adjourned at approximately 9:30 p.m.

Respectfully submitted by,

Martha Dygert
Administrator/Clerk