

VILLAGE OF CANASTOTA
MINUTES
May 1, 2017

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

PRESENT: Mayor Carla M. DeShaw; Deputy Mayor Scott Rapasadi and Trustees Bill Haddad, Jeffrey Carpenter and Rosanne Warner; Village Administrator Larry Carpenter; Fire Chief Lyle Chafee; Recreation Board Members Allison Forth and Sara VanDusen; Lenox Councilman Anthony Palamara; and Bruce Burke of PAC 99.

ABSENT: None.

Motion by Trustee Carpenter, seconded by Trustee Warner, to approve the minutes of the previous meeting. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, to approve the following budget transfer: move \$10.30 from 19904.01 (Contingency) to 11304.01 (Court Contractual); move \$15.98 from 19904.01 (Contingency) to 13254.01 (Administrator Contractual). Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Haddad, to authorize a loan from the General Fund to the Capital Fund in the amount of \$200,000.00 for working capital for the Downtown Enhancement Project. **Discussion:** The Mayor asked if anyone had any questions. She explained that we have to pay the vendors and wait for reimbursement from DOT, that is why we are doing this. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Carpenter, to approve the General Fund Abstract in the amount of \$35,799.79. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, to approve the Sewer Fund Abstract in the amount of \$6,991.72. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Rapasadi, to approve the Capital Fund Abstract in the amount of \$192,291.36. Passed 5 to 0.

Delegations.

Lenox Councilman Palamara requested a copy of the local law under item number 15. He asked if there is a recommendation from the engineer on this local law. Mayor DeShaw advised that we have consulted with OMI from the beginning on this. Mayor DeShaw reviewed the history of the reason for the local law revision was discussed.

Allison Forth informed the Board that the road is sinking at the corner of Lewis Street and Lamb Avenue. Administrator Carpenter will have DPW Foreman Tornatore look at it tomorrow and advised that we have been working on catch basins fixed this spring.

Motion by Trustee Warner, seconded by Trustee Carpenter, to approve a credit in the amount of \$60.52 against the sewer charges assessed to Celine Phillips, on the March 31, 2017, OCWA bill for property located at 209 James Street, representing 41% of the total sewer charges of \$147.60. (Note: OCWA gave a credit representing approximately 41% of the water charges. The reason for the high consumption was reported as a leaking toilet that was replaced.) Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to approve a credit in the amount of \$1,227.44 against the sewer charges assessed to Patrick Milmoie, on the March 31, 2016, OCWA bill for property located at 108 Chapel Street, representing 66% of the total sewer charges of \$1,859.76. (Note: OCWA gave a credit representing approximately 66% of the water charges. The reason for the high consumption was reported as a leaking toilet that has been corrected.) **Discussion:** The Mayor asked how long the toilet was leaking. The Board discussed the problem. Passed 5 to 0.

Trustee Warner gave Administrator Carpenter contact information for the person at OCWA to talk to about how the credit was issued. Mayor DeShaw commented that we seem to have more of these requests that we used to.

Motion by trustee Haddad, seconded by Trustee Carpenter, approving the attached Commercial Easy Payment Options and Savings Agreement with Orkin in the amount of \$298.00 for treatment of box elder bugs at the WWTP and authorizing the Mayor to execute same. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, approving the attached Consulting Agreement with Computel Consultants for review and examination of the Village's telephone, electric, gas, cable TV and municipal GRT accounts to identify underpayments to the Village therefrom and authorizing the Mayor to execute same. (Note: the fee for this service is 40% of any amounts recovered.) **Discussion:** The Mayor asked for Trustee Haddad's opinion on this. Trustee Haddad has no problem with it and thought that Computel might be looking at our utility bills for overcharges due to us. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee Carpenter, to approve an ACH transaction from the Sewer Fund to USDA on May 15, 2017, for payment of interest (97107.02 Interest on Debt Service) in the amount of \$6,142.50 and principal (97106.02 Debt Service) in the amount of \$9,000.00, owed on the 1999 Rural Development Phase II Bond. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Warner, to schedule a public hearing on Monday, May 15, 2017, at 7:15 p.m. regarding the attached proposed local law entitled: "A Local Law amending Chapter 163 of the Village of Canastota Code to Provide for a Surcharge on Conventional Industrial Wastes Discharged into the Village Sewer System." **Discussion:** Trustee Haddad stated that he did not receive any of the information that he requested from the last time that this was

brought up. The Mayor believes that it was sent. Administrator Carpenter will provide the information to Trustee Haddad. The Mayor would like to refresh the Board's memory with the presentation that was made previously. Passed 5 to 0.

Correspondence.

- Copy of article containing information on the \$800,000.00 grant that was awarded to the Town of Lenox for a trail. Councilman Palamara explained what the Town is doing on the project and how they are looking to come up with the matching funds for the grant.

Department Heads.

Allison Forth, a member of the Recreation Board, reported that they are almost done with the first session of fitness classes. The second session will run from May 23, 2017 - June 28, 2017. Currently there is a total of about 25 people taking the classes. Administrator Carpenter asked how many were in each class. Allison reported that Pound has 13 people and Zumba has 11. Also, current students are asking for more classes. The fee for the classes was discussed. Allison reported that the Rec Board is working with the Fire Department on Community Day. She also reported that the Rec Commission has received requests to fix the basketball courts at the Recreation Field. Administrator Carpenter informed the Board that he has had discussions with Lenox Supervisor Pinard about the Town and Village working together to take care of the courts. Allison reported that the Recreation Board would like to start a kick ball league beginning in September. She stated that there will be no cost and the league will be on Thursday nights. The Mayor noted that the kick ball league should be open to Village and Town of Lenox residents only. Allison advised that the Rec Board will also be working with the Opportunity Shop on their back to school back pack project. The Rec Board has developed a calendar of events so that they can start working on thinking ahead of schedule. They will have the calendar at their next meeting for presentation to the Board. The Mayor advised the Rec Board that she may be able to have the fee donated so that the Royal Ball can be held at the Greystone next year.

Administrator.

Administrator Carpenter advised the Board that the Farmers' Market at Zems no longer exists. Local businessperson Marlene Parlow is interested in assisting the Village in putting together a farmers' market in the Village at the parking lot by the old Farr Building. Administrator Carpenter explained the proposed layout for the market. He proposed an initial charge of \$100 per farmer per season. It will be held on Mondays from 2 - 6 beginning June 12 and continuing through October 9. Parking for the event was discussed. Administrator Carpenter is working on getting permission from the State because it is a Canal property. He is also working on EBT card approval. Administrator

Carpenter advised that Deputy Clerk Karen Bombard is helping Marlene Parlow get this going. They are developing a logo and getting information to the farmers. Mayor DeShaw advised that she has spoken with Marlene and recommends that we consider paying her a small stipend to oversee the market as it does take a lot of time. The Mayor stated that people like Marlene are hard to find and the Mayor wants to give her something because Marlene is taking her time away from her business to work on the market. The Mayor noted that it takes a lot of coordination and there are many people involved from out of the area. A budget for the market was discussed. The Mayor thinks that this is a great thing for the community. Mayor DeShaw and Administrator Carpenter will be meeting on Monday with Marlene.

Administrator Carpenter advised that the trees were in today. The project is ahead of schedule by a couple of weeks. The sidewalks on this side of the street are scheduled to go in next week and the trees went in today. The color of the snow storage area between the sidewalk and the curb has been decided. The Mayor talked about the process of deciding what color to use and advised that samples of the color with and without "antiquing" would be poured. She explained the steps to install the stamped concrete including the third step of antiquing, which the Mayor advised was not a part of the specs. Mayor DeShaw wants to make sure that whatever we do with the stampcrete and the trees, we have to maintain them in the future. She noted that the canopy of the trees will have to be maintained to control the growth and the stampcrete will have to be sealed every year or so to keep them looking nice. Mayor DeShaw noted that she and Trustee Carpenter spoke with the contractor about what kind of salt to use on the new sidewalks, adding that we need to make sure that we use the right salt on the sidewalks. The Mayor advised that there is a little wind burn on the trees from transport. Terry Karst spoke with the contractor about covering the trees up better. She advised that leaves might fall early, but that does not mean that there is anything wrong. Administrator Carpenter advised that lights are to be installed the third week of May. Mayor DeShaw advised that the Erie Canal lift bridge replica will not be finished until late July because of a 12-week back order on the corrugated steel. The Mayor stated that it has to be corrugated steel if we want it to be an historically accurate replica. This will move out the completion ceremony until the replica is complete. The historical markers will go in and the ceremony will happen then. The Board discussed the placement and installation of the bike racks - they will walk the downtown when the project is complete and decide where to put them and anything left over can be put in other places in the Village. The Mayor reported that Dunn's Bakery is paving its parking lot and that some sidewalks will be extended around the corners for additional work that was requested by the property owners. Mayor DeShaw talked about the buffer between the sidewalk and the parking lot by Dunn's Bakery parking lot. She advised that Doug Fusillo will donate the soil for the green space and the Mayor will donate some of the plants. Mayor DeShaw advised that National Grid is done and Verizon is holding things up at Peterboro and Canal Streets. The steps at Oneida Lab are done. Fire Chief Chafee asked how we made out with the traffic light at Peterboro and Center Street and the switch going to the fire house. Administrator Carpenter will check on that.

Administrator Carpenter reminded the Board that we spoke previously about the public hearing for the resurfacing of the Canal path. He attended the public hearing with about 50 other people and 8 people appearing for the State. The State wanted to hear people's opinions on how to resurface the path - asphalt or stone dust. Administrator Carpenter reported that most people wanted stone dust. The plan is for the area between Chittenango and Canastota and that is the only section east of Chittenango. There is \$200 million in the State budget for the Canal path and most of the money will be spent outside of the area.

Mayor.

Mayor DeShaw reported that she and Trustee Rapasadi had dinner with the people from the Greek yogurt plant, then they met the next day about their intentions. The project is moving right along. The owners are purchasing all of their equipment for the operation from Canada. Mayor DeShaw advised that the \$171,000 in back taxes were paid today. Their plan is still to tear down the middle section - they hired CNS to do the engineering work. The Mayor spoke with the developer about the planning process and the waste water pre-treatment option. She explained to the Board that we do not have enough allocation at our waste water treatment plant because of what is currently reserved. The Mayor further advised that if the loads come in and they are lower, pre-treatment may not be needed, but the opinion right now is that pre-treatment will be needed. They are looking for grants for the pre-treatment facility. The plant will be producing feta and ricotta cheeses and yogurt and will employ about 35 people. Mayor DeShaw stated that she is impressed with the investors from Cypress. They will be renovating the corporate building for lease - they do not want to sell the building as they believe that they will need it for the future. The developers are looking for 15,000 sq. ft. of refrigeration space. Mayor DeShaw spoke with the developers about Barlow Street for refrigeration. They also spoke about grant possibilities. Mayor DeShaw reported that the developers were sad that they lost the \$1 million CFA that they had a year ago. The Mayor is hopeful that once the developers can look for more grant money in the future.

On the Barlow Street project, the Mayor advised that we are still waiting for New York City to send final paperwork.

Mayor DeShaw reviewed the summary of the trash contract opening from today. She commented on how the new garbage company has been doing since our previous company left. A comparison of costs to have the trash removed by a private company was reviewed. Trustee Haddad asked about combining this with the Town of Lenox. The Board discussed their thoughts on this matter. The Mayor explained that we had a very conservative budget this year. Because of the need for the plow truck this year, the whole cost of the trash contract will be added in the budget. The changes in the budget as a result of the increase cost of the trash contract were discussed. The Mayor asked for other suggestions from the Board for budget amendments for the 2017-2018 budget. Mayor DeShaw

noted that all in all, Clerk/Treasurer Williams and Administrator Carpenter did a nice job on this budget making recommendations. Trustee Haddad asked about the money from the County from the casino. Administrator Carpenter explained that we do not know when we will get the money or if it will continue past this year. The Mayor is happy with this budget and the rate against prior years with all that we have accomplished, including the downtown project and trash contract. The Mayor wants the Board to keep in mind for the future that the trash costs are increasing and their may come a time when alternatives may be required. Mayor DeShaw stated that she feels good about what we have done - the increase is not too big for people to handle and she believes that people are happy about what we are doing. The Mayor asked for other thoughts or feelings from the Board or things to think about for next year.

Motion by Trustee Carpenter, seconded by Trustee Rapasadi, to make the following amendments to the 2017-2018 Budget Officer's Tentative Budget: Increase 81604.01 (Refuse and Recycling Contractual) by \$56,291.67 to \$153,291.67; increase 1001.01 (Real Property Taxes) by \$56,291.71 to \$1,773,716.57; decrease 599.01 (Appropriated Fund Balance) by \$.04 to \$345,384.06. Passed 5 to 0.

Motion by Trustee Rapasadi, seconded by Trustee Haddad, to adopt the 2017-2018 Budget Officer's Tentative Budget, as amended on May 1, 2017, with a total General Fund Budget of \$3,336,562.36 and a tax rate of \$10.210865 per \$1,000 of assessed valuation and a Tax Levy of \$1,773,716.57; and a Sewer Fund Budget of \$1,036,145.05 with a sewer rate of \$5.22 per 1000 gallons and a Debt Unit Charge of \$95.00/unit. Passed 5 to 0.

The Mayor is projecting that the rate will go back down once the projects are done.

Mayor DeShaw reported that she marched in the Little League Opening Day Parade, noting that it was well-attended. The Mayor advised that the kids did an excellent job and Little League did a great job. Mayor DeShaw thanked the DPW for their help - the concrete work around the concession stand looked good.

The Mayor advised that the Canal Cleanup went well - about 35 people showed up to help. It was a good group of people all passionate about helping the Canal.

Trustee Comments.

Trustee Rapasadi reported that there is a street light on Belleview that only works every once in a while. The light is to the right of Trustee Rapasadi's house near the next driveway. Trustee Rapasadi asked if there were any plans to clean up the woods on James Street, noting that it looks like someone cut some trees down around the wires. Administrator Carpenter advised that there are

no plans now, but we can look at it and make some. Administrator Carpenter noted that it might be National Grid and some homeowners own property across from their homes on James Street and can dump leaves there. Administrator Carpenter will look into this. Trustee Warner asked if property maintenance laws would prevent dumping of leaves there.

Trustee Warner advised that she sent an email to Administrator Carpenter about an extension for the fire department grant. Administrator Carpenter did get it but we cannot apply until mid-June. Administrator Carpenter will take care of this. The timing of the request for an extension was discussed. Trustee Warner asked if we can do a newspaper article about the new truck and the grant that was received. The Mayor wants to check with the grant office about this as the grant office will usually make the public announcement. Trustee Warner wants an article in the paper regarding the change in the ISO rating. She noted that it would not have happened without the hard work of the Fire Department. Chief Chafee explained that the rating was dropped from a 5 to a 4, which is the same rating as the City of Oneida with a paid department. Trustee Warner asked if received any quotes back on the bathrooms at the firehouse. Administrator Carpenter has not heard anything yet. Trustee Warner asked about the air pack grant and if there has been any discussion regarding what we are going to do. Administrator Carpenter advised that we have set aside some money in fund balance. The Mayor noted that we have previously had this discussion. Chief Chafee advised that the total replacement cost in the grant is \$225,000.00 and some of the bottles are 15 years old this year and will not be able to be used after this year. Administrator Carpenter advised that at a minimum we can replace the bottles that are expiring this year. Trustee Warner advised the Board that the next codes meeting is May 8. The sign law should be coming to the Board for review.

Trustee Haddad advised that he would like Clerk/Treasurer Williams to get the Board a copy of the Recreation By-laws that did not get approved last year. Trustee Haddad asked Allison Forth about the food truck rodeo that they are planning. The Mayor asked that before anything is planned for this event, that the Recreation Board come to the Village Board with information. The Mayor wants to make sure that the local businesses are considered and the cost to the food truck owners is considered. Allison Forth will convey that information to Recreation Director Steve White. Administrator Carpenter suggested that something with the food truck rodeo could happen with the Farmers' Market.

Trustee Carpenter asked about the landscaping at the old Diemolding Building. Trustee Rapasadi advised that that is being worked out.

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Motion by Trustee Rapasadi, seconded by Trustee Warner, to adjourn at 8:39 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams

Catherine E. Williams
Clerk/Treasurer