

VILLAGE OF CANASTOTA
MINUTES
November 7, 2016

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 Rosanne Warner, Jeffrey Carpenter and Bill Haddad; Chief Lyle Chafee; 1st Assistant Chief Frank McFall; 2nd Assistant Chief Greg Hanley; Canastota Fire Company President Doug Chandler; Canastota Firemen Richard Stagnitti and Joseph Sullivan; Bruce and Tina Chandler; Rob Coe and Bruce Burke of PAC 99.

ABSENT: None.

Motion by Trustee Haddad, seconded by Trustee Carpenter, to approve the minutes of the October 3, 2016, regular meeting. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Rapasadi, to approve the minutes of the October 3, 2016, joint meeting. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to approve the minutes of the October 12, 2016, meeting. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Haddad, to approve the General Fund Abstract in the amount of \$140,782.36. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Rapasadi, to approve the Sewer Fund Abstract in the amount of \$27,130.01. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Carpenter, to approve the Capital Fund Abstract in the amount of \$9,650.04. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, authorizing an ACH transfer to USDA Rural Development from the Sewer Fund in the amount of \$6,142.50 from 97107.02 (Interest on Debt Service) for interest owed on the 1999 Rural Development Phase II Bond. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, to adopt the attached Resolution Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore concerning the project identified as P.I.N. 2650.49. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Carpenter, to adopt the attached Resolution Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore concerning the project identified as P.I.N. 2650.46. **Discussion:** Mayor DeShaw

asked the Board if they had had the opportunity to review this matter. The Board responded that they had. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Warner, to adopt the attached Resolution Approving Stipulation of Settlement with CSEA. **Discussion:** Mayor DeShaw asked if the Board had had the opportunity to review this and advised them that this was regarding the catch basin work. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, authorizing the Mayor to execute the attached Supplemental Agreement No. 1 with Delta Engineers, Architects & Land Surveyors. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Rapasadi, approving the attached applications with National Grid to install LED lighting in the Fire Station - Exterior Only and Evidence Room and authorizing the Mayor to execute same. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, approving the attached Resolution supporting an application for a \$3,000 grant from the Erie Canalway National Heritage Corridor. **Discussion:** Administrator Carpenter gave the Board background information on this grant. This is for the bike tour - Tour the Towpath event. Administrator Carpenter advised that there will be a worldwide Canal Conference held in Syracuse next year and they heard about our bike ride and asked us to change the date to kick off the Canal Conference. We could have people from around the world riding through the Village. The bike ride will be September 23 - 24 instead of in July next year. The Mayor reported that she attended an economic development conference where the Village was going to be highlighted. Mayor DeShaw asked about the other grant for bike racks. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Carpenter, to approve payments totaling \$7,773.82 from the General Fund to MBI to health insurance debit card transactions from September 1, 2016 to September 30, 2016. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Warner, to approve payments totaling \$7,160.32 from the General Fund to MBI to health insurance debit card transactions from October 1, 2016 to October 31, 2016. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Rapasadi, to approve a credit in the amount of \$173.97 against the sewer charges assessed to David Farber on the September 30, 2016, OCWA bill for property located at 232 Hickory Street, representing 52% of the total sewer charges of \$334.56. (Note: OCWA gave a credit representing approximately 52% of the water charges. The reason for

the high consumption was reported as a leaking hot water tank that has been corrected.) Passed 5 to 0.

Delegations.

Bruce Chandler approached the Board regarding a letter he received from the Code Enforcement Officer regarding parking being prohibited on front lawns. Mr. Chandler asked how this was created and who brought it up. he does not believe that any fines or levies can be assessed at this time because on Page 3 it says Town of Canastota not Village of Canastota. The Mayor advised that this was a recent codes change brought up by the Codes Committee which is comprised of two (2) Trustees, the Code Enforcement Officer, Chief of Police and Village Attorney. She further advised that part of the reason that the code was revised was because of complaints that were received. The Mayor noted that research was done and the code was changed. A public hearing was held - no one attended and the law was adopted. Mr. Chandler asked if the letter he received was sent to everyone. The Mayor stated that only people that were parking cars on their laws received a letter to let them know that it was no longer allowed. Mr. Chandler asked about the fine. Clerk/Treasurer Williams asked Mr. Chandler to come in to the office on Wednesday to see the letters that were sent out.

Rob Coe came to the Board asking about lawn mowing charges assessed to the property that he recently purchased. He knows that there was an expense for the Village. He cannot recover from the seller. The Mayor acknowledged that she received the letter and just received a response from our attorney today. The Mayor would like to review the attorney response and is concerned about the precedence that it might set. The property is 234 West Hickory Street. The Mayor will review and give him a call.

Correspondence.

- Letter of resignation from Joe Longo from the Planning Board. The Mayor does have a replacement. She reached out to Marilyn Higgins who was just recognized by Syracuse University for her work in economic and community development. Marilyn recently relocated to Canastota and was employed by Syracuse University for a very long time. The Mayor believes that she will be a good fit.
- Letter of appreciation from the VFW regarding Pvt. Penna's return to Canastota. Trustee Haddad commented that he has received high accolades for Chief Zophy's efforts.

Administrator.

Administrator Carpenter presented to the Board the 2016 Tourism Excellence Award for Tourism Economic Development. This award was given to the Erie Canal Working Group that he and Joe DiGiorgio belong to with other members from Canastota, Chittenango and Oneida. This is the group that Administrator Carpenter has been working with for the grant for the bike rack.

Administrator Carpenter advised that we received 5.2 inches of rain in 36 hours and we did have an overflow at the pump station. He reported that our overflow incidents are way down from before the plant upgrades.

Administrator Carpenter spoke to the Board about the projects we have undertaken to replace the lighting in some of our facilities with LED lighting. He presented the Board with before and after pictures of the lighting project at the Waste Water Treatment Plant and noted that we went from 70 to 24 watt fixtures. The next project will be the parking lot at the fire house.

Administrator Carpenter has been working on a FEMA grant application for air packs for the fire department. Doug Chandler has done the technical information and Administrator Carpenter is doing the rest. The application should be finished next week. We are hoping for back-to-back grants. The total cost is \$200,000.00.

Administrator Carpenter is still working on getting another vehicle and has quotes for two (2) Ford vehicles - 2017 Explorer and a 2017 Escape. Financing has been a problem. Administrator Carpenter explained the issues with financing. Mayor DeShaw advised that she has requested that Administrator Carpenter focus on the small car. We are now looking at purchasing another vehicle for the Codes Enforcement Officer and giving the Codes car to the Fire Chief. The Codes vehicle is set up with what the Fire Department needs. Administrator Carpenter gave the Board the background on the discussions to give the codes vehicle to the Fire Department. The Mayor further explained that the intention would be to utilize the Codes vehicle as the Fire Chief's vehicle for one or two years until some of the other projects are complete as an interim solution until the Downtown Project is done and the fire truck has been purchased. Trustee Warner noted that this does not solve the problem of the payment. Trustee Haddad asked about the old Police Department vehicle. The Mayor advised that the School Resource Officer is using the old Police vehicle. Administrator Carpenter noted that Chief Chafee has found a used light bar and some other things for the old Codes vehicle. Mayor DeShaw advised that she has spoken with Chief Chafee and that Administrator Carpenter is doing the best he can to find a good solution. The Board discussed the use of the old Police Department vehicle by the School Resource Officer, the needs of the Codes Enforcement Officer and the use of the administrative vehicle by the Village Administrator and Police Chief. Administrator Carpenter will forward the additional information as received. The Mayor discussed

with the Board how the village vehicles are used everyday and how it would be helpful for the Board members to know more about how the vehicles are used. The Mayor asked what the Board wanted to know so that we can move this forward. Trustee Haddad is interested in pricing. The Mayor will bring that information back once it is received.

Mayor.

Mayor DeShaw gave an update on the Downtown Project. The overall project, the Mayor believes, is moving forward. We are having issues with National Grid - they just showed up today to begin their work. Administrator Carpenter has been working with Delta to determine what is going on with National Grid. The Board discussed the recent issues with National Grid regarding the installation of the bases for the new street lights. Administrator Carpenter has emails and letters where National Grid said that they were going to do the work and now they are saying it is not their responsibility to remove the old bases. He is trying to set up a conference call for tomorrow sometime. The problem with that is that we are trying to get this work done in the fall so that CCI can come in in the spring. Administrator Carpenter is trying to get National Grid to get their work done now. National Grid showed up with the wrong equipment today - the goal was to get the poles down. They only got one down. Administrator Carpenter advised that we have been talking with National Grid for several years about replacing the light poles - we talked with them before the project. He further advised that National Grid was supposed to be here two (2) weeks ago and they need two (2) weeks notice to get in here to do the conduit for the new poles. The Mayor is waiting for a response from National Grid on the conference call tomorrow and she advised that everything else is going on schedule. Administrator Carpenter noted that once OCWA is done on Peterboro Street, they will be putting a water main in on James Street. Trustee Carpenter asked about any problems with traffic and stated that he thought they did a pretty good job. Administrator Carpenter talked about minor problems that we have taken care of. The Mayor met with Doug Fusillo last weekend about the project and the budget for the project. The Mayor is looking at some websites for ideas for the area between the sidewalk and the road. Doug Fusillo is recommending stamped concrete. Trustee Warner asked if that was set in stone as she did not like the way it looked on the plans. The Mayor is just looking at options. She will be going to look at it in person and offered to have the Trustees come with her. The Mayor and Administrator Carpenter are working on the different options for financing the gap in the project. She is looking at things that we can take out or do differently. The construction cost is \$1.2 million and the projection from the architects was \$917,000. The Mayor talked about possibilities for financing/funding the project. She sent information to our bond counsel, Paul Reichel. He is recommending that it is a good time to bond because rates are still low. The Mayor doesn't want to take our fund balance too low. She is waiting to hear back from Attorney Reichel. The Mayor talked about the issues with the trees. Some of the tree roots will be damaged during construction which may cause the trees to die. A decision needs to be made as to whether or not to spend the money on the pneumatic drilling around the trees when

the trees may die as a result of the construction. An option would be to replace the existing trees and not do the drilling. Mayor DeShaw has spoken with some people who say the existing trees are the wrong trees for the downtown - they are messy. Others, such as John Patane, are in favor of the trees. Mayor DeShaw gave the following options for the trees: 1) spend the money on the drilling and leave all the trees; 2) take out the trees that are affected and replace the affected trees; or 3) take all the trees out and replace them all. The Mayor has asked for the Cornell landscape architect to render an opinion on the trees and we should know in a week or so. The Board continued to discuss the options for the trees as part of the project. Trustee Warner asked for an estimate for the gap in funding. Mayor DeShaw advised that it is about \$700,000 if the project stays this big which includes our match. She explained that the bid came in higher than expected. The Board further discussed the project, the cost and possibilities for funding.

Motion by Trustee Warner, seconded by Trustee Rapasadi, to appoint Marilyn Higgins to the Planning Board to fill the unexpired term of Joe Longo. Passed 5 to 0.

Administrator Carpenter noted that we received RFPs for the roof replacement on the OCWA building. They came in very high. He will have the DPW patch the roof. The Board discussed the repair of the roof. Mayor DeShaw noted that this will give us the time to talk about the building to determine how we will use the building. Administrator Carpenter will have the DPW gut the building this winter. He wants to make sure that Recreation will have a plan for how they will be using the building. Trustee Haddad stated that they have a plan. Mayor DeShaw would like Recreation Director Steve White to come in with a written plan for how they will use the building.

Trustee Comments.

Trustee Rapasadi had residents asking about why the office was closed on Election Day. Administrator Carpenter stated that the office has been closed on Election Day for many years. The Board discussed the closure. Administrator Carpenter advised the Board that it has the option to change the Employee Handbook.

Trustee Rapasadi noted that he has seen many residents with brown bags out by the curb. Administrator Carpenter added that the DPW has seen about 95% participation. The Board discussed the leaf pick up program.

Trustee Warner has received complaints regarding the road work this year on Stroud Street. The Board discussed the road project this year and the problems that we had. Administrator Carpenter advised that Suit Kote is redoing DenWhitt Terrace next spring at no cost.

Village of Canastota
Minutes
November 7, 2016
Page 7 of 7

Trustee Haddad will not be at the meeting on November 21. The Recreation Board had a meeting last week after the Trunk and Treat event. They are very excited about how well it went and are now working on Snowblast. The date for Snowblast will be in January. Trustee Haddad advised that basketball kicked off last night. The Mayor asked who took the place of the Optimist Club. Trustee Haddad stated that Friends of Basketball is the co-sponsor.

Trustee Carpenter is all set.

Motion by Trustee Warner, seconded by Trustee Haddad, to adjourn at 8:07 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams

Catherine E. Williams
Clerk/Treasurer