

VILLAGE OF CANASTOTA

MINUTES

June 3, 2013

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

PRESENT: Deputy Mayor Scott Rapasadi; Trustees Margaret Peters and Rosanne Warner; Village Administrator Larry Carpenter; Code Enforcement Officer Mike Adsit; Christopher and Wendy Chiesa

ABSENT: Mayor Carla DeShaw; Trustee Bill Haddad.

Motion by Trustee Warner, seconded by Trustee Peters, to approve the following transfers for the 2012-2103 budget: \$2,000 from 80201.01 (Planning Personal Services) to 14101.01 (Village Clerk Personal Services); \$308.42 from 19904.01 (Contingency) to 11301.01 (Court Personal Services); \$398.86 from 19904.01 (Contingency) to 13251.01 (Administrator Personal Services); \$229.13 from 19904.01 (Contingency) to 14104.01 (Village Clerk Personal Services); \$5,746.94 from 19904.01 (Contingency) to 83504.01 (Village Contribution); \$1,375.07 from 14204.02 (Attorney) to 81201.02 (Sanitary Sewers Personal Services). **Discussion:** Trustee Peters asked about the transfer from Planning to Village Clerk - is this for sick time sell back. Clerk/Treasurer Williams advised that it is the yearly transfer for salary from Planning Board to the Village Clerk line and the other transfers are due in part to sick time sell back. Passed 3 to 0.

Motion by Trustee Warner, seconded by Trustee Peters, to approve the following modifications for the 2012-2013 budget: Increase 81201.02 (Sanitary Sewer Personal Services) by \$1,723.70; Increase 90308.02 (Social Security) by \$2.93. Passed 3 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to approve the General Fund Abstract dated May 27, 2013, in the amount of \$46,416.26. Passed 3 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to approve the General Fund Abstract dated June 3, 2013, in the amount of \$16,696.63. Passed 3 to 0.

Motion by Trustee Warner, seconded by Trustee Peters, to approve the Sewer Fund Abstract dated June 3, 2013, in the amount of \$1,791.96. Passed 3 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to approve the WWTP Capital Project Abstract in the amount of \$455,840.33. **Discussion:** Trustee Warner asked if this was for Marty Hubbard and is he making it on a monthly basis. Administrator Carpenter advised that it is not necessarily monthly - it depends on when he submits the bill. Trustee Peters asked if this was for work done at the actual plant. Administrator Carpenter confirmed that it was. Passed 3 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to appoint Jacob Hatch as an MEO with the Department of Public Works effective June 4, 2013, at Step 1. **Discussion:** Trustee Peters asked if he gave a two (2) week notice. Administrator Carpenter stated that he did and that is all done. Passed 3 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to appoint Herbert T. Kissell as Acting Village Justice, at a salary of \$2,500.00 per year. Passed 3 to 0.

Motion by Trustee Warner, seconded by Trustee Peters, to approve the following budget transfer for the 2013-2014 budget: transfer \$1,300.00 from 19904.01 (Contingency) to 11301.01 (Court Personal Services). Passed 3 to 0.

Motion by Trustee Warner, seconded by Trustee Peters, to approve the request of the Canastota Volunteer Fire Department to authorize Gene Johnson to use the Firemen's pole barn on July 14, 2013, from 9:00 a.m. - 11:00 p.m. for a graduation party. (Note: Proof of insurance is attached.) Passed 3 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to authorize the Mayor to execute the Annual Software Support Contract with Williamson Law Book Company for Building & Codes Enforcement Support for fiscal year ending 5/31/14 in the amount of \$544.50, and to authorize payment to Williamson Law Book Company in said amount. Passed 3 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to authorize the Mayor to execute the Annual Software Support Contract with Williamson Law Book Company for WLB Tax Collection Software Support for fiscal year ending 5/31/14 in the amount of \$363.00, and to authorize payment to Williamson Law Book Company in said amount. **Discussion:** Trustee Peters asked if we can use the Town Assessor for that program. Clerk/Treasurer Williams advised that that is something totally different from tax collection. Passed 3 to 0.

Motion by Trustee Peters, seconded by Trustee Warner, to authorize an adjustment to the sewer charges for property owned by Augustine Albanese at 410 Delano Avenue, due to a leak in his hot water heat system and based on the recommendation of the Onondaga County Water Authority, reducing his sewer charges by \$52.99 to \$62.97. Passed 3 to 0.

Correspondence.

- Request from Chief Zophy to hire Matthew L. Burdick as a part-time police officer.

Motion by Trustee Peters, seconded by Trustee Warner, to appoint Matthew L. Burdick as a part-time police officer based on the recommendation of Chief Zophy. Passed 3 to 0.

- Letter from the Public Service Commission about creating an additional area code in the 315 area code region.

Administrator.

Administrator Carpenter asked for a motion to approve payment to Bristol Enterprises - the invoices were left off of the abstract - were not received in time.

Motion by Trustee Peters, seconded by Trustee Warner, to approve payment to Jeff Bristol in the amount of \$7,250.00 from the General Fund and \$125.00 from the Sewer Fund. Passed 3 to 0. Administrator Carpenter advised that Rotary will make a presentation to the Board regarding the park. They will be here at our next meeting. They have been actively fundraising and will also talk about that. DPW is busy cleaning up from the storms. The County work crew is painting the pool. Trustee Rapasadi asked when the pool will open. Administrator Carpenter advised that it will open this week. Trustee Peters was told that the manufacturer of the lift should be installing the lift to limit our liability. Administrator Carpenter will check on that. The facility will be inspected by the Health Department on Thursday. Administrator Carpenter advised that the Board approved the Contract with the Landfill regarding the screenings. The Landfill committee is in favor of supporting the Contract. It will go to the full Board on June 11. Administrator Carpenter noted that the Board approved \$50,000 for the current fiscal year for sidewalks. We will finish Main Street. There is 8,000 sq. ft. of sidewalk, 425 sq. ft. of driveways and 250 sq. ft. of curbing to be done. The curbing is for the areas in front of the Erie Mill and the old Cerio's Market on Main Street, noting that it does not make sense to do sidewalks in those areas without curbing supporting it. We are preparing to go to bid with this. The Board will have to award the bid some time in July. We anticipate the cost to be \$35,000 - \$40,000 which will leave \$10,000 - \$15,000 for other sidewalk work. Trustee Peters noted that this process will take 4 - 5 weeks and there are sidewalks on South Main Street already taken up. Administrator Carpenter advised that there are contractors doing those sidewalks, not the Village. The Town will take out the existing sidewalks. Code Enforcement Officer noted that we are bidding all of the work. Trustee Peters is concerned about the area that is currently pulled up. She asked who is doing all of the work, adding that the area should be coned off. Administrator Carpenter stated that it is coned off right now. The Board discussed the sealing of the sidewalks after they are complete. Trustee Peters stated that sealing should be done within 28 - 35 days which is when it cures. Trustee Rapasadi noted that there is an area on North Main Street that is discolored because it was not sealed. Trustee Peters asked about top soil and seeding that are yet to be done. Trustee Warner asked if the work included Queensboro. Code Enforcement Officer Adsit advised that that sidewalk will be taken out. Trustee Warner believes that there is some sidewalk still there. Code Enforcement Officer Adsit will check on it - Queensboro asked permission to take the sidewalk out. The sidewalks at Queensboro were discussed. The traffic pattern at Queensboro was also discussed. Trustee Rapasadi asked if we put the notice on the website about bidding on the sidewalks. Administrator Carpenter stated that it was and we also published the notice.

Trustee Comments.

Trustee Peters asked about the pool lift and Suit-Kote. Administrator Carpenter advised that he gave Suit-Kote the requirements and is waiting for them to get back to us about it.

Trustee Warner asked about the grass near Queensboro on Main Street. Code Enforcement Officer Adsit advised that it was mowed over the weekend. Administrator Carpenter spoke with Queensboro last week and they took care of it. Code Enforcement Officer Adsit advised that there are 15 foreclosure properties in the Village. He is turning three (3) over to the DPW to be mowed - it is hard to keep up and the banks just let the properties sit. Trustee Warner asked about the placards and if we have any problems with squatters. CEO Adsit responded that we do not have problems

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with squatters as the properties are secured by maintenance companies. The process for citing overgrown grass was discussed.

Delegations.

The process for sewer adjustments was discussed. The traffic pattern of trucks in the Village was discussed. The sidewalk plan was discussed. Trustee Warner would like us to provide as much notice to homeowners as possible regarding the sidewalk project.

Motion by Trustee Warner, seconded by Trustee Peters, to adjourn at 7:47 p.m. Passed 3 to 0.

Respectfully submitted,

Catherine E. Williams/s

Catherine E. Williams
Clerk/Treasurer