

VILLAGE OF CANASTOTA

MINUTES

May 5, 2014

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 Bill Haddad, Rosanne Warner and Jeffrey Carpenter; Fire Chief John Massarotti; Assistant Fire Chief Lyle Chafee; Code Enforcement Officer Michael Adsit; Lenox Councilman Anthony Palamara; and Bruce Burke of PAC 99.

ABSENT: None.

Motion by Trustee Haddad, seconded by Trustee Carpenter, to approve the minutes of the April 15, 2014, Public Hearing. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to approve the minutes of the April 21, 2014, meeting. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, to approve the following budget modification: Increase 2089.01 (Zumba Fees) by \$1,565.00; Increase 73104.01 (Recreation Contractual) by \$1,120.50 (Note: This is to accommodate the fees and expenses for Zumba Session VIII and Zumba Party); increase 51124.01 (CHIPS) by \$18,182.35; increase 3501.01 (CHIPS) by \$18,182.35 (Note: This is to accommodate the increased revenue in CHIPS funding.) Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Carpenter, to authorize the Mayor to execute the attached Agreement with Over the Hill Gang in the amount of \$500.00 for fiscal year June 1, 2013 - May 31, 2014. **Discussion:** Trustee Warner asked if we had received an accounting from the Over the Hill Gang on their expenses last year. Administrator Carpenter advised that we did not and he is not certain that it was requested of them. Mayor DeShaw asked that we make the request for the documentation after their June 1 event. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to approve the General Fund Abstract in the amount of \$26,361.91. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Carpenter, to approve the Sewer Fund Abstract in the amount of \$9,352.39. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to approve the WWTP Capital Upgrade Abstract in the amount of \$41,527.44. **Discussion:** Administrator Carpenter explained that this is the last large bill that we will have. The project is almost done. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to approve the Capital Fund Abstract in the amount of \$2,364.28 (Note: These are expenses for Founders' Park.) Passed 5 to 0.

Delegations.

None.

Motion by Trustee Warner, seconded by Trustee Carpenter, to approve the request of Paul Perry, owner of 450 E Canal Street, for a reduction in the Sewer Debt Unit Charge on this property from 1 unit to .25 units as the property is now a vacant parcel. **Discussion:** Mayor DeShaw asked if this is the house that was torn down. Administrator Carpenter confirmed that it is. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, to appoint Charles R. Hartle as a seasonal labor under the direct supervision of the DPW at a rate of \$8.50/hour effective May 7, 2014 and ending not later than September 30, 2014. **Discussion:** The board discussed the seasonal employees that are working with the DPW. Mayor DeShaw explained that she would like to use BOCES interns that have worked with the Village through the summer program. Passed 5 to 0.

Discussion regarding the proposal of Confidata for document shredding services.

Administrator Carpenter explained to the Board how we came to look for their services. Clerk/Treasurer Williams explained how the program works.

Motion by Trustee Carpenter, seconded by Trustee Haddad, to rescind the previous motion to approve the contract with Shred It and explore a contract with Confidata for document shredding services to be prorated with Town and Village departments. Passed 5 to 0.

Motion to authorize the Mayor to execute the attached Premium Rate Schedule & Contract Summary with Excellus for the SimplyBlue Plus Gold 6 plan effective June 1, 2014. (Note: Our current plan expires 11/30/14 and will no longer be available. We have negotiated with Excellus to allow us to change our plan year to June 1 to coincide with our fiscal year and aid in budgeting for this expense.)

Discussion: Clerk/Treasurer Williams discussed with the Board the history behind the changes that are being proposed. Trustee Haddad explained the Healthy Roads Plan in which his company participates. He asked if the Villages charges our employees a penalty if both spouses have health insurance. The Mayor asked Administrator Carpenter to check to see if there are other municipalities that allow their Trustees to participate in the health insurance plan. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Carpenter, to authorize payment to Jim Bavo in the amount of \$155.00 for expenses incurred due to a plugged sewer main. **Discussion:** Administrator Carpenter explained the series of events that led to Mr. Bavo's incurring this expense. He called the DPW late on Friday and left a message. He did not call the cell phone as our message instructs. The DPW did not get the message until Monday and went to Mr. Bavo's home. Over the weekend, Mr. Bavo had Roto-Rooter come out and they determined that the main was plugged. Mayor DeShaw would like the message changed to say that if the DPW emergency cell phone number is not called, then the Village will not be responsible. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Rapasadi, to accept the attached proposal from Stokes Youngs PLLC for services as the Village Attorney from June 1, 2014 - May 31, 2015.

Discussion: Mayor DeShaw commented that we talked about this during the last meeting - there is a \$10/hour increase which makes our rate the same as his other municipal clients. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Carpenter, to appoint John Pinard to a 6-year term as a Town of Lenox representative to the Recreation Board based on the recommendation of the Town of Lenox. (Note: This is to fill the vacancy left as a result of the resignation of Mark Arner.) Passed 4 to 0 to 1. Trustee Warner abstaining.

Discussion regarding proposed sandwich board sign law. The Mayor asked the board if they reviewed the sign laws and reminded the Board that we are talking only about sandwich board signs tonight. Code Enforcement Officer Adsit gave the Board a recommendation for fees for the sandwich board signs. Trustee Rapasadi asked what would be considered a temporary sign. The Board discussed what is considered a sandwich board sign and the length of time that a temporary sign may be placed and where that sign may be placed. The definition of sandwich board sign in the proposed local law was reviewed. Trustee Haddad asked if the sign in front of the Public Library would be considered a sandwich board sign. Trustee Haddad suggested that perhaps the law is unclear as to whether there is discretion on the part of the Code Officer about changes to signs once approved.

Motion by Trustee Warner, seconded by Trustee Rapasadi, to schedule a Public Hearing on proposed Local Law #2 regarding Sandwich Board Signs to be held on Monday, May 19, 2014 at 7:15 p.m. Passed 5 to 0.

The Mayor asked for a letter to go out to people who use sandwich board signs so that they are aware of the public hearing.

Discussion regarding Visitors' Center. The Mayor met with Rick Stickels and Diane Karan of Oneida Savings Bank to further discuss the idea of the Farr Brothers building - it was a great discussion. The Bank is interested in finding out if we had a 501(c)(3) to work with. We are working with the Canal Town Museum, Chamber of Commerce and the Library. The Bank needs \$65,000 from the sale of the building. Mayor DeShaw showed the Board some pictures that were taken of the space in the building. Rick Stickels will come to our meeting on June 2. He and Diane Karan will be here to talk about the building and what they can help us with. Before that, there will be a meeting of the Canastota Canal Town Corporation Board to talk about their involvement. Museum President Joe DiGiorgio is doing some research on preservation funds. The Oneida Group grant might be able to be used as a match to a preservation grant. Mayor DeShaw advised that there is a tenant in the building. Administrator Carpenter will ask Larry DiGeorge to come look at the outside of the building to try to help us get an idea about how much it will cost to make this building usable. The Board discussed the cost of an elevator. The Board will meet at 4:00 on May 19, 2014, to look at the space.

Motion by Trustee Warner, seconded by Trustee Rapasadi, to hold a special Board Meeting on May 19, 2014, at 4:00 at the Farr Building. Passed 5 to 0.

Correspondence.

- Report from Fire Chief Massarotti regarding calls answered and training attended by the Fire Department.
- Letter from BNY Mellon regarding an increase in administrative fees. Clerk/Treasurer Williams tried to have the increased waived. BNY Mellon would not waive the increase.

Administrator.

Administrator Carpenter reported that Code Enforcement Officer Adsit has been working on the sidewalks, he has measured everything on Roberts Street, MacArthur Place and Clark Street. CEO Adsit passed out a spreadsheet showing anticipated costs based on last year's figures. Administrator Carpenter advised that we would need \$50,000 from fund balance to do this project. The Mayor thanked CEO Adsit for his work.

Mayor DeShaw asked the Board what they wanted to do about this project. CEO Adsit explained that property owners have received letters letting them know that we will be in their area for sidewalk repair. The Mayor asked CEO Adsit to determine what areas are in the most need of sidewalk repairs. CEO Adsit agreed that Roberts Street and MacArthur should be done. Administrator Carpenter reminded the Board that we still have to do Big M (Cerio's) and we have 6 properties left over from this year that want their sidewalks done. The Board discussed funding of this year's project and the potential costs for extra sidewalks. Mayor DeShaw asked CEO Adsit for actual costs for the Big M (Cerio's) and extras. She wants to bid out the new project with Option I as Roberts Street and Clark Street and Option II to include MacArthur Place. Trustee Haddad asked if we are doing homeowners' aprons on their driveways. The Mayor explained that the Village is not doing that but the homeowner can pay an extra fee to the contractor and the contractor can do the work.

Administrator Carpenter reported that Scotty's reduced their bill for the bounce houses from \$1,475.00 to \$1,175.00 as we are not using their generators.

Administrator Carpenter advised that we are having problems with one of the burners at the WWTP - it doesn't run right. Letters were sent to 4 contractors that it needs to be fixed post haste.

Administrator Carpenter and Joe DiGiorgio are going to WCNY next Saturday from 10 - 6 to participate in a program about communities along the Erie Canal. Administrator Carpenter passed out a flyer on the upcoming Tuesdays on the Towpath program. The Mayor will be leading one section of the program on August 26.

Administrator Carpenter reported that the Village of Canastota will get an additional \$9,949.00 from CHIPS to spend on streets.

Founders' Park is on budget and on time at the moment. We expect to stay on budget, but may have a problem with time. Administrator Carpenter advised the Board that we have received a complaint about the Founders' park - the Mayor would like everyone to hold their judgment until the park is done.

Mayor.

Mayor DeShaw had Administrator Carpenter follow up with the new company in the Business Park. A draft offer has gone to the owner. They expect to be in by July. This is the recycling plant from Florida. The Mayor also reported that the business owner that makes parts for jet engines is moving forward and should be in production soon. Administrator Carpenter informed the Board that he took a new business prospect on a tour of the Barlow Street property. The Mayor talked about developing some community or focus group or person in place of liaisons or commissioners. Mayor DeShaw would like to move forward and put a committee together to work on the Visitors' Center and tourism. She will research other municipalities. Mayor DeShaw does not want too many committees. She asked the Board for recommendations for committees and commented that the liaison structure doesn't work. The Mayor thinks that we need to update how we use the Trustees on projects in the Village. Mayor DeShaw would like to use the Trustees' strengths for the benefit of the committees. Mayor DeShaw asked Chief Massarotti what would be a useful tool to have from a liaison to his department. Chief Massarotti remembered that a former Trustee, John Massarotti, did come in every month with a spreadsheet on the Fire Department expenses for the month. Mayor DeShaw asked Chief Massarotti if there is still activity on the training tower. Chief Massarotti did not put it in the budget, but it is something that they would still like to do.

Trustee Comments.

Trustee Carpenter is all set.

Trustee Haddad is putting information about the Village on FaceBook. We have had 565 likes and good comments. Trustee Haddad may be absent from the August 4 meeting.

Trustee Warner asked about the house on Canal Street that was purchased at auction 2 years ago. CEO Adsit reported that he sent letters last week regarding junk vehicles. The vehicles should be gone within 2 weeks and CEO Adsit asked him to get back to him within 2 weeks regarding the house. Trustee Warner would like to see a committee on a Comprehensive Plan.

Trustee Rapasadi noticed a lot of pot holes on Stroud Street. Trustee Rapasadi also commented about two signs on the corner of Peterboro and Maple Streets - the diner and Great Swamp - the signs blocked his view of traffic today.

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Trustee Warner asked Administrator Carpenter if we checked to see MaryLynn pump station could be added to our maintenance contract. Administrator Carpenter spoke with Supervisor Pinard and put him in touch with Bill Buchan of OMI.

Motion by Trustee Warner, seconded by Trustee Haddad, to adjourn at 9:17 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams
Clerk/Treasurer