

VILLAGE OF CANASTOTA

MINUTES

July 1, 2013

Mayor DeShaw called the meeting to order at 7:06 p.m. The Pledge of Allegiance was recited.

PRESENT: Mayor Carla DeShaw; Deputy Mayor Scott Rapasadi; Trustees Bill Haddad, Margaret Peters and Rosanne Warner; Village Administrator Larry Carpenter; Village Mechanic Mark Maxwell; Downtown Revitalization Group members Rick Stevens, Janet Conner and Jack Heintz; Joe Pinnard, John Pinnard; Bruce Burke of PAC 99.

ABSENT: None.

Motion by Trustee Peters, seconded by Trustee Haddad, to approve transfers for the 2012-2013 General Fund Budget totaling \$9,908.97 from 19904.01 (Contingency) as follows: \$35.38 to 11304.01 (Court Contractual); \$.04 to 12101.01 (Mayor Personal Services); \$95.10 to 14104.01 (Clerk Personal Services); \$605.60 to 14204.01 (Attorney); \$375.42 to 51424.01 (Snow Removal Contractual); \$3,346.68 to 51824.01 (Street Lighting); \$5,451.61 to 73104.01 (Youth Programs Contractual); \$.04 to 80104.01 (Zoning Personal Services). **Discussion:** Trustee Peters asked about the transfer for Youth Programs. Clerk/Treasurer Williams advised that this was a result of the improvements made at the pool. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Peters, to approve the following transfer for the 2012-2013 Sewer Fund Budget: \$165.00 from 81204.02 (Sanitary Sewers Contractual) to 14204.02 (Attorney). **Discussion:** Trustee Warner asked if these transfers were to finish for the year. Clerk/Treasurer Williams confirmed that these are year-end transfers. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Peters, to approve the following modification to the 2013-2014 budget: Increase 2089.01 (Recreation Income) by \$890.00; increase 73104.01 by \$623.00. (Note: The increase is to accommodate the fees received for the first session of Zumba and the payment of 70% of those fees to the instructor. Further modifications to the budget will be made to accommodate future sessions.) **Discussion:** Trustee Peters commented that this is a good program. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to approve the General Fund Abstract in the amount of \$29,393.06. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to approve the Sewer Fund Abstract in the amount of \$10,016.93. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, to approve the Economic Development Abstract in the amount of \$44.98. **Discussion:** Trustee Warner asked why we did not purchase this when we purchased the projector. Clerk/Treasurer Williams explained that we received a call after the purchase offering the plan for a discounted price. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Peters, to approve payments totaling \$3,758.40 from the General fund to MBI for health insurance debit card transactions from May 1, 2013 - May 31, 2013. **Discussion:** Trustee Peters asked if we were done and could use the balance in this

account for this year. Clerk/Treasurer Williams advised that the cash balance in the account on May 31, 2013, would be used for 13-14. Passed 5 to 0.

Motion by Trustee Peters, seconded by Trustee Rapasadi, to approve the wire transfer sent to Hasler, Inc. in the amount of \$1,000.00 from the General Fund (16204.01 Village Hall Contractual) for postage. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Peters for the purpose of discussion only, to authorize the Mayor to execute the attached License Agreement with Release and Indemnification and NYS TP 594, between the Village of Canastota and Donald L. Kilts, et al. (Note: The License Agreement pertains for the Kilts' property on West Hickory Street which encroaches into the right of way commonly known as McPherson Road.) **Discussion:** Trustee Peters does not believe that the Village owns this and would like to table the matter until we can do some research and talk with our attorney. Administrator Carpenter advised that our attorney prepared this document. Trustee Peters would still like to table the matter. Trustee Rapasadi would like to table this until our next meeting. Administrator Carpenter will take the questions to the attorney. Trustee Rapasadi asked who maintains the road. Administrator Carpenter stated that we do not. Trustee Haddad withdraws his motion as does Trustee Peters her second.

Motion by Trustee Peters, seconded by Trustee Warner, to table this discussion. Passed 5 to 0.

Mayor DeShaw spoke with the Board about the TEP and Main Street Grants that the Downtown Revitalization Group are working on. They have had 4 - 5 meetings and are talking about street improvements, lights, sidewalks and facade improvements. A walk through was done last week where a committee walked through downtown with Elan, the agency who previously completed a community plan document. Many of the items in that plan document have already been completed. The Mayor reminded the Board members that a copy of the plan document was provided to them a couple of meetings ago. The next item on our Agenda is a motion to have Elan continue working with us to write these grants. The TEP grant is a very competitive grant which, after speaking with DOT, we believe that our project and application can be competitive. This covers sidewalks, trees, lights, etc. REDC applications are out. Main Street money is a part of that initiative. This has many funding streams consolidated into one application. Trustee Peters asked if we can use that money in the Economic Development Fund for this. The Mayor noted that this is different than the Grant. Mayor DeShaw advised that the committee has been working hard to come up with strategies for improving the Village. They are looking at a Facade Grant to help the Village look more appealing. They have talked about things that the building owners could do. Properties with commercial on the first level can get money for improvements of residential on the upper levels. The Mayor and the Committee would like Elan to help us with the grant writing. The Mayor has researched the company. There is money in the Economic Development Fund to pay for this. She would like to take \$9,565 to invest in the grants. Trustee Peters asked if they will do both grants or will we have engineers to the grants. The Mayor advised that Elan will be the lead. They are experts in community development and downtown revitalization and grant writing. Trustee Peters asked if Elan would hire the engineers. The Mayor stated that Elan would reach out to engineers. Administrator Carpenter added that the engineering will be needed to be done if the grant is awarded.

It will be paid out of the grant budget. Trustee Peters asked if the Committee has seen this information. The Mayor advise that they received the same information the Board received. Rick Stevens spoke to the Board stating that this has been a very positive experience. He is in agreement that the Village needs to make a decision - sleeper or destination. The 30,000 cars a day through the Village need a reason to stop here. This will be good for all businesses, not just downtown. People come here from all over the place. Jack Heintz supports the Mayor on her initiative and work - downtown needs upgrading. Mr. Heintz stated that we have an opportunity and need the support of the Board. He wants everyone on the Board to realize that there are people on the committee supporting this. It is a large group in total support of the Mayor and her initiative. Trustee Peters asked what we get for the money. Mayor DeShaw advised that we will get hours of grant writing and research, the experience of the existing plan, getting specifics and working with local business people, making trips to the Village. The grant money will be able to pay for the professional services. Mayor DeShaw advised the Board that the Bee Man will be moving downtown. He is looking for more foot traffic. Trustee Warner asked about Elan's success rate. The Mayor does not have their success rate but has seen some of the projects they have been successful with - Saratoga, Dolgeville, Ithaca. Trustee Rapasadi asked if this were a matching grant. The Mayor advised that it is but our match can be in-kind services and not necessarily cash. Trustee Warner asked about the district. The Mayor advised that currently it goes to Canal Street, but it was decided to move it down to Chapel Street. Trustee Warner asked if it could go all the way to the Thruway. The Mayor said not at this time, but it could be extended at a later time. Trustee Peters asked if the money will come out of the current Economic Development Fund. The Mayor stated that it would.

Motion by Trustee Rapasadi, seconded by Trustee Peters, to accept the Proposal to Submit a Grant Application from Elan Planning Design Landscape Architecture PLLC dated May 20, 2013, in an amount not to exceed \$9,565.00 for services, plus expenses, and to authorize the Mayor to execute said Proposal on behalf of the Village. (Note: The grant application to be submitted is for a NYS Transportation Enhancement Program Grant for Streetscape Improvements on Peterboro Street.)

Discussion: Trustee Warner asked when the grant is due. Administrator Carpenter advised that the applications are due July 27. Trustee Peters thought it was due in August. Administrator Carpenter advised that the other grant application is due in August. Trustee Haddad asked what expenses Elan would incur. Mayor DeShaw stated that travel and labor costs will be incurred. **Trustee Rapasadi amended his motion to limit expenses to \$700.00, Trustee Peters seconds.** Passed 5 to 0.

Mayor DeShaw thanked everyone who attended this meeting and is participating in the business meetings. The Board discussed the existing plan and how that would be incorporated into the new plan.

Motion by Trustee Peters, seconded by Trustee Haddad, to authorize members of the Village of Canastota Zoning and Planning Boards to attend the Planning and Zoning Summer School sponsored by NYCOM to be held on Friday, August 2, 2013, at the Best Western in East Syracuse, New York, at a cost of \$80.00 each, which cost includes breakfast, lunch and materials. (Note: This training will complete the 4 hours of required annual training for Planning and Zoning Board members.)

Discussion: Trustee Peters asked why we don't utilize the training at Morrisville. Clerk/Treasurer Williams advised that we have in the past, but occasionally, due to the timing of the notice of the

training and our meetings, all of the limited space is taken before we can register our members. Passed 5 to 0.

Correspondence.

- Letter from the Comptroller's Office regarding our Tax Cap Reporting for f/y/e 5/31/14. We are within the 2% limit.
- Letter from Canal Town regarding 6/1/12 - 5/31/13 expenses. Trustee Haddad commented that this letter is perfect and would like to use it as a sample.
- Letter from Time Warner regarding changes.
- Letter from Debbie and Joe Farnam with a donation to beautification in honor of Rose Tornabene's 90th birthday.
- Tree letter from Tammy Campanie of 210 West Park Street. Administrator Carpenter met with her at the counter and asked that she write the letter. He is not sure what was done.

Mayor DeShaw introduced John Pinard Jr. and Sr. - they are both running for the Town Board. Joe Pinnard (John Sr.) gave the Board some background on his experience, work history, family history and spoke to the Board about why he is running for Town Supervisor. John (Jr.) Spoke to the Board about why he is running for Town Council. The Mayor thanked them for coming in. Joe and John thanked the Board for the opportunity to speak with them.

Administrator.

Administrator Carpenter advised the Board that Canastota Creek is near the top. Trustee Peters asked about the tank at the WWTP. Administrator Carpenter advised that the tank fills first then the water flows out. We have had overflows in June and we have been overflowing since last Thursday or Friday and believes that it is continuing with all of the rain that we have been having. Trustee Peters asked what all of the rain is doing to properties. She is concerned about the area where it is washing away the land along the Creek near properties. The Board discussed the water situation in the Village.

Suit-Kote finished on the south side - they are starting the north side on the 8th and 9th. They will begin paving soon after. At the end of July, they will begin the slurry process on the streets. There was an issue on Second Street which has been fixed. Trustee Peters is concerned about the height of the new road compare to the height of the catch basins. Administrator Carpenter advised that the DPW just took care of many of the catch basins. Trustee Peters feels that the roads are much lower than they were before. Administrator Carpenter stated that we can look at them and rebuild them if we need to.

Administrator Carpenter reached out to the City of Oneida to offer the Village's help with the recent flooding. Our police and fire departments have been there already. He will have CEO Adsit helping them also. Our time can be billed to FEMA.

The purchase of a backhoe is in the 13-14 budget. We have had conversations regarding the loader and believed that we will need one within the next couple of years. On Wednesday, we had a problem with the current loader, which needs \$7,500 - \$10,000 of repairs. Mark Maxwell, our Mechanic, is here to talk about the problems. Mark explained the problem with the loader - we used it heavy for one whole day and it is not use to that kind of usage. As a result, it developed a crack. He checked the whole machine for damage and wear. He reviewed with the Board all of the repairs and replacements that need to be made. The estimate has increased to \$11,000. The fair market value of the unit is about \$32,000. Trustee Rapasadi asked about a trade-in value. Mark noted that these types of units are selling at auction for \$23,000 - \$32,000. The Mayor asked if we could get that much for our unit in its current condition. Mark believes that we could. He discussed with the Board his reasons for wanting the size and type of machine that he is recommending. Administrator Carpenter will put together some options for the Board to consider at another time. Mayor DeShaw thanked Mark for being here tonight. Mark reiterated to the Board that the problems with the loader are wear items and that we have hit the threshold for these types of problems. Mayor asked Mark if it is better to buy new or fix this or buy a used unit. Mark replied to purchase new.

Administrator Carpenter advised that today we opened the bids for sidewalks. Eight (8) bid packets were picked up and three (3) bids were received. Two (2) prices were very close. Administrator Carpenter wants to have our attorney review the bids. Trustee Peters thought the bids should be opened at a meeting. Administrator Carpenter noted that bids were received from Davis Construction, Concrete Slipform and Sgarlata Concrete. The Mayor asked Administrator Carpenter to bring the bids back at the next meeting. Administrator Carpenter advised the Board members that the bids are in his office and can be reviewed at any time.

Mayor.

The Mayor thanked the Board for approving to move forward with Elan. Mayor DeShaw advised the Board that the Bee Man is moving downtown into Kelly Stremmel's building. He is also interested in purchasing another building. The Mayor has spoken with Joel Arsenaault - he may have a person interested in the building on the corner of South Peterboro and Center Street. She has no details yet. Mayor DeShaw is working on a project that could bring 100 - 200 jobs to the Village and involves the old Diemolding buildings. An offer has been made - waiting to see if the owner accepts the offer. Trustee Peters asked if it will involve PILOTs. The Mayor advised that we are not there yet. The buyers love Canastota - they were here for Boxing Hall of Fame Weekend and liked what they say. They were treated nicely by residents and like the administration. They like the site and it is large enough for their intended use. Trustee Peters asked if there were a building in the Business Park that would work for this company. The Mayor reiterated that they are not interested in the Park - the Diemolding site is the right site. There is nothing like the Diemolding site in the park and they want to be in the Village. The Mayor has been working a lot with the REDC application and the Main Street proposal. There is a lot of interest. Her time will almost totally be

focused on grant writing. The pool signs are up and the playground plans are moving forward. Rotary has \$33,000 committed. Trustee Peters noted that the price has changed - it was \$90,000 first and now it is up to \$150,000. Administrator Carpenter confirmed that the price has changed. The Mayor noted that it is moving forward. Mayor DeShaw met with Chris Brown regarding co-ed softball. She drew up a letter regarding adult language and behavior. We have been having problems with language and some other issues. The Mayor advised that some people contacted her which lead to discussions. All people involved have been given the same penalty. Trustee Peters commented that it is sad that the Mayor would have to do this. Mayor DeShaw stated that she didn't have to, but chose to before it got out of hand - this is a good league. There are eight (8) teams and two (2) teams had a problem - not the majority. Trustee Peters suggested letting them police themselves. The Mayor advised that Chris Brown, from the league, came to her and she helped. Trustee Haddad advised that the co-ed league needs to pick up after themselves - it is horrible. Administrator Carpenter asked if the problem is the league or the people in the stands. Trustee Haddad stated that the league is responsible either way. Mayor DeShaw will take care of it.

Mayor DeShaw presented the rendering of the Canastota Firemen's Park. The firemen are meeting on the 8th. Trustee Warner talked with the firemen - she believes that they like the third drawing. The Mayor and the Board discussed options for the Park. The names of the deceased firemen were discussed. The criteria for having a name placed on the memorial was discussed. Trustee Haddad asked who will clean the park of snow in the winter time and if there was power in the park. Administrator Carpenter advised that there is currently power in the park. The Mayor will report back after July 8.

Department Heads.

Fire Chief Massarotti advised that the creek is 6" below the bridge and that a tree fell on a house.

Trustee Comments.

Trustee Rapasadi commented on the Canal bridge mural - the artist did a beautiful job. Trustee Peters noted that it is tough to see with cars parked on Canal Street. Trustee Rapasadi left a business card for the Mayor from a band. The Mayor is waiting to hear from other bands that she has already contacted.

Trustee Warner asked if Suit-Kote would be doing anything with the fire department parking lot. Administrator Carpenter believes that we will have money left in roads after Suit-Kote does their work. He will try to get the company that the County is using to do some work to include the fire department. Trustee Peters asked who that company was. Administrator Carpenter does not know as it has not been awarded yet. Trustee Warner asked if the County bid this. Chief Massarotti advised that the Fire Department budget will take care of the parking lot. Trustee Warner asked about the key fobs. Chief Massarotti commented that they are good. Trustee Warner advised that the firemen want to do the haunted house again this year. She had a conversation with the Fire Council regarding the Hall of Fame. They would like to do a pancake breakfast. The Mayor asked

Trustee Rapasadi to talk with BHOFF Director Ed Brophy regarding putting this on the schedule of events for the weekend for next year. Trustee Rapasadi will report back at the next meeting.

Trustee Warner asked for updates on the Food Hub. Mayor DeShaw advised that they got the Phase II report back. The property has oil on the northeast corner - about ½ acre area. The parties are in discussions about how to clean it up and move forward. DEC is involved. They having a meeting with the Food Hub, Administrator Carpenter, the Mayor, DEC and the attorney. Trustee Peters asked how they got a negative declaration on SEQRA with contamination. The Mayor explained that only two (2) of the wells that were dug for testing came back with oil and only one (1) is slightly over the limit that required something to be done. Trustee Peters advised that according to the information submitted to Madison County, there were no problems. The Planning Board issued a negative finding on the SEQR in May. Mayor DeShaw advised that there is an Agreement with contingencies and the parties cannot move forward until that is taken care of. The Board discussed the matter of the negative declaration that was referenced in the Madison County IDA letter dated May 20, 2013. Mayor DeShaw would like us to take a positive approach to this project. It is not the time for the Board to be involved yet. We need to wait for the parties to finalize their agreement. Communication between the Mayor and the Board regarding the project was discussed. Trustee Peters feels that the Board is not receiving information from the Mayor. Mayor DeShaw has informed the Board at every meeting of the status of the project and reiterated that until the parties are done negotiating and have an executed Agreement, what happens between the parties does not involve the Board. Trustee Warner asked about the status of the minutes. Clerk/Treasurer Williams advised that they will be caught up by the next meeting.

Trustee Peters asked about the next Joint Facility meeting. Administrator Carpenter does not have a date yet. He will speak with Supervisor DiVeronica. Trustee Peters would like to move forward on diesel fuel to save taxpayers money. Administrator Carpenter will speak with Supervisor DiVeronica tomorrow. Trustee Peters asked about the Ferris mower that was charged to the Sewer budget - did we take one of the old ones? Administrator Carpenter believes that we did. Trustee Peters asked if we got rid of something. Administrator Carpenter stated that we did not. Trustee Peters advised that the cost of overtime for Boxing Hall of Fame Weekend was \$3,352.00 for Saturday and Sunday for DPW. It was \$2,549 for the Police Department. Trustee Peters asked about putting down cold patch during the parade. Administrator Carpenter advised that at the entrance to the school there was a pothole that parade participants were marching through. DPW Foreman Tornatore talked with the school before the parade and the school was supposed to repair the pothole. Chief Zophy asked DPW Foreman Tornatore to repair the pothole on the day of the parade for safety reasons. Trustee Peters asked why in the week and ½ of preparation for the parade we did not see it. Administrator Carpenter reiterated that it was on school property.

Trustee Haddad informed that Board that Canastota Little League Intermediate 11 - 13 years olds won District 9 this year. It was 44 years ago in 1969 that we last won this division. Trustee Haddad is very proud of these young individuals and they have a long road to go. These young men are of the caliber to go a long way. Trustee Haddad advised the Board of the teams' schedule and the potential locations of future games should they keep winning. Little League cannot pay for their travel expenses if they keep winning, but it can assist them with the fundraising. It will be very

Village of Canastota

July 1, 2013

Page 8 of 8

expensive to send the players to the next round of play. Little League is prepared to upgrade their uniforms when they move on. The Mayor would like the players come to a Board meeting once their season is complete and present them with certificates. Trustee Haddad advised that the softball team also was District 9 champion and will be moving on. Trustee Haddad informed the Board that on Memorial Day the Fire Department visited his home to take care of a tree on fire because of a downed wire. Trustee Haddad provided the Board with some literature regarding safety when dealing with power lines that he provides to his employees. This has been given to the Fire Department. He also provided a probe to the Fire Department that will tell you if something is electrified. Mayor DeShaw would like to have a meeting with Trustee Haddad on the website - she would like to get things moving on this. Trustee Haddad commented that the Village of Cazenovia has a nice new site. The Mayor asked for potential meeting dates.

Trustee Warner mentioned the air conditioner for the Fire Department. Chief Massarotti advised that he was spoken with Administrator Carpenter and is all set.

Delegations.

None.

Motion by Trustee Peters, seconded by Trustee Haddad, to adjourn at 9:07 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams/s

Catherine E. Williams
Clerk/Treasurer