VILLAGE OF CANASTOTA
MINUTES
June 1, 2015

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

PRESENT: Mayor Carla DeShaw; Deputy Mayor Rapasadi; Trustees Rosanne Warner and Jeffrey Carpenter; Administrator Larry Carpenter; 1st Assistant Fire Chief Lyle Chafee; Lenox Supervisor John Pinard and Anthony Palamara Lenox Councilman.

ABSENT: Trustee Bill Haddad.

Motion by Trustee Rapasadi, seconded by Trustee Carpenter, to approve the minutes of the previous meeting. Passed 4 to 0.

Motion by Trustee Carpenter, seconded by Trustee Rapasadi, to approve the following budget transfers for the 2014/2015 General Fund Budget: $2,000.00 from 80201.01 (Planning Personal Services) to 14201.01 (Village Clerk Personal Services); $10,328.20 from 90608.01 (Health Insurance) to 12101.01 (Mayor Personal Services) $.04, 13241.01 (Administrator Personal Services) $503.55, 13254.01 (Administrator Contractual) $10.17, 14101.01 (Village Clerk Personal Services) $1,057.32, 31201.01 (Police Personal Services) $1,953.18, 39891.01 (Codes Personal Services) $55.35, 51101.01 (DPW Personal Services) $4,734.51, 51102.01 (DPW Equipment) $152.50, 51424.01 (Snow Contractual) $1,732.63, 71101.01 (Parks Personal Services) $119.25, 90408.01 (Workers Comp) $9.60. **Discussion:** Trustee Warner questioned the transfer of money into personal services lines. Clerk/Treasurer Williams explained some of the transfers. Passed 4 to 0.

Motion by Trustee Carpenter, seconded by Trustee Warner, to approve the following budget transfers for the 2014/2015 Sewer Fund Budget: $16,745.76 from 81202.02 (Sanitary Sewer Capital) to 19905.02 (OCWA Billing Fees) $648.56, 81201.02 (Sewer Personal Services) $4,977.57, 90308.02 (Social Security) $119.24, 97106.02 (Debt Service on Bond) $11,000.39. Passed 4 to 0.

Motion by Trustee Carpenter, seconded by Trustee Warner, to approve the following budget modification for the 2014/2015 budget: Increase 31201.01 (Police Personal Services) by $25,743.48; increase 90308.01 (Social Security) by $1,969.43; increase 2260.01 (SRO Reimbursement) by $27,712.91. (Note: This is to account for the SRO expense and revenue for fiscal year 2014/2015.) **Discussion:** Trustee Rapasadi asked about the personal services line. Clerk/Treasurer Williams explained that the School Resource Officer came on after we had already done the budget and were already into the fiscal year. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Carpenter, to approve the following budget modification for the 2015/2016 budget: 1001.02 (Sewer Debt Unit Charges) to $151,952.50. (Note: This change is to correct an adjustment made by the assessor's office in the number of sewer debt units reflecting a decrease due to the demolition of 2 properties in the Village which took place after taxable status day.) Passed 4 to 0.

Motion by Trustee Carpenter, seconded by Trustee Warner, to approve the May 21, 2015, General Fund Abstract in the amount of $20,921.38. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to approve the May 21, 2015, Sewer Fund Abstract in the amount of $12,780.58. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Carpenter, to approve the June 1, 2015, General Fund Abstract in the amount of $19,954.43. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Carpenter, to approve the June 1, 2015, Sewer Fund Abstract in the amount of $1,984.89. Passed 4 to 0.

Delegations.

Lenox Councilman Anthony Palamara asked about the motion to increase the budget after the fact. The Mayor explained why we are modifying the budget now. Lenox Supervisor Pinard advised the Board that there was a meeting last week about the Court Street bridge closure that no one knew about. There will be another meeting scheduled for a later date which will be to make sure that all fire and emergency matters will be coordinated. The bridge will be closing on June 15, 2015. The Mayor would like Supervisor Pinard to contact her and she will let Administrator Carpenter know the when the meeting will be held.

Motion by Trustee Warner, seconded by Trustee Rapasadi, to approve payments totaling $2,605.40 from the General fund to MBI for health insurance debit card transactions from April 1, 2015 - April 30, 2015. Passed 4 to 0.

Motion by Trustee Carpenter, seconded by Trustee Rapasadi, to approve the ACH payment to USDA Rural Development from the Sewer Fund for payment due on the 2003 Interceptor Pipe Bond in the amount of $10,000.00 (97106.02 Debt Service) and $9,337.50 (97107.02 Interest on Debt Service) for a total payment of $19,337.50. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Carpenter, to authorize the Mayor to execute the attached Annual Software Support Contract with Williamson Law Book Company in the amount of $544.50 for the Building & Codes Enforcement software for period beginning June 1, 2015 and ending May 31, 2016. Authorization is also given to issue payment to Williamson Law Book Company from the General Fund (39894.01.75 Codes Computer Maintenance) in said amount. Passed 4 to 0.

Motion by Trustee Warner, seconded by Trustee Carpenter, to authorize the Mayor to execute the attached Annual Software Support Contract with Williamson Law Book Company in the amount of

$483.00 for the WLB Tax Coll/TaxGlance software for period beginning June 1, 2015 and ending May 31, 2016. Authorization is also given to issue payment to Williamson Law Book Company from the General Fund (16204.01.63 Computer Programming/Training) in said amount. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to approve the attached request of the Canastota Volunteer Fire Department to allow the use of the Firemen's Pole Barn by Gene Johnson on June 20, 2015. (Note: Proof of insurance has been received.) Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Carpenter, to increase the hourly rate for Laborers from $8.50 to $8.75 effective June 1, 2015. **Discussion:** Trustee Warner asked if we have budgeted this. Administrator Carpenter explained that the increase will only be $20.00 a week. The Mayor added that this will put us in line with other minimum wage employers. Passed 4 to 0.

Correspondence.

- Email from Little League regarding fall ball. They are requesting use of the fields and concession stand at the Recreation Park for September and October. The Mayor would like the letter forwarded to Steve White, Recreation Director, to make sure that there are no conflicts with Pop Warner.

- Letter from Excellus BlueCross/BlueShield regarding a request for a rate change in 2016.

- A Certificate from Shred-it certifying that the Village saved 7.80 trees from destruction in 2014.

Administrator.

Administrator Carpenter gave an update regarding paving - we are planning to do State Street, Lamb Avenue, Wilson Avenue and High Streets using Suit Kote. Administrator Carpenter also spoke with the County regarding paving East Center Street, the entrance to the two (2) parking lots off Center Street and the Rec Field. The County will help us with this. We have repaired the catch basins and will be doing more until after Hall of Fame.

Administrator Carpenter spoke about the Brownfield at the DPW. National Grid has been watching this. They will need to do a clean up of the ground under the DPW building. They could prop up the building and dig underneath or they could knock the building down and rebuild it. National Grid's engineer is recommending that they knock it down. We could get a new building that would work to the betterment of the Village and could include a lean-to for storing equipment. Administrator Carpenter feels that this could be inconvenient, but it could be a good thing. The

Mayor asked about the sewer work on Center Street. Administrator Carpenter clarified that we are doing street work on East Center Street - sewer separation will be on Commerce Street and Center Street and State Street. Trustee Rapasadi asked if anything has been done with the building on Center Street. Administrator Carpenter believes that the County may have to take it back for taxes. The Mayor had a call from someone who was interested in the property.

Mayor.

The Mayor has been spending a lot of time and working hard with the Children's Council regarding a summer program and a musical theater program. We will be using the school. The school has a grant for breakfast and lunch. This will be part of the program. Mayor DeShaw has worked with Allison and Stephanie putting this program together. There are 5 offerings at each slot for 8-10 year olds and 11-14 year olds and it will run for 5 weeks. There are different offerings each week and they will repeat some classes. The Mayor recognizes that this is a short time frame and we need to get this out. Mayor DeShaw commented that it should have been done in May and if she does not have a commitment from Children's Council tomorrow, we may have to cancel the program. The Mayor is trying to make this a full-day program. The Great Swamp has put together 5 - 6 offerings that the Mayor thinks are phenomenal - the nature programs are a good offering. The Mayor noted that we have some alumni coming back to do some programs. Allison and Stephanie have done a phenomenal job - it has been a lot of work. Mayor DeShaw is hoping for good news from the Children's Council. Trustee Warner noted that her son has signed up to help. The Mayor talked a little bit about paying mentors and the budget for the program. They would like to break even this year and cannot afford to pay mentors. The Mayor contacted Children's Celebration Center to see if they could participate and help us offer a full-day program, but it does not look like it will be cost-effective. Mayor DeShaw believes that we may just be offering a ½ day program if Children's Council does not put the musical theater piece together. The Mayor also shared that there is a K-3 program still in the program format that the Children's Council had done.

Mayor DeShaw talked about the REDC CFA's. She spoke with the New York State Canal Preservation - we have not moved on that yet. The Mayor and Administrator Carpenter need to get with the Canastota Canal Town Corporation to determine what we are going to do. They would like us to reapply. We have until July 31 or October 5 depending on what program we apply for.

The Mayor advised Supervisor Pinard that there is some money for research studies regarding shared services. She suggested that we could look at DPW and Highway and asked if there is anything else that we could do. The Mayor shared information regarding the available workshops for the grants.

Mayor DeShaw shared that we have been working on getting caught up and also talked about having Clerk/Treasurer Williams give a report on the budget at our meetings. She would like it to be just an overview - nothing in detail unless something is on the agenda. Clerk/Treasurer Williams and

the Mayor will put together a format for that and will hopefully be starting in July. The Mayor asked the Board if there was anything that they would like to see.

Clerk/Treasurer Williams spoke to the Board regarding tax bills. When the County printed the bills, they printed the wrong due dates. This happened for all Villages in the County. We are working to determine what needs to be done.

Mayor DeShaw asked 1st Assistant Chief Chafee if he had anything for the meeting. The only thing he has is a request from Chief Massarotti regarding a boot drive. The Mayor noted that she just received the request yesterday - they want to do this on the Saturday of Boxing Hall of Fame Weekend on Main Street. She wants to speak with Chief Zophy and will get back to the Fire Department. The Mayor asked about the purpose of the funds and noted that the request came to her as a text message from Chief Massarotti. She will check into this.

Chief Chafee advised the Board that the Fire Department just received two new AEDs. One was purchased using the Church money to pay for ½ and the Company money to pay for the other ½ and one was purchased by the Village. Chief Chafee asked if the concrete pads will be done when the black top is being done. Administrator Carpenter believes that we can do that. The Mayor asked what the issue has been with getting the pads done. Administrator Carpenter explained that it has been budgetary and that they will get done this spring. The Mayor talked about having better tri-communication between the Village, the Fire Department and the Fire Company. Chief Chafee talked about the Fire Department working with Greater Lenox on full arrest calls.

The Mayor noted that Kid's Day may be canceled this year. Because of the issue with the fire barn they had to go to the school. Now the school is requiring a $3 million insurance policy and requiring Worker's Compensation coverage for the volunteers. Now they can't use the school. The Mayor was asked if she could facilitate a conversation between the Fire Department and Kid's Day. The Mayor is hoping that maybe the event can still be held. If something changes, the Mayor asked Chief Chafee to go back to the Company to have a discussion about Kid's Day and that the Company open their minds about asking if Kid's Day can use the barn. Chief Chafee has no issue with that. The Mayor believes that we need this in our community and would like to have it come back next year at the least. Chief Chafee suggested that someone from the Village Board come to the meeting and let the Company know what is going on. He thinks that there will be a better response. There is a Company meeting tomorrow night at 7:00 p.m. Mayor DeShaw will be at the meeting and will call Kid's Day this evening. She asked Supervisor Pinard and Trustee Warner to go to the meeting with her tomorrow. Mayor DeShaw received a letter from the Fire Company about purchasing the property from the Village. She has not had a chance to look into that yet, but will get back to them when she does.

Trustee Comments.

Trustee Rapasadi reminded everyone of the Hall of Fame activities next week. The Mayor noted that we are working hard to clean up everything and that Code Enforcement Officer Adsit has sent out many letters. Administrator Carpenter noted that most people have cleaned up and mowed. The Mayor stated that we are starting to take the codes a little more seriously and are cutting back on the warnings and not waiting. The Board talked about the condition of some of the front porches in the Village. The Mayor and Code Enforcement Adsit have talked about this and they have driven around the Village.

Trustee Warner talked about a sympathy card at the last meeting - she sent it from the Village of Canastota to the Mayor of East Syracuse.

Trustee Carpenter has not comments - everything was already covered.

Mayor DeShaw noted that Trustee Haddad is out of town for work and he sends his regards. Administrator Carpenter will be doing opening remarks at the induction on behalf of the Mayor who will be out of town. The Mayor asked the Trustees who will be marching in the parade for the Village. Trustee Rapasadi can not. Trustee Carpenter believes that he will be in the parade with his employer. Trustee Warner is out of town. Trustee Haddad will be there and he will be doing the annual inspection of the Fire Department.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to adjourn at 8:01 p.m. Passed 4 to 0.

Respectfully submitted,

Catherine Williams

Catherine E. Williams
Clerk/Treasurer