

VILLAGE OF CANASTOTA

MINUTES

December 17, 2012

Mayor DeShaw called the meeting to order at 5:00 p.m. The Pledge of Allegiance was recited.

PRESENT: Mayor Carla Deshaw; Trustees Margaret Peters, Bill Haddad and Rosanne Warner (5:05 p.m.); Village Administrator Larry Carpenter; Police Chief James Zophy; AnnMarie Rossi, Kathy Stagnitti and Justine Mulford.

ABSENT: Deputy Mayor Scott Rapasadi.

The Mayor and the Board observed a moment of silence in honor of the victims of the Sandy Hook Elementary shootings.

Motion by Trustee Haddad, seconded by Trustee Peters, to approve the minutes of the last meeting. Passed 3 to 0.

Motion by Trustee Peters, seconded by Trustee Haddad, to approve the General Fund Abstract in the amount of \$189,645.78. **Discussion:** The Board discussed various invoices. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, to approve the Sewer Fund Abstract in the amount of \$35,112.41. **Discussion:** The Board discussed the invoice for the jet machine hose. Passed 4 to 0.

Motion by Trustee Peters, seconded by Trustee Haddad, to approve the ACH transaction from the Sewer Fund (97107.02 Interest on Debt Service) to USDA Rural Development in the amount of \$9,720.00 for interest owed on the 2003 Interceptor Pipe Project. Passed 4 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to authorize the Mayor to execute the attached 2-year Preventative Maintenance Agreement with Power Generation & Industrial Engines, Inc. for the semi-annual inspection of generators at the Municipal Building and Fire Department, in the amount of \$345.00 each for a total amount of \$690.00 for 2013 and \$355.00 each for a total amount of \$710.00 for 2014. (Note: The Town of Lenox will be billed ½ of \$345.00 for 2013 and ½ of \$355.00 for 2014.) **Discussion:** The location of the generators was discussed. Passed 4 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to authorize the Mayor to execute the attached Substance Abuse Testing Agreement with Industrial Medical Associates, P.C. in the amount of \$55.00 per driver per year for a total of \$385.00, plus additional costs as incurred as referenced and itemized therein. (Note: This is the same pricing schedule as 2012.) **Discussion:** The Board discussed which employees were required to participate in the mandatory random testing. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, to appoint William E. Preuss as a full-time police officer with the Canastota Police Department effective December 26, 2012, based upon the recommendation of Chief Zophy, at Step 1 of the Salary Plan under the current Collective Bargaining Agreement. **Discussion:** The Board discussed the salary step plan as it pertains to Mr. Preuss. Passed 4 to 0.

Motion by Trustee Warner, seconded by Trustee Peters, to appoint Kenneth G. Gates, III, as a part-time police officer with the Canastota Police Department, effective immediately, based upon the recommendation of Chief Zophy. (Note: The hourly rate for part-time police officers is \$15.00.)

Discussion: The Board discussed with Chief Zophy the PD scheduling needs with regard to part-time officers due to injuries and recent resignations. Civil Service and contract matters with regard to part-time officers was also discussed. Passed 4 to 0.

Correspondence.

– None

Administrator.

Administrator Carpenter is all set tonight.

Department Heads.

Chief Zophy thanked the Board for bringing the new hires onboard.

Mayor.

The Mayor advised that on Wednesday in Albany the Governor will be announcing the recipients of the REDC grants. She will be attending with Administrator Carpenter and Paul O'Mara. The Mayor expects to know by noon that day if we were awarded any grants. Mayor DeShaw stated that it looks like we are in a good position and that we were very competitive.

Mayor DeShaw attended a second meeting today about the Literacy Zone. She believes that this will be a good partnership with Madison-Oneida BOCES. The grant application is due January 18, 2013.

Trustee Comments.

Trustee Peters asked if we resolved the matter with Karen regarding her lunch. The Mayor advised that it had been resolved. Trustee Peters asked what was done with Mr. Dumigan. The Mayor noted that a letter was sent advising him of the Board's decision. Trustee Peters went to Stoneleigh with Doug Havens regarding the senior computer training. They have received 17 questionnaires back. FBLA will be participating. She needs six (6) kids to help with the room. Trustee Peters asked to have Trustee Haddad go to Stoneleigh regarding the senior computer program.

Trustee Warner is all set.

Trustee Haddad is all set.

Delegations.

- Kathy Stagnitti asked for a recap regarding the Literacy Zone discussion.
- Justine Mulford asked about the sidewalks that didn't get done this year.

The Mayor noted that the Board will need to have a discussion about how to proceed with the sidewalk project this spring. We may look at using an outside source.

- AnnMarie Rossi commented on the nativity scene and the dumpster on the old Zupan property on North Peterboro Street.

Mayor DeShaw would like holiday lights to be placed in the gazebo at Clark Park.

Trustee Warner asked about the cleaning contract. Administrator Carpenter advised that the request for quotes was placed in the newspaper and on our website. Trustee Peters asked if the quotes will be opened at a Board meeting. The Village Procurement Policy was discussed as was the process and procedure followed regarding the cleaning contract request for quotes. Administrator Carpenter noted that at the Joint Meeting the Boards determined that bids were not required and asked for quotes to be obtained. Trustee Peters is concerned about transparency if the quotes are not opened at a Board meeting. The Mayor expressed confidence in the Administrator and Clerk/Treasurer that the procurement process was being followed and that all information is being appropriately handled and disseminated to the Board.

Motion by Trustee Peters, seconded by Trustee Warner, to go into executive session a 5:45 p.m. regarding personnel matters and potential litigation. **Discussion:** Mayor DeShaw asked what the request pertained to and Trustee Peters again stated it was regarding personnel matters and potential litigation. Passed 4 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to exit executive session at 6:00 p.m. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Peters, to adjourn at 6:00 p.m. Passed 4 to 0.

Respectfully submitted,

Catherine E. Williams/s

Catherine E. Williams
Clerk/Treasurer