

VILLAGE OF CANASTOTA
MINUTES
May 6, 2013

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

PRESENT: Mayor Carla Deshaw; Deputy Mayor Scott Rapasadi; Trustees Margaret Peters, Bill Haddad and Rosanne Warner; Village Administrator Larry Carpenter; Chief James Zophy; Brandon Rossi, AnnMarie Poppo and Allison Poppo; Bruce Burke from PAC 99.

ABSENT: None.

Motion by Trustee Peters, seconded by Trustee Haddad, to approve the minutes of the April 15, 2013, meeting. **Discussion:** Trustee Peters asked for clarification on the OCWA billing fees and the Lease Agreement. Clerk/Treasurer Williams advised that the Lease Agreement expires in 2014 at which time billing arrangement will also expire. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, to approve the minutes of the April 15, 2013, public hearing. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to approve the minutes of the April 22, 2013, special meeting. **Discussion:** Trustee Peters would like additional notes added to the minutes that reflect more fully her response to Trustee Haddad's question regarding her reasons for voting no on the budget. After discussion by the Board, Clerk/Treasurer Williams will meet with Trustee Peters to amend the minutes. Trustee Warner withdraws her motion for approval.

Motion by Trustee Peters, seconded by Trustee Rapasadi, to approve the General Fund Abstract in the amount of \$36,545.06. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, to table approval of the minutes of the April 22, 2013, special meeting until our next meeting. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, to approve the Sewer Fund Abstract in the amount of \$30,919.19. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, to approve the Economic Development Fund Abstract in the amount of \$533.58. **Discussion:** Trustee Peters noted that the account number does not exist in the budget. Clerk/Treasurer Williams advised that the Economic Development Fund is not part of the General or Sewer Fund budgets but is a separate fund. Trustee Peters asked if we were allowed to use this money. Administrator Carpenter and Clerk/Treasurer Williams advised that the money could be used for Economic Development. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to approve the Capital Fund Abstract in the amount of \$1,833.33. **Discussion:** Trustee Warner asked for an update on this project. Administrator Carpenter advised that the artist has started painting the actual mural. It should be ready in June. Trustee Warner asked if it will be ready by Boxing Hall of Fame weekend. Administrator Carpenter does not believe that it will be ready by then. There will be a kick off ceremony in August for the entire project. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to approve the WWTP Capital Upgrade Abstract in the amount of \$114,165.30. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to approve payments totaling \$2,588.49 from the General fund to MBI for health insurance debit card transactions from April 11, 2013 - April 30, 2013. Passed 5 to 0.

Motion by to approve the wire transfer sent to Chase Bank on behalf of The Depository Trust Company in the amount of \$7,441.25, from the General Fund (97107.01 Interest on Debt Service) for interest owed on the 2009 Bond for the Bruno Road Infrastructure Project. Passed 5 to 0.

Trustee Peters asked if this was the last payment on this bond. Clerk/Treasurer Williams advised that it is not.

Motion by Trustee Peters, seconded by Trustee Rapasadi, to authorize payment from the Sewer Fund on May 15, 2013, in the amount of \$8,000.00 (97106.02 Principal) and \$6,907.50 (97106.02 Interest) to USDA Rural Development by ACH transaction, for amounts owed on the 1999 Rural Development Phase II Bond. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Peters, to authorize a wire transfer to be sent to BNY Mellon from the Sewer Fund (97107.02 Interest) on May 9, 2013, in the amount of \$4,000.00, for interest owed on the 1987 Public Improvement Bond. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, to approve the request of Code Enforcement Officer Michael Adsit to attend an in-service training class regarding the new septic systems laws sponsored by the NYS Department of Health, to be held at the NYS Fairgrounds on May 30, 2013 from 9:00 a.m. - 3:30 p.m. **Discussion:** Trustee Peters asked if there were changes on the north side of the Thruway would they be grand fathered in. The Board discussed the possibility of connecting the properties on the north side of the Thruway to the Village sewer system. Trustee Peters asked if all of the houses will be grand fathered under the new septic system laws.

Motion by Trustee Peters, seconded by Trustee Rapasadi, to approve the request of Chief Zophy to send Officers Blakely, Gates and Lowell to Commercial Vehicle Enforcement Awareness training in Suffolk County on May 21 - 23, 2013, sponsored by the NYS Department of Criminal Justice Services. There is no cost for the training. Use of the administrative vehicle is requested. The payroll, meals, gas and lodging costs are estimated to be \$2,284.00 (see the attached request). **Discussion:** Trustee Peters asked if this were something that the Chief is doing in light of the additional traffic with the Food Hub. The Mayor stated that it was not. Chief Zophy added that he has been trying to have his officers attend this training for a couple of years, but has not found a class that did not pose a scheduling conflict. He hopes that these officers will bring back information to share with the other officers so that they will all know what to look for when inspecting commercial vehicles. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to approve the following street closures for upcoming events, at the request of Chief Zophy: 1) Memorial Day Parade May 27, 2013 - North Peterboro Street at Maple Avenue south to Route 5 from 9:50 a.m. - 11:45 a.m.; 2) Fishing Derby June 2, 2013 - Canal Street between Peterboro and Main Streets, from 11:00 a.m. - 5:00 p.m.; 3) Nate Rate June 8, 2013 - North Main Street at Maple Avenue south to Rasbach Street; Stroud Street at Rasbach, Pleasant, Bellevue, West Hickory and James Streets; Wilson Avenue between Spencer and North Peterboro Streets from 7:30 a.m. - 10:00 a.m.; Boxing Hall of Fame Parade June 9, 2013 - Peterboro Street from Maple Avenue south to Route 5; Prospect Street south to Route 5; High Street at East Hickory and First Streets; Second Street at High and Prospect Streets; Hickory Street from South Main Street to South Peterboro Street; from 11:30 a.m. - 2:30 p.m.; and Title Town Street Festival June 9, 2013 - Canal Street between Peterboro and Main Streets from 8:00 a.m. - 7:00 p.m.

Discussion: Trustee Haddad asked if we were approving the events or just the street closures. Trustee Haddad has a problem with the way the streets are left after certain events. Trustee Peters asked if the street closure was to take place even if the event was not approved. The Board discussed making the street closures subject to approval of the events. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to approve the membership of Zachary Burch and William Fairfield into the Canastota Volunteer Fire Department pursuant to the request of the Canastota Fire Company (Note: copies of their drivers' licenses have been received by the Clerk's Office.) Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to approve the request of Chief Massarotti to send Canastota Firemen Gregory Hanley and Matthew Freund to the Aggressive Interior Fire Attack training, sponsored by the NYS Association of Fire Chiefs, to be held at the Turning Stone Resort on June 13, 2013, at a cost of \$385.00 per person for a total of \$770.00. **Discussion:** Trustee Warner asked if they were driving their own vehicles. Clerk/Treasurer Williams noted in the past the Fire Department has required a minimum of three (3) attendees for use of a Department vehicle. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Peters, to accept the proposal dated April 1, 2013, from Gustafson & Co., for preparation of the Financial Statement Audit, Annual Update Document compilation and Justice Court Agreed Upon Procedures for the Village for fiscal years ending 5/31/13, 5/31/14 and 5/31/15 at the cost of \$16,900.00, \$17,200.00 and \$17,600.00 respectively. Passed 5 to 0.

Discussion regarding a request for the Village to offer Voluntary Dental Insurance to its non-union employees with all premiums to be paid by the employee through payroll deduction. The Village will collect and remit the premiums monthly. Administrator Carpenter reviewed with the Board the spreadsheet from Benefit Consulting Group outlining some of the available voluntary dental plans. He explained that the Village was asked by some of its employees to investigate the possibility of offering dental insurance. It will not be offered to our union employees as insurance is a mandatory negotiable item. There is a minimum requirement of two (2) employees for the insurance to be issued by the provider. The Board discussed why this would not be offered to our union employees.

Motion by Trustee Peters, seconded by Trustee Rapasadi, to move forward with the proposal for dental insurance. Passed 5 to 0.

Discussion on the request received from residents of Galavotti Place regarding alleged parking, code and nuisance violations at 99 Delano Avenue. Mayor DeShaw recently received a call on this issue from Dick Bennett. She asked Administrator Carpenter to review the history of the complaints. Administrator Carpenter advised the Board that this came into the Village addressed to the Mayor. He addressed the matter with Chief Zophy and Code Enforcement Officer Adsit. Both the Chief and CEO Adsit contacted the property owner and reported back to Administrator Carpenter. Chief Zophy advised the Board that when the property changed hands, the new owner had a contracting business. Chief discussed with the Board the history of his dealings with the new owner regarding unregistered vehicles and the many cars parking on the street around the property. He asked that the unregistered cars either be removed or registered and that all Local and V&T Laws be obeyed. The owner was cooperative. Chief received and addressed a subsequent complaint about two (2) months later and has not received any complaints since then. Chief Zophy stated that it was his belief that the matter was resolved. Administrator Carpenter advised the Board that CEO Adsit found no issues when he visited the property. A follow-up memo has been received from CEO Adsit stating that no violations exist and he has spoken with the owner about plans to build a garage, stone a driveway and pour a concrete pad. The owner was advised to contact CEO Adsit when he is ready to make those improvements. Trustee Peters asked if any permits had been applied for. Administrator Carpenter advised that no applications have been filed. Chief and the Board discussed the on-street parking restrictions imposed by the V&T Laws. Trustee Warner asked why this was not given to the Board members a year ago. Trustee Peters stated that she did not receive a copy. Trustee Rapasadi stated that he did receive a copy. Trustee Haddad advised that he has been driving by the property and has taken pictures but has not found anything there. Mayor DeShaw stated that the Village cannot do anything about the complaint if the property owner is not doing anything illegal. The Police and Codes Departments were asked to keep an eye on the property. Chief Zophy has asked that someone call the Police Department when something is occurring so that it can be handled at that time - they can't do anything after the fact. The possibility of placing "No Parking" signs 25 feet from the intersections was discussed. Trustee Warner expressed concern about the road becoming a single lane with all of the cars parked there. Chief noted that this exists in most of the Village - the roads are all about the same width. Clerk/Treasurer Williams added that Galavotti Place does not connect to any street other than Delano and all of the traffic in that area is local and less heavy than most other places in the Village. Parking in the Village was discussed.

Motion by Trustee Peters, seconded by Trustee Haddad, to accept the high bid of \$5,900.00 from perrycands for the Terrace properties offered for sale on Auctions International. **Discussion:** Trustee Peters asked if we had to pay any percentage. Administrator Carpenter advised that any percentage owed to Auctions International is the responsibility of the purchaser. Passed 5 to 0.

Correspondence.

- Letter from Rural Metro to the Fire Department recognizing them for their outstanding service regarding an accident on March 14, 2013, that occurred on the NYS Thruway. They were invited to a recognition ceremony on April 2, 2013.
- Letter from the Retired Public Employees Association notifying us of an upcoming seminar to be held on Tuesday, May 28, 2013. The notice was posted and copies given to the Police and DPW to be posted.

Administrator.

Administrator Carpenter is all set tonight.

Mayor.

The Mayor attended the Trial Town dedication. It was a great event and the Village received local as well as national press. Former Mayor Rouse was in Arizona and read about the dedication in *USA Today*. There was a meeting with national and local representatives about cooperation and future plans for the trail - they are hoping to attract more long-term hikers. The Mayor believes that this is a nice beginning to a new partnership. Trustee Rapasadi noticed that there were many volunteers this year doing work along the Canal. Administrator Carpenter acknowledged that there is lots of work done every year by volunteers. Trustee Peters asked about trees falling down on the trail. Trustee Rapasadi noted that they have been cleaned up already.

Mayor DeShaw updated the Board on the Food Hub. Both grants were approved in New York City. We have received our draft of the grant approvals. The Mayor has reviewed the draft and it seems okay. We are awaiting executed copies. The parties are finishing up the Phase II work at the site. Trustee Peters asked about the public hearings. The Mayor advised that they are a week from today. Trustee Peters asked who is responsible for administering the grants. Mayor DeShaw noted that the \$1.6 million Restore New York Grant money will run through the Village. The REDC money will not. Trustee Peters asked about the Village's responsibility. Mayor DeShaw said that the Village will be responsible for monitoring the Grant and submitting the paperwork to flow back. We have no approval rights or obligations. The Board discussed the Village's responsibility for misused funds. Mayor DeShaw advised that the approvals run through Empire State Development. Our Planning Board and Codes Office will be responsible for approving plans and will be working hand-in-hand with Empire State Development.

Mayor DeShaw has resumed discussions regarding the Firemen's Memorial Park. The Mayor met with Jerry White, Jay Cowan, Administrator Carpenter and Brandon Rose from Syracuse University about the design of the park. Brandon is interested in designing the park for us. They visited the site and Brandon visited Pexton Memorials to look at granite and different etching types. Our piece of granite is in Vermont. The plan for moving forward with the design was discussed. Trustee Warner asked about the cost for the design. Administrator Carpenter noted that Brandon will be paid \$40

per hour for design work. The Mayor noted that the firemen are very happy. Trustee Warner asked if we had an estimate for the cost, noting that it seems open-ended. The Mayor responded that it is not open-ended. The cost of the project was discussed.

The Mayor held the second business meeting on April 30 - it was very successful. There were about 25 people in attendance. There was discussion about the strengths and weaknesses in the Village - the group did a great job of coming up with a list which was narrowed down to a few items that the group would like to see us work on such as making our downtown look historically correct. The group likes the idea of SUNY Oswego coming in to the Village. The group is meeting again on May 14.

Trustee Comments.

Trustee Rapasadi is all set.

Trustee Warner asked for an update on the green space or park progress. Administrator Carpenter advised that he went down to the park to measure and see if the proposed park would fit. The major portions of the project were laid out - he needs more information on the swings. Administrator Carpenter noted that the layout works well. The swings were moved to the parking lot end of the green area which gave more room between the fence and the first piece of equipment. They identified a nice area for picnic tables or benches where parents could sit.

Trustee Warner asked about the Joint Fuel Facility. Trustee Peters advised that nothing that didn't take place previously was discussed. The Board discussed the school's current process for fueling of the busses. They purchase it from local gas stations at a discount, but it may not be as cheap as State bid pricing. The size of the Village's tanks would not accommodate the amount of fuel needed by the school. Trustee Peters asked if we are charged a delivery fee. Administrator Carpenter advised that we are not. Trustee Peters asked if we would be if we increased our delivery schedule. Administrator Carpenter does not believe that we would be. Trustee Warner asked if there would be another meeting. Trustee Peters advised that there would be after more information is compiled. The Board discussed the additional information that is needed before decisions can be made.

Trustee Warner asked about light poles. Mayor DeShaw advised that we are holding off right now because of the Main Street Facade Project. There is a possibility that the light poles could be funded through that project. The Board discussed the potential for additional items to be included in the Main Street Grant Project.

Trustee Warner asked about the street sweeper. Administrator Carpenter advised that it has been out, repairs were made and it was out again. Right now we do not have the personnel to operate it due to illness and vacation schedules. It should go back out soon. Trustee Peters does not believe that we should be using our mechanic for things that MEOs can do. Administrator Carpenter explained that some of the work that needed to be done on the street sweeper had to be done outside. Our mechanic had to wait for appropriate weather to make those repairs. Then it was brought inside for additional repairs.

Trustee Warner asked if we had a sidewalk plan. Administrator Carpenter advised that a letter has gone out to people on Main Street who have not completed their sidewalk repairs, noting that we need to figure out where and how to move forward with this project. Trustee Peters believes that we need to finish up from last year.

Trustee Warner is concerned about two (2) properties on Canal Street that are open and asked if they could be boarded up. Administrator Carpenter will ask CEO Adsit to take a look at them.

Trustee Warner asked about the DPW Superintendent position. Mayor DeShaw advised that we are not calling it a Superintendent. She wants to have our staff back in order, back from medical leave and vacations before we bring in someone new. Administrator Carpenter noted that the open MEO position was advertised and applications are due Wednesday. Trustee Haddad asked if we could hire a contractor when our employees are out. Mayor DeShaw advised that this would create contract issues and can't be done. She believes that we will be fine until everyone returns. Administrator Carpenter also noted that the Town has helped us out.

Trustee Peters asked if we had a plan for the BOCES students other than helping out on James Street. Administrator Carpenter met with the advisors from BOCES on Friday and talked about putting a Link Trail behind the Industrial Park to BeeBee Bridge Road and minor things that we need them to do. Supervisor DiVeronica has some things that he needs done. There are a lot of little things for them to do. Mayor DeShaw asked if they could do something with the curbs. Administrator Carpenter will speak with DPW Foreman Tornatore about that. Trustee Peters asked if the DPW incurred overtime for the cleanup. Administrator Carpenter advised that they did. Trustee Peters does believe that we should not use the DPW for Canal Cleanup if there is going to be overtime. Mayor DeShaw asked for a solution. Trustee Rapasadi suggested that the garbage be left for pick up by the DPW on Monday. Alternatives for paying overtime to the DPW for helping with the Canal Cleanup were discussed. Trustee Haddad asked about the cleanup after other events - should we be paying overtime for these events? The Board discussed how to handle this matter. Trustee Haddad suggested that we consider making changes to the contract when it is renegotiated. Mayor DeShaw would like the Board to keep thinking about this and suggested that maybe some help could come from some of the groups that are being organized. Trustee Peters suggested that our summer help could do the work. Administrator Carpenter advised that for many of these events, the summer help does assist with the work, but they must be supervised and cannot operate the equipment. Trustee Haddad noted we are feeling the pain of a lack of resources with the DPW - too many things going on with not enough bodies. The Mayor believes that we will be okay once we hire the new MEO and everyone is back to work.

Delegations.

Justine Mulford asked if we will be going ahead with the work at the pool. Mayor DeShaw advised that financing is not in place yet and we are just planning. The Mayor reviewed the proposal for the barrier-free park. Mrs. Mulford is happy to see the plan includes picnic tables. She asked the Board if the property across from ZEMS belongs to the Village. The Mayor advised that the property belongs to Queensboro.

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Motion by Trustee Warner, seconded by Trustee Haddad, to adjourn at 8:40 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams/s

Catherine E. Williams
Clerk/Treasurer