

VILLAGE OF CANASTOTA
MINUTES
July 2, 2012

Mayor DeShaw called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

PRESENT: Mayor Carla M. DeShaw; Deputy Mayor Scott Rapasadi; Trustees Margaret Peters, Bill Haddad and Rosanne Warner; Fire Chief John Massarotti; 2nd Assistant Fire Chief Lyle Chafee; Canastota Fire Company President Anthony Palamara; AnnMarie Rossi, Kathy Stagnitti, Justine Mulford and Mike Karsen of PAC 99.

ABSENT: None.

Motion by Trustee Haddad, seconded by Trustee Peters, to approve the minutes of the previous meeting. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Peters, to approve the following budget modifications: Increase 31201.01 (Police Personal Services) by \$1,215.00; Increase 34104.01 (Fire Department Contractual) by \$5,943.96; Increase 51104.01 (Street Contractual) by \$13,823.00; Increase 71104.01 (Parks Contractual) by \$89.67; Increase 73101.01 (Recreation Personal Services) by \$621.00; increase 73104.01 (Recreation Contractual) by \$2,829.36 for a total of \$24,521.99 in encumbrance carryovers from the 2011-2012 fiscal year for the General Fund Budget. **Discussion:** Trustee Warner asked how streets went over so far. Clerk/Treasurer Williams explained that these modifications are for items encumbered last year but no invoice has been received yet. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to approve the following budget modifications: Increase 81304.02 (WWTP Contractual) by \$6,140.00 for a total of \$6,140.00 in encumbrance carryovers from the 2011-2012 fiscal year for the Sewer Fund Budget. Passed 5 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to approve the General Fund Abstract in the amount of \$31,405.53. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Peters, to approve the Sewer Fund Abstract in the amount of \$3,535.23. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, to approve the Waste Water Treatment Plant Project abstract in the amount of \$65,583.32. **Discussion:** Trustee Peters asked if these expenses were for work at the treatment plant or pump station at the Recreation Field. Clerk/Treasurer Williams advised that the expenses could be for improvements at either facility. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to approve payments totaling \$1,001.78 from the General Fund to MBI for health insurance debit card transactions from June 15, 2012 - June 28, 2012. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to authorize the Mayor to execute the Artist Performance Contracts with the following performers for the Village Recreation Program's Summer Concert Series: Canastota Community Band; Anthony C. Regulbuto, Jr. For the Tony Regulbuto Show in the amount of \$750.00; and to authorize Clerk/Treasurer Williams to issue payment to said performers in said amounts pursuant to the terms of said Artist Performance Contracts. **Discussion:** Trustee Rapasadi asked about the rest of the contracts. Mayor DeShaw noted that we approved some of the contracts at our last meeting and will have one more to approve at our next meeting. The concerts are one week short this year. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to authorize the Mayor to execute the letter from Gustafson & Co. accepting the Agreed-Upon Procedures regarding the audit of the Justice Court for fiscal year 2011-2012 at a cost not to exceed \$1,000.00. **Discussion:** The Board discussed whether this was a true audit and tabled this matter until our next meeting on July 16 to talk with the auditors and what this entails. It will be placed back on the agenda for the July 16 meeting.

Motion by Trustee Warner, seconded by Trustee Peters, approving the request for a corrected tax roll for parcel owned by Beverly J. Gardner, bearing Parcel No. 36.45-2-46, located at 221 Lewis Street, reducing the taxable assessed value of the parcel to \$51,800.00, resulting in a corrected tax owed of \$607.82. **Discussion:** Trustee Haddad asked for an explanation of this process. Clerk/Treasurer Williams discussed the process with the Board. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to authorize all active members of the Fire Department to attend a training session at Griffis on July 15, 2012, and to use 1 engine and 1 van. **Discussion:** Trustee Rapasadi asked if there was a cost for this training. 2nd Assistant Chief Chafee advised that there was no cost. Trustee Peters asked how many firemen were going. Chief Massarotti has put up a sign-up sheet - there is no count yet. Trustee Rapasadi asked where the training was held. Chief Massarotti advised that there is a training tower. Passed 5 to 0.

Correspondence.

- Letter from Canal Town Corporation regarding their expenses from last year against the monies provided by the Village for fiscal year 11-12.

Motion by Trustee Peters, seconded by Trustee Rapasadi, to accept the accounting from Canastota Canal Town Corporation. **Discussion:** Trustee Rapasadi noted that they do a good job for the community. Passed 5 to 0.

- Letter from Dorothy Ball regarding a tree on her property at 202 Stroud Street. This has been turned over to the DPW. Mayor DeShaw asked Trustee Peters to follow up with DPW Foreman Tornatore.

- Letter from John Ball asking that the Village consider adopting a property tax exemption for Village residents who qualify for the Cold War Exemption under Real Property Tax Law Section 458-b. Mayor DeShaw has asked Administrator Carpenter to look into this - she will follow up with him. Trustee Haddad is very interested in this and noted that this is the only exemption for veterans not adopted by the Village. The Town already offers this. Mayor DeShaw is in support of this. Trustee Warner asked about the expense to the Village and if the County offers the exemption as well. Mayor DeShaw will check on this and report at our next meeting.
- Tree letter from George Robothom regarding his property at 212 West Hickory Street. This letter was originally received in 2008. Mrs. Robothom came in to the Village on June 20, 2012, and asked if we would look at it again. This has been referred to the DPW. Trustee Peters will follow up with DPW Foreman Tornatore and determine if the tree belongs to the Village or the homeowner.
- Request from Chief Zophy to allow his officers to attend an emergency vehicle operation course on July 9, 2012, at the Oneida County Homeland Security Facility to comply with insurance requirements.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to approve the request of Chief Zophy to send his officers to an emergency vehicle operation course on July 9, 2012, at the Oneida County Homeland Security Facility at no cost to the Village. **Discussion:** Trustee Haddad asked if we will receive certificates of completion so we know who attended. Clerk/Treasurer Williams noted that certificates, if issued, are kept in personnel files. The Fire Department keeps their own records. Trustee Peters asked if the part-time officers trained with their full-time departments would that count. Trustee Rapasadi was advised by Chief Zophy that our insurance company required that all officers complete this training with us. Passed 5 to 0.

Mayor.

Mayor DeShaw noted that the concerts are all scheduled and in place and there are a not of new bands. She is happy to have the Community Band is back in the schedule. Trustee Rapasadi noted that for the heavier-attended concerts, he has asked Chief Zophy to have an officer available to help direct traffic. Trustee Haddad asked if this could be handled by civilians instead of police officers. Trustee Rapasadi noted that it is just at the end of the show and that because of the heavy volume of traffic on Route 13, it needs to be a police officer. Mayor DeShaw concurred and added that it only takes about 15 minutes to clear the traffic. She encouraged all of the Trustees to attend the shows.

Mayor DeShaw attended the kick ball tournament on Sunday. It was well-received and a lot of fun - a great community event. The organizers raised some money for a good cause. The Mayor would like to look into starting a kick ball league.

The Mayor updated the Board on the CFA grant applications. She is working with a couple of projects - an Ag project with Side Hill Farmers and a group looking at a packaging and processing plant. There are 5 sites currently being considered and they are in the process of rating the sites - a couple of sites in the Village are on the list and we are waiting for the results. If the top site is in the Village, they will move forward with the CFA.

Mayor DeShaw has spoken with a new entrepreneur who is interested in the White Elephant building. The interested person would like to start a party business. She is very creative and Canastota is her home town. She has run businesses across the country. The Mayor is working with her to get here aligned with the property owner - the business might be opened by the fall. Mayor DeShaw will be meeting with Kip Hicks from the Madison County IDA as to how to get information back after sending prospective businesses to the IDA for assistance. She hopes to set the meeting for next week.

Trustee Rapasadi noted that a new pizza place has opened in the old Little Jaks location.

Trustee Peters discussed with the Board the work that was done to eliminate the water drainage issues on Will New Boulevard between the Slivinski and Rouse properties and to hook the drains to the First Street drainage pipe. Trustee Rapasadi received a concern from another property owner asking why we were doing this work. Trustee Peters noted that we caused the problem when we plugged the culvert pipe many years ago. The Mayor asked if the problem were resolved. Trustee Peters will check with the DPW - she believes they are waiting for it to rain to determine if it worked. The Mayor asked for an update at the next meeting.

Mayor DeShaw went to Lyons last Thursday with Superintendent Bragan, Supervisor DiVeronica and Administrator Carpenter and they toured their joint facilities to get ideas for shared services between our DPW, the school and the town. Administrator Carpenter took a lot of pictures. The Mayor spoke with the Town Supervisor - their whole facility is on about 4 - 5 acres. The building is shared by the village, town and school with each having its own area and also common areas. The pictures will be available to review. Mayor DeShaw has some questions already for the joint Town meeting. She has not gotten into the fiscal side of the operation - hoping to get some information from them to put a complete package together.

The Mayor reported that the sidewalk project is moving at a good pace and discussed with the Board the progress that was made since the last meeting. The Code Officer is working on identifying the owner of the properties where replacements need to be made. The Board discussed the location of the old gas tanks on the Deppoliti property on North Main Street relative to continuing the sidewalks past that property to the Recreation Park. The estimate of sidewalks needing to be replaced in 6999 linear feet, the cost for which is just about what was budgeted. The formula for determining the amount of linear feet to be replaced and the cost thereof was discussed. Administrator Carpenter and DPW Foreman Tornatore are working up the square footage cost for the homeowner. Notification to the homeowners was discussed. Trustee Rapasadi asked about the consequences to a homeowner

for refusing to make the repairs. Mayor DeShaw advised that the code will be followed and enforced. Trustee Rapasadi wants to make sure that we treat every homeowner the same and fairly. Trustee Peters noted that the Village cannot pay more than 50% of the cost of replacement, adding that where the homeowner's share comes from doesn't matter. She believes that the Town can account for the homeowner's portion in in-kind services. Mayor DeShaw is concerned about sustainability of the Town's in-kind services contribution. Trustee Peters would like to discuss this with the Town at the joint meeting. Mayor DeShaw noted that only the portions of the sidewalk that are bad will be required to be replaced. Trustee Rapasadi wants the Board to be prepared that there will be people who won't want to replace their sidewalks. Mayor DeShaw has Administrator working on answering these questions and to have information in the newsletter so people can be prepared.

Trustee Comments.

Trustee Peters asked if we had any information about the extra items from EFC. Mayor DeShaw had a conference call with them last week. We are waiting to hear back from them. Trustee Peters asked if the matter with the County and the minitors had been resolved and if the County Chiefs' Association had come up with a cheaper way to pay for the repairs. Mayor DeShaw asked Trustee Warner to work with Chief Massarotti about the service contract for the minitors after the two-year service agreement expires. Mayor DeShaw advised that Administrator Carpenter is still working on the grant applications. They are working to identify a project for the Village for which to submit a grant application.

Trustee Peters spoke with Doug Fusillo - he is using his sidewalk forms so they are not available for us to use.

Trustee Peters would like to recognize some of the children who have performed community service through the year - perhaps on a quarterly basis with a certificate of appreciation. She noted that the VFW and American Legion used to have a composition or drawing contest regarding Veteran's Day. Trustee Peters would like to encourage the school to do this again. Mayor DeShaw commented that at our last meeting we discussed the lack of community participation and what to do about it. She met with Superintendent Bragan on how to get more participation with the kids. Trustee Peters would like to have community projects recognized for their efforts.

Trustee Warner has spoken with the firemen about equipment to purchase and options for the park. She asked who donated the park property to the Village. Mayor DeShaw advised that the park was a legacy request to the Village. She will provide a copy to Trustee Warner. The Board discussed the plan for Founders' Park and the Firemen's Memorial and whether it was appropriate to combine a "founders'" park with a "memorial" park. It is the Mayor's belief that the parks should not be combined and that the design should not so closely resemble the 911 Memorial at Reflection Park as the 911 Memorial represents something very tragic and significant in our country's history and should be unique. The Mayor has discussed these matter with people who have experience in planning parks of this nature and this is the advice that she received. She believes that putting the

Firemen's Park at Clark Park will give the firemen their own dedicated area that they won't have to share. As for the individual names of the deceased members of the department on the memorial, the Mayor is concerned about this practice because she does not want there to be any names that are forgotten or mis-spelled as there will certainly be hurt feelings as a result and it is very difficult to repair those bad feelings. Mayor DeShaw has been advised that not all of the firemen are in favor of the park or of putting the names on the granite. Fire Company President Palamara assured the Mayor that the fire company is 100% in favor of this project. Trustee Peters asked if we have the granite tablets. The Mayor advised that we have placed a deposit on the purchase of the granite and that two pieces of granite are available and are still being held. There are purchase orders for the last two installments. Trustee Rapasadi asked if we would still need the granite if there was a new design. Mayor DeShaw would like the firemen to discuss this at their meeting tomorrow so they can determine what they want.

Trustee Rapasadi is all set.

Trustee Haddad has spoken with some residents in the Center and Mill Street area. They are concerned about the flooding in that area and the drop off into the creek from Railroad Street. Trustee Peters advised that DPW Foreman Tornatore has already spoken with the County about the fencing needed for that area around the creek. The Mayor asked if Foreman Tornatore was aware of the flooding issue. Trustee Peters is unsure and will contact Foreman Tornatore about this. Trustee Haddad was also asked about park benches in the downtown - the resident understands that loitering could be a problem. Mayor DeShaw suggested that we make this part of our plan when replacing trees.

Delegations.

John Massarotti asked if there were a master plan for the replacement of sidewalks in the entire Village. He is concerned that after the sidewalk project on Main Street is completed that the project will not be continued and only the residents on Main Street will have been made to comply with the code. Mayor DeShaw advised that it is the Board's intention to continue the sidewalk program throughout the Village and that there is a grant opportunity through the Safe Routes to Schools program. We would need to develop a plan in order to apply for and receive the grant. Mr. Massarotti feels that if there were a master plan and residents knew when their area would be targeted, residents could plan ahead for the cost associated with the sidewalk replacement project. Mayor DeShaw is aware of residents who want to put in sidewalks where there currently are none. Trustee Haddad asked if a resident wanted to put sidewalks in now, is there still funding available for this if it is not in the targeted area of Main Street. Mayor DeShaw suggested that the trustees bring their questions to Administrator Carpenter while he is doing the research for the project - this way the questions could be researched before and answered during our meetings. The Board discussed how sidewalk replacement requests are handled. John Massarotti asked about driveways and how they are going to be handled and who will be responsible for repairing the area where the sidewalk adjoins a driveway. Trustee Peters noted that this will need to be discussed and determined. Justine Mulford

asked if homeowners will still be allowed to do the work and the Village will provide the concrete. Mayor DeShaw advised that this will need to be discussed and determined.

Kathy Stagnitti asked the Mayor where the two locations in the Village were that were being considered for the Ag project with Side Hill Farmers. The Mayor advised that the Barlow Street location and the Industrial Park were being looked at.

Justine Mulford asked when the joint meeting was being held. Mayor DeShaw advised that the meeting is on July 9, 2012, at 6:00 p.m. prior to the Town's regular meeting.

AnnMarie Rossi suggested that if the American Legion and VFW pooled their resources, they would have better attendance at the parades. Ideas for increasing attendance at the Memorial Day Parade were discussed.

Anthony Palamara, the president of the Fire Company, addressed the Board about the proposed Firemen's Park. In August of 2010 the park was researched. The Company made a commitment of \$10,000.00, which was subsequently increased to \$12,000.00. He would like to report back to the company as to where the project is - is it back to the planning stages? Mayor DeShaw noted that there were representatives from the Fire Company present at the meetings who should have reported the progress and decisions back to the Fire Company. Anthony Palamara asked if we were back to looking for a site. The Mayor advised that the triangle park is not a option - Clark Park is an option. Other possible areas were discussed. The history of the decision to plan a memorial park for the firemen was discussed, as was the choice to locate the park in the triangle. Mayor DeShaw asked Anthony Palamara to have the firemen decide what it is they want - he noted again that the membership is 100% in favor of the project and placing the names of the individual deceased members on the memorial. Mayor DeShaw is concerned about missing the names of firemen or misspelling names - she does not want to have anyone left off. The question of upkeep was discussed. Anthony Palamara stated that the fire company was responsible for the upkeep. The criteria for determining who is eligible to have their name placed on the memorial was discussed. Chief Massarotti stated that the fire company knows what the criteria is - the Mayor would like to know so that when we are contacted and asked why someone's name is not on the memorial, we can respond. Chief Massarotti would like any such questions directed to the fire department. Mayor DeShaw suggested that we publish the information in the newsletter for people to call with names of people who should be on the list. Anthony Palamara asked for a copy of the proposed design. Mayor DeShaw directed him to Jerry White, the firemen who designed the park. Mayor DeShaw charged Anthony Palamara with going back to the company and determining what they want and presenting this Board with a plan - we need a design and the list of names. Trustee Peters asked if there were room at the municipal building for the memorial. Trustee Haddad suggested that Hickory Street would be a great site for the memorial. The matter is unresolved.

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Motion by Trustee Peters, seconded by Trustee Haddad, to adjourn at 9:05 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams/s

Catherine E. Williams
Clerk/Treasurer