

VILLAGE OF CANASTOTA  
MINUTES  
October 4, 2021

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, Bill McDade and Douglas Gustin; Village Historian David Sadler; Lenox Town Clerk Charlene Barres; John Pinard; Joel Arsenault (7.05 p.m.); and Bruce Burke of PAC 99

ABSENT: None.

Motion by Trustee Watkins, seconded by Trustee McDade, to approve the attached General Fund Abstract in the amount of \$33,841.53. Passed 5 to 0.

Motion by Trustee McDade, seconded by Trustee Carpenter, to approve the attached Sewer Fund Abstract in the amount of \$10,247.62. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, to approve the attached minutes of the September 20, 2021, meeting. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Watkins, to approve the attached minutes of the September 28, 2021, special meeting. Passed 5 to 0.

Motion by Trustee McDade, seconded by Trustee Carpenter, to approve the attached minutes of the September 30 2021, special meeting. Passed 5 to 0.

**Public Comments.**

Village Historian spoke to the Board about the grant application that he is submitting for a historical marker commemorating the location of the 1852 Liberty Party Political Convention held where the Old Grange was located on Center Street in the Village. The Convention was relocated to Canastota because of a cholera outbreak. Mayor Warner asked Mr. Sadler if he needed anything from the Village to complete the application. He has the newspaper clippings and should be all set - he will know by the end of March if we are awarded the grant. Mr. Sadler also advised the Board that he has been on the Finger Lakes Trail for the last couple of months. It is a 586 mile trail from Pennsylvania to Slide Mountain

in the Catskills. As far as Mr. Sadler knows, he is the oldest person to have completed the trail.

Town Clerk Charlene Barres talked with the Board about the Christmas Holiday Parade of Lights to be held on Saturday, November 27. She thanked Joel and Lorraine Arsenault for allowing the Parade Committee the use of their building on the corner of Center and Peterboro Streets. Char talked about the possible parade route.

She will report more after the meeting tomorrow. Char also advised that if the parade needs to be canceled, it can be without any financial loss to the Village.

The committee is looking for Board support for the event. Santa will participate again this year, but he would like to walk around and see the children and not do anything inside of the Key Bank this year. Trustee Carpenter commented that it is great to see it moving forward and thanked Charlene.

Joel Arsenault approached the Board wanting to discuss the lot on Center Street at the back of the building. Mr. Arsenault gave the history of how the Village came into ownership of the building. He stated that the intent was to provide overnight parking for people that lived in the Village. Mr. Arsenault noted that it has worked nicely over the years. He stated that they have put in very nice apartments over the Bruno Building and his tenants like to park in our lot, noting that they feel safe there. Mr. Arsenault would like overnight parking to be allowed in our lot for his tenants. The Mayor provided the Board with a copy of the local law regarding parking in this lot. The Mayor noted that last year, the tenants received letters asking them not to park there, but the Board did not know that the letters were given. The problem is that the tenants leave their cars there for many days and the DPW was not able to plow the lot. The cars need to move in the early morning so that the lot can be plowed and the Town employees can park. The Mayor would like the Board to look at the local law and then, if necessary, make amendments to the local law. Mr. Arsenault thinks that overnight parking was mostly the issue. The Board and Mr. Arsenault spoke about possible solutions. The Mayor noted that she spoke with Town Supervisor Rocky Diveronica and he stated that parking for Town employees has been a problem. The Mayor suggested that we send letters asking the tenants to move their vehicles by 7:00 in the morning or we will tow them. Trustee McDade agrees with Mr. Arsenault that we need to encourage people to come into the downtown area. He thinks that we need to come up with a solution that works for the residents also. Trustee Carpenter believes that this is a topic for a joint meeting. The Mayor asked Town Clerk Barres for a date for a joint meeting - a date was discussed. Trustee Carpenter asked where the tenants were parking last year when they were asked to move. Mr. Arsenault talked about where the tenants were and some of the problems that they had, as well as alternate parking on his property and why it is not as safe or convenient for the tenants. He also noted that the ramp has worked very well for the blood draw office in his building on Center Street. The Mayor

asked Mr. Arsenault if the Village could use the windows in the old pharmacy building to display the drawings for the Erie Canal redesign. Mr. Arsenault stated that he has no problem unless he gets a tenant in there and he feels that it would be a good opportunity for people to see what is going on at the Canal. The Board thanked Mr. Arsenault for his help.

The agenda and a meeting date were discussed with Town Clerk Barres. She will let Clerk/Treasurer Williams know in the morning if the joint meeting can be held on October 11 at 6:00 p.m.

Motion by Trustee McDade, seconded by Trustee Watkins, to approve the Intermunicipal Agreement regarding Winter Snow and Ice Operations between the Village of Canastota DPW and Village of Fayetteville for the period of 11/1/2021 to 10/31/2022 and authorize the Mayor to execute the same. Passed 5 to 0.

Motion to authorize the Mayor to execute the attached Letter of Intent to Purchase with Navistar, Inc. regarding CV515 Truck provided by MDI and financed through Republic First National. **Discussion:** Mayor Warner noted that we will have two (2) trucks going to surplus. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, to approve attached request from Sargent Barton for the following road closure on 10/7/21: South Peterboro Street at James Street, north to Lewis Street; Roberts Street east to Clark Street; Railroad Street at South Peterboro Street, west to South Main Street for the Canastota Central School Home Coming Parade from 5:30 p.m. – 6:45 pm. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Carpenter, to approve ACH Transfer USDA, Rural Development on 10/21/21 from the Sewer Fund in the amount of \$10,195.00 for payment of principal in the amount of \$7,000.00 (97106.02. Debt Service) and interest in the amount of \$3,195.00 (97107.02 Interest on Debt Services) for the 1998 Phase I Serial A Bond. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee McDade, to approve ACH Transfer USDA, Rural Development on 10/21/21 from the Sewer Fund in the amount of \$4,035.00 for payment of principal in the amount of \$3,000.00 (97106.02. Debt Service) and interest in the amount of \$1,035.00 (97107.02 Interest on Debt Services) for the 1998 Phase I Serial B Bond. Passed 5 to 0.

Motion by Trustee McDade, seconded by Trustee Gustin, to approve the wire transfer to Chase Bank on 10/1/2021 from General Fund in the amount of \$2,362.50 for payment of principal (97107.01 Debt Services) for the 2009 General Obligation Bond Bruno Road Infrastructure Project. Passed 5 to 0.

**Correspondence.**

- Copy of letter of support given to the Town of Lenox by Mayor Warner. The Mayor noted that Supervisor Diveronica wanted sewer information added in there. The Mayor would like this to be a separate conversation.
- Letter and copy of SPEDES permit inspection report.
- Renewal quote from M.A. Polce for the annual Barracuda services. The Mayor discussed the history of this renewal with the Board.

Motion by Trustee Gustin, seconded by Trustee McDade to accept the renewal contract and the financing for 3 years. Passed 5 to 0.

**Mayor Comments.**

Mayor Warner advised the Board that she has a follow up meeting tomorrow with Archive Social. This is the company that archives social media accounts for FOIL purposes. The Mayor asked the Board what they would like to do. The County is very happy with the services that Archive Social provides. The Mayor does not know if they have had any FOIL requests. Mayor Warner noted that the County uses the economy plan, but frequently does go over the allowed amount. Trustee Carpenter stated that he believes that it is an important thing, but it is a lot of money. The Mayor noted that it will be about \$3,000 a year. Trustee Carpenter asked about a shared-services opportunity. The Mayor will ask them tomorrow. She suggested asking for a demo at a future meeting. Trustee McDade believes that this is a lot to go through for such a small amount of money. The Board would like the Mayor to talk with them tomorrow and we can make a decision at the October 18 meeting. The Mayor discussed with the Board why we may need their services.

Mayor Warner noted that the two (2) computers that came back from the County will be sent out to be destroyed. She also noted that we have already voted to have them sent back to the County. Trustee McDade would like us to drill into the hard drive before disposal. The Mayor will have Sgt. Barton get with DPW Foreman Maxwell on the destruction of the computers.

Mayor Warner has a box of old budget records that were in the drawer in her office and noted that they are duplicate records.

Motion by Trustee Watkins, seconded by Trustee McDade, to destroy any duplicate records sitting in her office from 1999 - 2012. Passed 5 to 0.

The Mayor noted that we need to set a public hearing on the cannabis law. The surveys will go out this week. The law came from the Village of Cazenovia.

Motion by Trustee Watkins, seconded by Trustee McDade, to schedule a public comment session November 1, 2021 at 7:10 p.m. on the cannabis law. Passed 5 to 0.

The Mayor noted that there is a list of trees from DPW Foreman Mark Maxwell that needed to be added to the budget. The Board talked about where to come up with the funds needed to remove these trees. The Board talked about what trees need to come down and how to handle the cost. The Mayor asked the Board to look at the budget and determine where to get the money from.

Mayor Warned advised that she will be gone for the October 18, 2021, meeting. Deputy Mayor Carpenter will handle the meeting. The Mayor would also like to talk about the Village Administrator position. She would like it to be posted so it can be filled. Trustee Watkins does not feel that it is necessary and thinks that the DPW is more important. The Mayor invited the Trustees to pick items from the whiteboard in her office to help her. The Board talked about how to handle this. Trustee Gustin believes that we need to go out and set it up for applicants but we may not find the right person. It is not an easy position, but we should at least look to see if there is anybody out there. Trustee McDade thinks we need to hire an employee that will act at a level of Village Administrator and administer without the two-year term appointment. Clerk/Treasurer Williams explained how we have to change the job description and how the process will work with the County if the Board wants to change the position. The Mayor asked the

Board to put together a duty statement of what we want the position to do and we can put it together with the County. Trustee Carpenter believes that we need someone here to be a point-person when the Mayor is not here day-to-day and someone to take care of the day-to-day things that come up. The Mayor talked about what she needs from the person in this position to help her with grant work, other work and how much work there is.

The Mayor talked about the DEC letter regarding the public comment for the Brownfield application for the property on Center Street. Mayor Warner wants to send a letter of support for this application. The Board consented.

Mayor Warner has been requested to provide a letter of support for the Chittenango Board Landing Museum and received a letter regarding the Tour the Towpath.

The Mayor received a letter from the New York Department of Public Service regarding internet access in the Village of Canastota.

#### Trustee Comments.

Trustee Watkins has nothing tonight.

Trustee Gustin updated the Board regarding Recreation. The Dye Dash will be held at the Recreation Park on Saturday, October 16, from 9 - 12. They are still waiting on final registration numbers. The Craft Fair will be held on Sunday, November 21 at Theodore's from 11 a.m. - 3 p.m. Trunk or Treat will be held at the Recreation Park on Saturday, October 30 - he will have times at the next meeting. Trustee Gustin believes that it starts at 4:30 - they are trying to get more support. The Rec Board will be stuffing candy bags on October 21 at 7:00.

Trustee McDade has nothing tonight.

Trustee Carpenter asked about protecting the bases of the new light poles on Peterboro Street from the salt. He would like us to sand off the rust and repaint and also look for something to protect it from further damage. The Mayor would like the front door to be painted as it has been primer since it was installed while Administrator Carpenter was here. The Board talked about touching up the historical markers also. Historian Sadler advised that the paint is available

at Kime's and the State recommends that the markers be painted every five (5) years. The Mayor stated that she will work on this.

Motion by Trustee Watkins, seconded by Trustee McDade, to go into executive session regarding personnel at 8:06 p.m. There should be no action after this session.  
Passed 5 to 0.

Clerk/Treasurer Williams did not stay for Executive Session.

Motion by Trustee Gustin, seconded by Trustee Watkins, to exit Executive Session at 9:26 p.m. Passed 5 to 0.

**Adjourn.**

Motion by Trustee Watkins, seconded by Trustee Gustin, to close the meeting at 9:26 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams  
Clerk/Treasurer