

VILLAGE OF CANASTOTA
MINUTES
October 19, 2020

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

PRESENT: Mayor Rosanne Warner; Deputy Mayor Jeffrey Carpenter, Trustees Jeffrey Watkins and Douglas Gustin; Village Administrator Jenn Farwell; DPW Foreman Mark Maxwell; Fire Chief TJ Tornatore; Residents Paul Lang and Sena Clarke; and Bruce Burke of PAC 99.

ABSENT: Trustee Bill McDade.

Motion by Trustee Watkins, seconded by Trustee Carpenter, to approve the following budget transfer: move \$14,308.96 from 14101.01 (Clerk Personal Services) to 97107.01 (Interest on Debt Service). (Note: This transfer is being made to correct a formula error in the Bond Schedule.) Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Carpenter, to approve the minutes from the September 21, 2020, meeting. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Carpenter, to approve the minutes from the September 28, 2020, special meeting. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, to approve the General Fund Abstract in the amount of \$67,483.97. Passed 4 to 0.

Motion by Trustee Carpenter, seconded by Trustee Gustin, to approve the Sewer Fund Abstract in the amount of \$54,664.84. Passed 4 to 0.

Public Comments.

Paul Lang asked about the meeting at the DPW. Mayor Warner explained that it was regarding the NiMo remediation.

Department Head Reports.

DPW Foreman Maxwell reported that the DPW is busy wrapping up the season. The sweeper is staying out longer and they are getting the plow trucks ready. They are trying to finish up 3 storm drains and on rainy days, they are cleaning the yard and getting the holiday decorations ready. They are waiting for the new truck - it will probably not be received until January. Clerk/Treasurer Williams asked when brush and leaf pick up will end. Foreman Maxwell advised the end of October.

Fire Chief Tornatore noted that he gave his report to Clerk/Treasurer Williams and it should be in the Board packets. He will provide this electronically going forward. The Fire Department is

~~highlights OCWA bill for DPW from Mayor's office~~
no room in the OCWA building. Trustee Watkins asked if we have a list of surplus items. Administrator Farwell asked Fire Chief Tornatore to check with her about surplus items that were approved prior to COVID so that efforts don't get duplicated. Mayor Warner did not realize how much we used the airport hanger for storage.

Allison Forth reported that Trunk and Treat will be on October 31. They are hoping for a good turnout. She stated that Administrator Farwell asked them to work with the library regarding a book walk. Allison met with Peter Finocchiaro regarding the playground and will have more information later. Mayor Warner advised that she sent a message to Sarah Forth because there were some businesses that wanted to participate in Trunk and Treat. The Mayor asked how this is working. Allison explained how the program would work this year. Trustee Gustin noted that the Fire Department has hats to give to Recreation for Truck and Treat.

Department Head Reports were suspended at 7:21 p.m. to open the public hearing.

7:15 Public Hearing on Proposed Local Law Amending the Zoning Map of the Village of Canastota to Change the Zoning Designation of Certain Property Zoned Industrial Park Development District A (INP-A) to Industrial Park Development District B (INP-B).

The Mayor opened the Public Hearing at 7:21 and the Notice of Public Hearing was read aloud. Mayor Warner asked if anyone was here to speak in favor of or against the proposed local law. Sena Clarke asked if this was done in preparation of a potential sale. Mayor Warner gave the history of the change request.

Mayor Warner asked for a second and third time if anyone wanted to speak for or against the proposed local law. Receiving no response, the public hearing was closed at 7:24 p.m.

Motion by Trustee Gustin, seconded by Trustee Carpenter, to adopt the attached Local Law 3 of the year 2020 Amending the Zoning Map of the Village of Canastota to Change the Zoning Designation of Certain Property Zoned Industrial Park Development District A (INP-A) to Industrial Park Development District B (INP-B). Passed 4 to 0.

Department Head Reports continued.

Administrator Farwell read the Police Chief's report. Mayor Warner noted that Code Enforcement Officer Adsit was not able to be here tonight but he did submit his report and it is included in the packets.

Motion by Trustee Carpenter, seconded by Trustee Gustin, approving a credit in the amount of \$143.68 against the sewer charges on the September 30, 2020, OCWA bill for property owned by

~~By Clerk/ Treasurer~~ (Note: The reason for the excess water consumption was due to a toilet leak that has been repaired.) Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Warner, approving a credit in the amount of \$95.21 against the sewer charges on the September 30, 2020, OCWA bill for property owned by Yadvinder Modgil and located at 343 North Peterboro Street, Canastota, New York. (Note: The reason for the excess water consumption was due to a toilet leak that has been repaired.) Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Carpenter, to authorize Clerk/Treasurer Williams to turn over to the Madison County Treasurer's Office unpaid taxes for fiscal year 2020-2021 in the amount of \$150,455.77, with interest thereon at the rate of 8% for a total of \$162,492.19. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Carpenter, to approve a wire transfer sent to Chase Manhattan Bank o/b/o DTC on October 15, 2020, in the amount of \$34,587.11 for payment of interest in the amount of \$9,587.11, from the General Fund (97107.01 Interest on Debt Service) and principal in the amount of \$25,000.00 from the General Fund (97106.01 Debt Service) owed on the 2019 Downtown Enhancement Project Bond. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Carpenter, approving an ACH transfer from the Sewer Fund to USDA in the amount of \$10,352.50 for principal in the amount of \$7,000.00 (97106.02 Debt Service) and interest in the amount of \$3,352.50 (97107.02 Interest on Debt Service) owed on the 1998 Rural Development Series A Bonds. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, approving an ACH transfer from the Sewer Fund to USDA in the amount of \$4,102.50 for principal in the amount of \$3,000.00 (97106.02 Debt Service) and interest in the amount of \$1,102..50 (97107.02 Interest on Debt Service) owed on the 1998 Rural Development Series B Bonds. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Gustin, approving a wire transfer to be sent to M&T Bank on or about October 30, 2020, in the amount of \$99,300.00 from the Sewer Fund (97106.02 Debt Service) for principal owed on the 2014 WWTP Capital Upgrade Bond. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Carpenter, to approve the membership of Patrick Dwyer into the Canastota Volunteer Fire Department based on the attached request from Anthony Palamara, Fire Council Secretary. (Note: A copy of her driver's license has been received.) **Discussion:** Trustee Watkins asked if we have figured out the background check yet. Administrator Farwell advised that she spoke with Chief Tornatore who reached out the Chief Zophy. The Board discussed how the background checks were received. Administrator Farwell and Chief Tornatore will follow up on this. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Carpenter, approving the attached Memorandum of Understanding between the Village of Canastota and the Canastota Volunteer Fire Department based on the attached request from Anthony Palamara, Fire Council Secretary. (Note: A copy of his driver's license has been received.)

Discussion: Trustee Gustin questioned this applicant's address. Failed 0 - 4.

Motion by Trustee Gustin, seconded by Trustee Carpenter, approving the attached Master Equipment Lease Purchase Agreement between the Village of Canastota and Community First National Bank identified as Lease Number: CANNY2020-10E regarding the 2020 Ford Police Interceptor with Upfitting VIN# 1FM5K8AB6LGD06951, with a total acquisition cost of \$50,336.78, payable in three annual installments of principal and interest in the amount of \$17,783.65 beginning on April 19, 2020 and ending on April 19, 2023, and authorizing Mayor Warner, Deputy Mayor Carpenter and Clerk/Treasurer Williams to execute same as required. **Discussion:** Trustee Watkins asked what the upfitting was. Administrator Farwell will have to get that information. Trustee Carpenter noted that Chief Zophy has forgone vehicles on his cycles. Passed 4 to 0.

Motion by Trustee Carpenter, seconded by Trustee Watkins, approving the attached Agreement Between Client and Consultant for Professional Services between the Village of Canastota and Environmental Design & Research, Landscape Architecture, Engineering & Environmental Services, D.P.C., in the amount of \$60,000.00, for professional services to be rendered in connection with the Canal Street Concept Design Project, and authorizing the Mayor to execute the same. **Discussion:** The Mayor let the public know that this grant is from the State to come up with a design concept for the Canal from Diamond Street to Main Street and this grant could be subject to the 20% hold back but noone in Albany knows right now. There will be public hearings on this to get public input. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Gustin, approving the attached New Position Duties Statement creating the position of Wastewater Treatment Plant Operator Trainee. **Discussion:** The Mayor asked if the other positions have been received. Trustee Watkins asked if we can hold up until all 3 positions have been approved by the County. Administrator Farwell noted that we could, but time is sensitive and she thinks that having at least one position approved now would help us. Administrator Farwell also noted that this would be a CSEA position and there are processes that need to be followed. The Board discussed how we should handle this. The Board will call a special meeting to address all three (3) when received. Failed 0 - 4.

Motion by Trustee Watkins, seconded by Trustee Carpenter, approving the attached Memorandum of Agreement between the Village and the CSEA Unit #7352 of Madison County Local 827, adding the titles of Waste Water Treatment Plant Trainee and Waste Water Treatment Plant Operator to the Collective Bargaining Agreement referenced therein. **Discussion:** Administrator Farwell advised the Board that right now we have the titles of Operator and Trainee. Trustee Watkins asked who we would move forward with this. DPW Foreman Maxwell noted that the union is trying to be helpful and is willing to work with the Village on this. Trustee Watkins asked if our employment attorney

~~has advised that he has not seen the agreement. DPW Foreman Maxwell noted that this agreement allows the union to be canvassed instead of going through the 10-day posting process. Once the new position is approved, a Memorandum of Agreement would be written and the same canvass would be done for that position. Passed 3 - 1. Trustee Watkins opposed.~~
attorney, but he has not seen the agreement. DPW Foreman Maxwell noted that this agreement allows the union to be canvassed instead of going through the 10-day posting process. Once the new position is approved, a Memorandum of Agreement would be written and the same canvass would be done for that position. Passed 3 - 1. Trustee Watkins opposed.

Motion by Trustee Gustin, seconded by Trustee Carpenter, to authorize the Mayor to sign the closing documents related to the sale of Lot 3A in the Industrial Park. Passed 4 to 0.

Correspondence.

- Letter of resignation from Irene Nelson.
- Letter of resignation from Jonathan Carr.
- Tree request regarding 301 South Park Street.
- Tree request regarding 241 James Street;
- Tree requests (3) regarding 104 Ball Avenue.

The Mayor asked if the DPW has received these requests. DPW Foreman Maxwell has received these requests.

Administrator.

Administrator Farwell talked about the problems with the current arborist, American Arborist. Things are taking longer because of some changes that the company is experiencing. Tree evaluations are happening quickly, but removal is not happening in a timely manner. Administrator Farwell would like to suggest that we RFP for a new arborist in our community. Administrator Farwell gave an example of a tree that had a large limb that fell and we had to call in a different company because we could not get our arborist. She doesn't want this to continue to happen. The Mayor asked about the license of the current arborist. Administrator Farwell noted that it does not appear to be current. The Mayor would be in favor of doing an RFP - the Board concurred.

Motion by Trustee Gustin, seconded by Trustee Watkins, to go out for an RFP for an arborist for the Village. **Discussion:** DPW Foreman Maxwell advised that there have been multiple discussions on this and he thinks that we need a primary and secondary arborist. Passed 4 to 0.

~~Administrator Farwell updated the Board that the business who owns~~

Trustee Carpenter asked if they were from the area. Administrator Farwell advised that they were not, but they are living in the apartment above the salon.

Administrator Farwell advised the Board that we have a CDBG with Dutchland and they made their first repayment. This money is to be granted back out for economic development. We cannot spend this money until the end of the fiscal year after we have reported. Administrator Farwell noted that we had discussed in the past doing something like a competition concept - looking at the vacant storefronts in the downtown. Administrator Farwell gave some ideas about how this would work.

Administrator Farwell has had some discussions with former Trustee Bill Haddad regarding our current FaceBook page after the discussions during our last meeting regarding social media. Former Trustee Haddad would be happy to assist us with a transition. He also talked about developing a new page and the existing page would stay as a community page. The Mayor is afraid that it would be confusing to have 2 pages. Administrator Farwell suggested changing the page name to something like "Village of Canastota Community Page". The Board talked about how this would work. The Mayor asked about getting guidance from the County. Administrator Farwell has received documents from the Public Relations specialist at the County. The Mayor asked that Administrator Farwell share those documents with the Board. Trustee Carpenter talked about how you could set up logins and administrators on FaceBook.

Mayor.

The Mayor asked about sidewalk letters. The asked Code Enforcement Officer Adsit for a list of what was needed. Some residents thought that their sidewalks needed to be poured before winter. Administrator Farwell updated the Board about the status of the sidewalk requests. Ted Hart contacted Mayor Warner about the letters that went to property owners about having sidewalks done before the winter, noting that the timing didn't work for all of them.

The Mayor talked about her conversation with Jim Cunningham about the proposal.

She talked about the residents on Belleview Avenue having problems with fishers. Mayor Warner updated the Board about her discussions with the regional OPRHP office, advising that Administrator Farwell has provided them with the requested information.

The Mayor advised the Board that the Erie Canal Museum bought a new wagon and would like us to find a place to put it.

The Mayor advised that there is a meeting this week regarding 911 addressing with Frank McFall from the 911 Center, the Mayor and Doug Gustin. The Mayor also extended invitations to the Police

