

A regular meeting of the Village of Liverpool Board of Trustees was held on December 17, 2018 at 7:00 PM at 310 Sycamore Street, Liverpool NY.

Present:	Gary White	Mayor
	Christina Fitch	Deputy Mayor
	Jason Recor	Trustee
	Michael LaMontagne	Trustee
	John Langey	Attorney
	Mary Ellen Sims	Village Clerk
Absent:	Matt Devendorf	Trustee

Also present was Russ Tarby, Eagle News, Chief Morris, Pat Heaton, Steve Breitzka and Doug Gerber from EDR, members of the Cemetery Committee and approximately 20 other persons.

EDR Presentation of Construction Documents – Cemetery Restoration Project

Pat Heaton, Principal of EDR, Steve Breitzka, Landscape Architect and Doug Gerber, Landscape Architect for EDR briefed the Board on the final construction documents for the Cemetery Restoration Project. Two months ago, they presented the plans and have met with the Board and the Cemetery Committee. The final plans are not very different from the plans presented two months ago,

Mayor White asked what the status of the ground penetrating radar is. Pat Heaton replied that EDR will coordinate with the Ithaca College Department of Physics & Astronomy on behalf of the Village to conduct a GPR survey of the areas of proposed disturbances for the Cemetery Project. The purpose of the GPR survey is to confirm that no potential graves/burials are located in areas of proposed ground disturbance and to demonstrate lack of potential impacts in support of the SEQRA and SHPO review of the project.

EDR asked the Village Board to cover the cost of the expenses for the students, which will include hotels, travel costs, meals etc and should not exceed \$1,800.00 Mayor White stated that this is necessary for DASNY and will confirm that the Village is taking all steps to ensure the least amount of disturbances to the area.

Mayor White asked EDR about the potential change of the ground cover. Initially, two plants were proposed that would flower and grow to a height of approximately 2 feet. The common names for the plants were gray dogwood variant and snowberry. Upon the suggestion of the Board and the Cemetery Committee, EDR proposed a juniper. The Juniper plant would retain color during the winter months and is very durable.

Mike Romano, Chair of the Cemetery Committee asked about the markers in the cement that were proposed to designate the sections of the Cemetery.

Based on where the bid comes in, some components of the plan may be alternatives. One suggestion was to have the two signs be alternatives.

Trustee Fitch raised on behalf of the Tree Committee questions about the juniper being a non-native Japanese plant and historic considerations. Pat Heaton said that EDR could make a case to SHPO and it would be up to them. Tim & Lisa Ballantyne of 509 Tamarack Street, and the Tree Committee offered suggested alternative plants.

Adam Woodburn, Tree Committee member and arborist, asked where the construction staging will be located. Mayor White suggested that the Village could possibly ask St. Joseph's Church for an area. Adam also raised concern about protection for tree roots and that the diagram shown would not offer enough protection from root disturbance. EDR stated there would be no deep root excavation. Adam stated that most tree roots are within the top 8-12 inches of the soil. EDR stated they used a boilerplate diagram in the plans but adjustments for fencing around trees would be made on site.

Mayor White asked what the next steps will be. Pat Heaton stated that the next steps will be as follows:

- Ground Penetrating Radar Survey Complete
- Receive the results of the GPR
- Submit GPR survey and final plans to DASNY and the State Historical Assoc.
- Receive feedback from DASNY and State Historical in February
- Bid package out no later than March 2019

Hearing no more questions, Mayor White asked for a motion.

Motion was made by Trustee Recor, seconded by Trustee LaMontagne, to approve the drawings, dated December 13, 2018, EDR Job # 15065, sheet numbers G-001, G002, C-001, C-101, C-102, C- 201, C401, C601-C605 and to approve side agreement for GPR survey services, to approve Juniper and Lace shrub for the slope plantings, to include the stamped in concrete markers and to include the appropriate tree root protection by experts on site. The side agreement for GPR services will not exceed \$1,800.00 and this amount will be reimbursed to EDR upon completion.

Roll Call vote:

Trustee LaMontagne	Yes
Trustee Fitch	Yes
Trustee Recor	Yes
Mayor White	Yes
Trustee Devendorf	Absent

Motion Passed.

Outstanding issues

Mayor White reviewed the outstanding issues with the following updates:

Johnson Park – lights have been installed on the stage cover

Sewer Lining – save the rain grant – Onondaga County should announce awards by end of the month.

Cemetery Restoration Project- final design plans approved December 17th, 2018.

LED Streetlight Conversion- Troy & Banks is currently conducting a street light inventory.

Main Street Grant- Onondaga County will announce awards very soon

Hickory & sixth Street Drainage Project- punch list is being worked on

Employee Handbook- should have draft by January or February

Village of Liverpool Code Book- updates and revisions are being worked on

Public comment period

Don Fellows commented that each month the Village of Liverpool is paying National Grid over \$4,000 in gas and electric fees and converting to LED lights will reduce this amount. Mayor White responded that we are working on the conversion and gathering information. Don Fellows asked if the Village could use VIP money to help with the conversion cost. Mayor White responded that he was not sure if VIP money could be used.

Correspondence

None

Village of Liverpool Tree Law Discussion

Trustee Fitch stated that the Village of Liverpool Tree Law is not ready to be introduced. The draft was distributed to the Board last month and there have been additional comments since last meeting with the Tree Committee. The Tree Committee will continue to meet and discuss the proposed tree law.

2019 Agreement for use of OCRRA Solid Waste Management System

Motion was made by Trustee Fitch, seconded by Trustee Recor, to authorize Mayor White to sign the 2019 agreement for the use of OCRRA Solid Waste Management System.

Roll Call Vote:

Trustee Recor	Yes
Trustee Fitch	Yes
Trustee LaMontagne	Yes
Mayor White	Yes
Trustee Devendorf	Absent

Motion Passed

Reschedule January 21st meeting and February 18th meeting due to the Holidays

Motion was made to reschedule the January 21st meeting to January 15th at 7:00 PM and to reschedule the February 18th meeting to February 12th at 7:00 PM. Motion Passed.

DPW—STATS

Trustee Recor presented the following STATS for the month of November:

- 22 UFPO’s marked
- 13 Sewer Mntc. Calls
- No Sewer Repairs
- No Sign Requests
- No Park Requests
- No Banner Requests

Yard Waste has been completed for the season.

Leaf pickup- The DPW will remove the leaves as soon as possible due to the snow fall.

Police – STATS

Mayor White presented the following STATS for the month of October:

- 233 Traffic Stops
- 229 Traffic Tickets issued
- 04 DWI arrests
- 12 Accidents Investigated
- 06 Parking Tickets issued
- 141 Residential Property Checks
- 446 Incidents

The Liverpool Police Department arrested a total of 40 individuals this month with 64 charges filed.

The LPD will have the following part time officers resign in December 2018:

Officer Frederic Brough – Fred will be pursuing another career.

Officer William Gabriel – Bill is extremely busy with his full time position as an investigator with the Onondaga County Sheriff's Office.

Bicycle Donation

Motion was made by Trustee LaMontagne, seconded by Trustee Fitch, to authorize Chief Morris to donate unclaimed bicycles to the CNY Family Bike Giveaway. The bikes have been recovered by the LPD and are refurbished and then given away to those in need of a bicycle. Motion Passed.

Codes—STATS

Trustee LaMontagne read the following STATS from the codes department for November:

- 4 New project application reviews
- 6 Permits approved or extended
- 21 Construction inspections
- 62 Certificates of compliance
- 7 Complaint inspections
- 10 Fire code Inspections
- 1 Misc. Inspections
- 71 Rental Dwelling Inspections
- 15 Violation Inspections/Re-inspections
- 21 Letters, notices, citations
- 60 Signs removed from Village property
- 15 Miscellaneous Recorded Actions

Financial – Approve abstracts

Motion was made by Trustee Fitch, seconded by Trustee LaMontagne to approve the following abstracts: General Fund Abstract # 7 , vouchers 384-450 in the amount of \$ 185,649.74, Sewer Fund, Abstract #7 , claim # 451-452 in the amount of \$5,208.55; HL Fund Abstract # 7, voucher 454 in the amount of \$ 3,800.00;HS Fund Abstract # 7, voucher # 453 in the amount of \$ 179.00 and HC Fund Abstract # 7, voucher 455 in the amount of \$1,000.

Roll Call Vote:

- Trustee Recor Yes
- Trustee Fitch Yes
- Trustee LaMontagne Yes
- Mayor White Yes

Trustee Devendorf Absent
 Motion Passed.

Monthly Report of the Treasurer was presented to the Board of Trustees.

Transfers:

Motion was made by Trustee Fitch, seconded by Trustee LaMontagne, to approve the following transfers:

From	To	Amount	Number
A1325.44 Clerk Service Agreements	A1325.45 Clerk Travel	43.19	1
A1420.41 Law Labor Attorney	A1440.4 Engineering	1238.04	2
A3120.496 Police computer	A312.493 Police Vehicle supplies	388.65	3
A3120.498 Police Firearms	A3120.499 Police training	250.00	4
A5110.42 Street Mntc materials	A5110.4 Street Mntc Contr	830.25	5
A7510.4 Historian contr	A7510.43 Historian Office Supplies	33.02	6
A7550.22 Holiday lights	A7550.4 Holiday contr	55.00	7
A1325.46 Clerk Training	A8175.4 Debris removal	160.00	8
A8510.4 Community Beautification Contrac	A8510.4r Community Beautification clock	630.00	9
A9785.6 Installment Debt Principal	A9785.7 Installment Debt Interest	.12	10

Motion passed.

Approve minutes of November 19, 2018

Motion was made by Trustee Fitch, seconded by Trustee Recor, to approve the minutes of November 19th as presented. Motion Passed

Adjournment

Motion was made by Trustee Recor, seconded by Trustee LaMontagne, to adjourn the meeting. Meeting was adjourned at 8:23 PM Motion Passed.

Respectfully submitted,

Mary Ellen Sims
Village Clerk Treasurer