

**VILLAGE OF MINOA  
BOARD OF TRUSTEES  
April 20, 2015**

**PRESENT:** Mayor Richard Donovan  
Trustee Abbott  
Trustee Brazill  
Trustee Champagne  
Trustee Christensen  
Clerk Treasurer Lisa DeVona  
Attorney Courtney Hills, Primo & Hills Law Firm

**ALSO PRESENT:** Mike Macko, DPW Superintendent Tom Petterelli, John Sears, Jim Powers, Dan Engelhardt, John Jarmacz, Amanda Sopchak, Dennis Erard, Sharon Hayner

Mayor Donovan opened the village board meeting at 7:00 pm with the Pledge of Allegiance led by Clerk-Treasurer DeVona.

**CLIMATE  
SMART  
COMMITTEE**

Mayor Donovan introduced the members of the Climate Smart Committee and thanked them for their support and dedication to the Climate Smart Action Plan. The advisory committee included DPW Supervisor Tom Petterelli, village mechanic Lance Stolp, WWTP Supervisor Steve Giarrusso, Minoa residents Sheri Hayner, Jim Powers and Dan Engelhardt. The committee was tasked with working with Central New York Regional Planning and Development to develop a plan moving forward as to which energy efficiency strategies would be successful in Minoa.

**PRESENTATION  
CLIMATE  
SMART ACTION  
PLAN AND  
EXECUTIVE  
SUMMARY**

Mayor Donovan introduced Amanda Sopchak, CNY Regional Planning and Development to present the Climate Smart Action Plan and Executive Summary. Amanda Sopchak thanked the Mayor and board for the opportunity to make the presentation. She stated that Climate Smart Communities encourages local governments to adopt a model pledge of climate protection. The village adopted the pledge resolution on March 17, 2014 and completed the Greenhouse Gas Inventory on June 20, 2014. Once the advisory committee was established the work began, with various meetings over nine months, to prepare an Action Plan. Amanda stated the Central New York Regional Planning and Development Board provided information and suggestions to the advisory committee as to which energy efficiency strategies would be successful in Minoa based on the calculations of regarding potential emissions reductions, cost savings, energy savings, and payback period. To view the Climate Action Plan, Executive Summary and Strategy Summary visit the front page of the village website [www.villageofminoa.com](http://www.villageofminoa.com). Ms. Sopchak stated having an adopted plan such as this will help the village and community to reduce energy use, save money and increase the likelihood of receiving future state and federal grants. Mayor Donovan thanked Amanda for the presentation and all her assistance throughout this process.

**CLIMATE  
SMART ACTION  
PLAN**

Trustee Brazill made a motion, seconded by Trustee Christensen to adopt the Climate Smart Action Plan and Executive Summary as presented. All in favor; motion carried. Trustee Brazill thanked the advisory committee and Amanda for their time and assistance in preparing the plans.

**DPW**

***PERMISSION TO ATTEND 2015 HIGHWAY SCHOOL / ITHACA COLLEGE***

Trustee Christensen made a motion, seconded by Trustee Champagne to send Tom Petterelli, DPW Superintendent to 2015 Highway School, June 1-3, 2015, Ithaca College, at a cost of \$110.00 with early registration. All in favor; motion carried.

**CLERK-  
TREASURER**

***MEETING MINUTES – APRIL 6, 2015 ANNUAL ORGANIZATIONAL MEETING***

Trustee Champagne made a motion, seconded by Trustee Brazill to approve the meeting minutes of the annual organizational meeting on April 6, 2015 as submitted. All in favor; motion carried.

***2015 ANNUAL PERMA CONFERENCE***

Trustee Christensen made a motion, seconded by Trustee Champagne to send Jim Landry to PERMA 2015 Annual Conference, May 21-22, 2015, Lake George and Mayor Donovan for one-day session at no

cost to the village. All in favor; motion carried.

***RATIFY PRIOR APPROVAL TO SIGN COMMITMENT LETTER FOR NY PRIZE COMMUNITY GRID COMPETITION***

Trustee Brazill made a motion, seconded by Trustee Champagne to ratify prior approval to sign commitment letter for NY Prize Community Grid Competition summarizing joint agreement to pursue the submission of a project under NYSERDA RFP #3044. All in favor; motion carried.

Mayor Donovan stated he made a presentation to the East Syracuse Minoa Board of Education regarding the commitment letter and joint project. The deadline to submit is May 15, 2015.

**ADOPT 2015-2016  
VILLAGE  
BUDGETS**

A motion was made by Trustee Champagne and seconded by Trustee Brazill to adopt Village Budgets for 2015-2016 in the amount of \$4,218,343.00, with no increase to the Schedule of Salaries and Wages. The amount of appropriations for each fund is as follows: General Fund - \$3,483,078.00; Water Fund - \$0.00; and Sewer Fund - \$735,265.00. The tax rate increases to \$9.23 per thousand. Voting: AYES: Mayor Donovan, Trustee(s) Champagne, Christensen, Brazill, and Abbott. NAYES: 0. Motion Carried.

**FIRE  
DEPARTMENT**

***NYS AFC 109<sup>TH</sup> ANNUAL CONFERENCE – PERMISSION TO SEND ERICH SCHEPP & MATT MCGARRITY***

Trustee Abbott made a motion, seconded by Trustee Christensen to approve the request for Erich Schepp and Matt McGarrity to attend NYS AFC 109<sup>th</sup> Annual Conference, June 17-20, 2015 at the Turning Stone Resort, full conference registration fee for both \$160.00. All in favor; motion carried.

**WTP / CERF**

***NYRWA 36<sup>TH</sup> ANNUAL TECHNICAL CONFERENCE – PERMISSION TO SEND PAT MEEHAN***

Trustee Christensen made a motion, seconded by Trustee Abbott to approve request to send Pat Meehan to NYRWA 36<sup>th</sup> Annual Technical Conference, May 18-21, 2015 at Turning Stone Resort & Conference Center, \$325.00 full member registration fee. All in favor; motion carried.

***INFORMATIONAL ONLY – 25 YEAR ACKNOWLEDGEMENT WITH NYRWA***

A motion was made by Trustee Champagne, and seconded by Trustee Brazill that pursuant to Sewage Pollution Right to Know Act, publicly owned treatment works (POTW) are required to report raw or partially treated sewage discharges within two hours of discovery and NYS DEC requires all POTW's use NY-Alert system to report such sewage discharges therefore the Mayor is authorized to register with NY-Alert and designate WTP Operator Steve Giarrusso as "notifier" for the village. All in favor; motion carried.

**BUILDINGS &  
GROUNDS**

***CNY SHETLAND SHEEPDOG CLUB REQUEST PERMISSION TO USE REES FIELD***

Trustee Brazill made a motion, seconded by Trustee Christensen to approve the request that CNY Shetland Sheepdog Club be allowed to hold their annual match on Saturday, June 13, 2015 at Lewis Park because Rees Field is unavailable due to the spring sports schedule. All in favor; motion carried.

**TRUSTEES'  
REPORT**

Trustee Champagne – nothing new to report.

Trustee Christensen – announced the Greater Manlius Chamber of Commerce will hold their Annual Spring Auction and Dinner, Thursday, April 23, 2015, 5-9pm at the Links at Erie Village.

Trustee Abbott announced he attended the Town of Manlius Police Benevolent Associations awards banquet where past members of the department were honored by the community and the association.

Trustee Brazill announced the newsletter would go out by the end of April and the first car show and concert will be May 15, 2015. Visit [www.villageofminoa.com](http://www.villageofminoa.com) Calendar of Events

page for more details regarding the summer concert series.

**MAYOR'S  
REPORT**

Mayor Donovan reported on the following:

- Annual Spring Auction and Dinner, Thursday April 23, 2015 benefiting the FM Community Outreach in Manlius and Heavens Pantry in Minoa
- Presentation to the East Syracuse Minoa Board of Education earlier this evening regarding the NY Prize, \$40 million competition to help communities create standalone energy systems. For more information please visit [www.nyserda.ny.gov/all-programs/programs/NY-Prize](http://www.nyserda.ny.gov/all-programs/programs/NY-Prize)

**ATTORNEY'S  
REPORT**

Nothing new to report.

**AUDIT OF  
CLAIMS  
ABSTRACT 22**

A motion was made by Trustee Christensen and seconded by Trustee Champagne that the claims on Abstract #22 in the amounts of General Fund - \$52,625.72 (Vouchers 896 - 929), Sewer Fund - \$7,680.97 (Vouchers 373 – 384) for a total of \$60,306.69 audited and paid. All in favor; motion carried.

**PUBLIC  
COMMENTS**

John Sears, 103 S. Main Street asked for the website for the NY Prize competition and then stated he would like it noted that he was the only village resident here tonight that was not on the village payroll or a committee member.

**ADJOURNMENT**

A motion was made by Trustee Brazill seconded by Trustee Christensen to adjourn the village board meeting at 7:37pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa L. DeVona*

Lisa L. DeVona  
Clerk-Treasurer