

VILLAGE OF CANASTOTA  
MINUTES  
July 20, 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 Bill Haddad; Administrator Larry Carpenter; Code Enforcement Officer Mike Adsit; Estelle Patane, Mike Patane and Bruce Burke of PAC 99.

ABSENT: Trustee Jeffrey Carpenter.

Motion by Trustee Haddad, seconded by Trustee Warner, to approve the minutes of the June 11, 2015, special meeting. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to approve the minutes of the June 15, 2015, meeting. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to approve the minutes of the June 30, 2015, special meeting. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to approve the following budget modification to the 2015/2016 General Fund Budget for the 2014/2015 Encumbrance Carryovers: Increase 31202.01 (Police Capital) by \$2,789.64; increase 31204.01 (Police Contractual) by \$99.00; increase 34102.01 (Fire Capital) by \$568.50; increase 34104.01 (Fire Contractual) by \$1,727.22; increase 51104.01 (Streets Contractual) by \$44.99; increase 73104.01 (Recreation Contractual) by \$2,140.94; increase 76204.01 (Adult Recreation Contractual) by \$1,200.00, for a total of \$8,570.29. (See the attached Encumbrance Report for details.) **Discussion:** Trustee Warner asked if it was the same as the purchase order report. Clerk/Treasurer Williams confirmed that it is. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, to approve the following budget modification to the 2015/2016 Sewer Fund Budget for the 2014/2015 Encumbrance Carryovers: Increase 81304.02 (WWTP Contractual) by \$11,819.46. (See the attached Encumbrance Report for details.) Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to approve the General Fund Abstract in the amount of \$182,182.95. Passed 4 to 0.

Motion by Trustee Warner, seconded by Trustee Rapasadi, to approve the Sewer Fund Abstract in the amount of \$48,041.66. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, to approve payment from the General Fund as follows for the 2014/2015 Encumbrance Carryovers: \$26.00 to Canastota Publishing Co., Inc. from 73104.01.135; \$927.00 to Clean All of Syracuse, LLC. from 73104.01.112; \$995.00 to Emergency Equipment Supply, Inc. from 34104.01.91; \$1,075.00 to Eversan, Inc. from

73104.01.105; \$1,200.00 to Hale's Bus Garage, LLC from 76204.01; \$99.00 to Lewis Uniform Company, LLC from 31204.01.77; \$44.99 to Tractor Supply Company from 51104.01.40; and \$112.94 to Walmart from 73104.01.112. Passed 4 to 0.

Motion by Trustee Warner, seconded by trustee Haddad, to approve payment from the Sewer Fund as follows for the 2014/2015 Encumbrance Carryovers: \$3,437.03 to Clean Waters, Inc. from 81304.02.40; \$1,270.00 to Corrosion Products & Equipment, Inc. from 81304.02.46; \$144.05 to Filtersource.Com, Inc. from 81304.02.46; \$703.24 to Fluid Kinetics, Inc. From 81304.02.46; \$1999.10 to JGB Enterprises, Inc. from 81304.02.46; \$3,083.75 to Kemira Water Solutions, Inc. from 81304.02.40; \$309.87 to L&J Technologies Company from 81304.02.46; and \$122.42 to Oneida Plumbing Supply from 81304.02.40. **Discussion:** Trustee Warner asked if we had received everything. Passed 4 to 0.

#### **Delegations.**

The Mayor asked Estelle Patane if she wanted to speak now or did she want to wait for the Mayor's Comments when the Mayor would give an update. Mrs. Patane wants to wait for the Mayor's Comments.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to adopt the attached Authorizing Resolution with regard to the application and receipt of a grant from the NYS Office of Parks, Recreation and Historic Preservation relating to the purchase of the "Farr" building located on South Peterboro Street. **Discussion:** The Mayor explained that this is requirement of the re-application of the CFA as part of the Northern Madison County Erie Canal Gateway Center. This is for the renovation of the Farr Building into a tourism and the community room. We are making re-application to include the acquisition of the building as recommended by the committee that reviewed our application last year. The Mayor has been advised that tourism projects are supposed to be a high priority this year and we were encouraged to reapply and to put the acquisition costs in the application. The Mayor reached out to Madison County tourism about still coming to the Village. They gave us a letter of support for our application. This resolution is a requirement for the application. Passed 4 to 0.

The Mayor thanked Administrator Carpenter for his work on this.

Motion by Trustee Haddad, seconded by Trustee Warner, to appoint John Ryan as a member of the Recreation Board. **Discussion:** Mayor DeShaw asked Clerk/Treasurer Williams to confirm that Mr. Ryan is a Village resident. Clerk/Treasurer Williams noted that he is already on the ZBA which requires him to be a resident of the Village. Trustee Warner asked if there is a conflict with him being on both boards. Clerk/Treasurer Williams noted that we checked on this and there is no problem. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to approve payments totaling \$6,262.81 from the General fund to MBI for health insurance debit card transactions from June 1, 2015 - June 30, 2015. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to authorize Clerk/Treasurer Williams to send a wire transfer to M&T Bank from the Sewer Fund (97107.06 Interest on Debt Service) in the amount of \$6,210.17 for payment of interest owed on the 2004 EFC Phase 3 and 4 bonds. **Discussion:** Trustee Warner asked if this payment should be for interest only. Clerk/Treasurer Williams confirmed that it should and advised that most of our loans are set up that way. We make one principal payment per year and two interest payments. Passed 4 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to authorize Clerk/Treasurer Williams to send a wire transfer to M&T Bank from the Sewer Fund (97107.06 Interest on Debt Service) in the amount of \$1,954.00 for payment of administrative fees owed on the 2004 EFC Phase 3 and 4 bonds. Passed 4 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Warner, to authorize Clerk to the Justice Debra DiGeorge to attend the NYS Association of Magistrates Court Clerk's 2015 Annual Conference from September 27, 2015 to September 30, 2015, at the Sheraton Inn at Niagara Falls, New York, at a cost of \$648.00. Payment of the pre-registration fee of \$40.00 to New York State Association of Magistrates Court Clerks, Inc. from 11304.01 (Court Contractual) is also authorized. **Discussion:** Trustee Warner asked if this included mileage. Clerk/Treasurer Williams noted that it does not and that mileage will be put in and may be split with the Town of Lenox as the Court Clerks ride together.

Motion by Trustee Haddad, seconded by Trustee Warner, to authorize the Mayor to execute the attached Agreement with Canastota Kid's Day Corporation in the amount of \$1,900.00 for fiscal year June 1, 2015 - May 31, 2016, and to authorize payment in said amount to Canastota Kid's Day upon receipt of a fully-executed Agreement. **Discussion:** Trustee Rapasadi would like an itemization of the miscellaneous expenses. The Mayor asked Clerk/treasurer Williams to get details of the miscellaneous expenses for the Board. Passed 4 to 0.

The Mayor would like to thank the firemen for having their Kid's Day Festival at the fire barn and working with us. She also thanked Lenox Supervisor John Pinard for helping to facilitate this.

**Correspondence.**

None

**Administrator.**

Administrator Carpenter gave the Board an update on the paving. He stated that this summer has not been conducive to paving. They will be starting next week. We will also be doing the driveway at the recreation field and will be using stone and tar. There is currently no top coat on the parking lot. Administrator Carpenter explained the process. Trustee Haddad asked about the timing as Pop Warner will be starting practices down there every night of the week beginning August 1. Administrator Carpenter will speak with Trustee Haddad about the timing of this after the meeting.

Administrator Carpenter presented the Board with an invoice from Precision Weighing Balances for some equipment that was purchased for the Waste Water Treatment Plant. He advised that when we placed the order we promised this company payment would be made within 30 days and the invoice is dated July 6, 2015. The Board discussed what this product is and what it does.

Motion by Trustee Warner, seconded by Trustee Rapasadi, to pay the bill to Precision Weighing Balances in the amount of \$2,124.99 from 81304.02.46. **Discussion:** The Board discussed this purchase and wanted to know what this item was and what it is used for. The Mayor asked to have an explanation of what this item is from Gary Cole, our plant operator for our next meeting. Passed 4 to 0.

Administrator Carpenter reminded the Board about the bike ride on July 31 and August 1. The public is invited to attend at ZEMS and see the band and watch the movie. The Board discussed the bike ride that came through the Village last week. The Mayor asked Administrator Carpenter to check with the police department regarding security.

Mike Patane asked if we put the contract out to bid for the engineers that run the Waste Water Treatment Plant. Administrator Carpenter noted that we have a 5-year contract with the company that is currently working with us.

**Mayor.**

The Mayor has been meeting with a couple of companies that are start-ups that are interested in the Barlow Street project. The Mayor believes that time is running out. She is afraid that we will lose the Restore New York money by September. Mayor DeShaw reported that there is a company that has called the Mayor and stated that they have picked Barlow Street and they want it. They are a recycling company of used circuit boards. They want Start Up New York sites. They are also looking at OCC. The second company is a company that raises salmon. They have a large account with Wegman's and would provide all their salmon. The Mayor believes that they would prefer a site in either Cayuga or Onondaga County and that is why they are moving more slowly. The company is out of Cornell. Our site is close to the Thruway and that would be convenient. Mayor

DeShaw advised that there is another company that has been operating in the Syracuse Tech Garden. The Mayor is waiting to hear back from the developer that will be cleaning up the site to see if the purchase offer has gone through. We are the preferred site. Mayor DeShaw told the company that she is not willing to put in an amendment to the Restore New York application until the financing is together and they are 100% sure that they are going in. The Mayor has been told that we have one more shot at amending the project. She is working with everyone trying to figure out how we can get the site cleaned up and get a company in there. The Mayor is hoping that one of those comes through. She is continuing to market the site.

Mayor DeShaw does not have any more to report on the yogurt plant. They are trying to make arrangements for 11 of them to come up here. They did sign their agreement with Empire State Development and their contracts so ESD is happy.

Subaru has been working with Code Enforcement Officer Mike Adsit on their signs. Mike stated that they are 95% ready and they may have to work with Planning on their sign. The Mayor had a conversation with the Food Hub. The State would like a double ribbon cutting. The Food Hub won't be ready for a couple of months. A ribbon cutting might happen in September. Mayor DeShaw will work on this. She spoke with Paul O'Mara of the Food Hub. They are moving forward and will be focusing on our Food Hub now.

The Mayor has been having a lot of discussions with the residents on Belleview about the fence, the Guifre house and the poison ivy in the field. She gave an update on her meeting with the Dennises and the Cerio/Kopnitskys. She with working with Code Enforcement Officer Adsit to get the field mowed. The Mayor confirmed that the Guifre house has been built according to code. They are working on the drainage problems now. Code Officer Adsit stated that they have redirected everything to the front on the house. They are cooperating. There is one more line that goes into the dry well. They will be asked to move this to the same direction as the other lines. The Mayor reported that the fence is going to the ZBA for a variance. If it is varied, it will go in where the posts are located. There may be an Article 78 proceeding. If the ZBA does not grant the variance, the owner has stated that she will file an Article 78. Mayor DeShaw stated that Vic Kopnitsky has resigned from the Planning Board. We will be looking for a Planning Board member. Joe DiGiorgio may also resign. We will be looking for two (2) members now. The Mayor asked the Board Members to try to find members for the Planning Board. The Mayor asked Clerk/Treasurer Williams to get letters of resignation from Vic Kopnitsky and Joe DiGiorgio. Mayor DeShaw advised the Board that we have a lot of nice stuff coming up and it would be a good and exciting time to serve.

The Mayor reported that she and Administrator Carpenter are working to get the people together for a meeting on the downtown project. Deputy Mayor Rapasadi will co-chair with the Mayor. There will be a kick off meeting with DOT and Delta during the second week of August. The Mayor will email information to Deputy Mayor Rapasadi. The meetings will be public meetings so that the

Board Members may attend. Notice of the meetings will need to be published and minutes will need to be taken.

The Mayor gave a last call for newsletter information. The Mayor will send a draft to the Board Members for them to take a look at. She asked that they let her know if there is something missing.

Mayor DeShaw advised Estelle Patane that we sent a draft of a summons to the Village Attorney for him to review. We will be bringing the owner of Extreme into court. Mrs. Patane would like us to give him a summons soon. The Mayor spoke with the attorney today and he will give Code Enforcement Officer Adsit a call tomorrow. She asked CEO Adsit to call Attorney Stokes tomorrow. Mrs. Patane asked if the judge will order him to do the work. The Mayor advised that he will have to follow the code. CEO Adsit will let Mrs. Patane know what happens.

Mayor DeShaw advised that she and Clerk/Treasurer Williams have been meeting regarding the Treasurer's Report and have been reviewing some things. The Mayor advised that there will be a cover page, a summary and then the monthly budget update. The Mayor noted that Clerk/Treasurer Williams has been working on catching up.

The Mayor informed the Board that we have received 10-13 applications for the part-time position. The Mayor would look at the applications. Clerk/Treasurer Williams and Administrator Carpenter will conduct the interviews.

Mayor DeShaw has been getting many compliments on how the Village looks. She has been working with CEO Adsit regarding the revisions to the codes. The Mayor asked Trustees Warner and Haddad to work with CEO Adsit regarding code revisions and noted that Attorney Stokes will work with them as well. The Mayor suggested that they come up with a meeting schedule and pick sections to work on.

Mayor DeShaw and CEO Adsit spoke today about a sign for the Business Park. The Mayor would like to look at getting a sign with the names of the businesses in the park - maybe lighted. The Mayor has notices this in other communities. Some of these signs also included a map. She will be working with CEO Adsit on this.

### **Trustee Comments.**

Trustee Rapasadi is all set. The Mayor asked him to keep her posted on the mowing of the field.

Trustee Warner was pleased that we finally got the new owners of the Diemolding Building to mow and noted that Queensboro needs to be mowed. CEO Adsit will make it a point tomorrow to see that it gets done. Administrator Carpenter added that he looked at it today and thought it looked nice.

Trustee Warner asked for an update on the pad at the fire department. Administrator Carpenter advised that he has three (3) quotes and is waiting for one more.

Trustee Warner congratulated Mayor DeShaw on her award through the school. The Mayor commented that it was a very nice night and her first time attending the Alumni Banquet.

Trustee Warner asked about the price for new code books. Clerk/Treasurer Williams has that in an email and will forward it to the Board tomorrow.

Trustee Warner advised the Board Members that NYCOM Fall Training School this year is September 28 - October 1 in Lake Placid. It is open to Trustees and the Mayor as well as Clerks and Treasurers.

Trustee Haddad asked about where we were with the local law regarding sandwich board signs. The Mayor stated that it would be part of our code review. Trustee Haddad has received phone calls about this - people are confused as to why they have had to take their signs down. Administrator Carpenter noted that there was a problem with the Board not deciding what size boards should be used and noted that we can revisit that. The Mayor suggested that this be the first section that we cover. The Mayor believes that signage on the building should also be addressed. She talked about sign issues in the downtown. The Mayor and the Board spoke about how to notify businesses that their signs are illegal and what is the right sign to use. The Mayor would like to make sure that our businesses can let people know where to go when there are special events. Mike Patane suggested that we replace the Clark Park sign with a lighted sign. Trustee Warner asked who handed out packets to the riders and businesses for the bike ride. Administrator Carpenter advised that Joe DiGiorgio had a tent across from the museum with information for the riders. The Mayor believes that it might be a good idea to have Attorney Stokes do some training with our Planning and Zoning Boards.

Trustee Haddad commented that he had sent the proposed by-law changes for the Rec Board to the Trustees. The Mayor asked that the changed be sent to everyone. The Mayor would like to have this on the joint agenda with the Town in September. Mayor DeShaw asked Lenox Councilman Anthony Palamara to follow up with Supervisor Pinard to see if September would work for a joint meeting. The Mayor advised that we need a Village and a Town Rec Board Member. The Mayor asked Councilman Palamara to find someone from the Town.

The Mayor has spoken with Recreation Director Steve White regarding the budget for a wellness challenge program. The Board reviewed the budget and specifics of the program. The Mayor spoke about why the program came to be.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, that we approve a Canastota Wellness

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Challenge Program at an instructor fee of \$25 per class with a fee to the residents of \$100.00 and \$125.00 for out of district, for 30 classes starting August 3 through September 11, not to exceed 30 classes and a minimum of 10 participants. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, that we approve the Aqua Zumba Class at a fee to the instructor of \$50 per class starting August 10 through September 3, with eight (8) classes, two (2) classes a week, for a fee of \$60 for residents and \$75 for out of district participants, with a minimum of 10 participants. **Discussion:** Trustee Warner asked what date the pool closes. The Board discussed the closing date of the pool. The Mayor stated that the pool director has already been contacted regarding this program. Passed 4 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to adjourn at 8:41 p.m. Passed 4 to 0.

Respectfully submitted,

*Catherine Williams*

Catherine E. Williams  
Clerk/Treasurer