VILLAGE OF CANASTOTA

MINUTES

November 15, 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 Jeff Carpenter, Trustee Doug Gustin; Trustee Jeff Carpenter; Trustee Watkins; Code Officer Mike Adsit, Foreman Mark Maxwell, Fire Chief TJ Tornatore, Historian Dave Sadler, Recreation Director Nicole Boston and Bruce Burke PAC 99.

ABSENT: None.

Mayor apologized about the chilliness, stated we had URTZ and Johnson Controls there to look at heating issues.

Motion by Trustee Watkins and second by Trustee McDade to approve the General Fund Abstract in the amount of $45,798.73. Passed 5 to 0.

Motion by Trustee Carpenter and second by Trustee Gustin to approve the Sewer Fund Abstract in the amount of $29,901.60. Passed 5 to 0.

**Public Comments**

None

**Department Heads**

Historian Dave Sadler stated his is going to get historical information from the Rome, Cazenovia and Oneida library, easier to search for the information on the computer Trustee McDade ask can you access the information on the Internet, Mr. Sadler states some of the information.

Foreman Mark Maxwell stated that they should have the new truck this week, they will work on getting it calibrated and in service. Tree removal is moving along and they have about 4 left to do. They poured the sidewalks that had been dug out. First Street still needs some dirt.

They have Milled 8 bad spots that have bad overlays, want to get these done so it does not do damage to the plows. Town is going to rake and roll it.

They have pulled out x-mas lights out and are replacing bulbs and hope start having them up by end of week Mayor Warner asked do we need a lift and Foreman Maxwell stated it is coming Monday. Foremen Maxwell stated that if there is time they are going to flash the chimney on PD garage while they have the life, try to seal it up.

Maxwell stated that Debrucque’s had to come and weld a third patch on the Tea cup down at Headworks, the cyclone has issues with leaking. Foremen Maxwell explained how the tea cup cyclone worked. This is one of the items on the list for replacement. When there is heavy rain, they have to be down there to babysit the tea cups to clean it and put it back together.

Trustee Watkins asked if new truck was a one-man plow truck Maxwell stated yes and so is the 550.

Mayor Warner stated that they had posted the 2 MEO positions, Trustee Watkins asked why 2 positions. Mayor stated they are for replacing Ken Taylor and Marcos Roque. Foremen Maxwell explained why they are filling both at MEO. Trustee Watkins stated why 2 MEO since Maxwell as also and MEO. Foremen Maxwell explained that he had to resign his MEO position when he took the Foremen position. Stated that a new pink sheet was filed with Madison County. Mayor Warner stated that Clerk Treasurer Williams posted the positions on the website, Facebook and ad was placed in the paper.

Mayor Warner asked Deputy Clerk/Treasurer about bag and brush pickup. I explained that we have told the residents that the program ended on 10/31/21 but that the DPW was still going around and picking up bags as they have time in their schedule. Mayor ask Town of Lenox Highway Supervisor if some of his guys could help the village out. He stated that he had 2 guys out side but would see if he could send someone over. Trustee Watkins asked if we could get help from prisoners. Highway Supervisor stated that they did not have that program anymore.

Fire Chief Tornatore stated that they are filing a grant for SCBA airpack, they would be switching to a different kind of airpack. Lincolns chief was going to contact the grant writer, Fire Chief Tornatore stated that he had. Grant writer would charge $1500 per department. Looking to pair with Lincoln and Wampsville to help save filing costs. Trustee Watkins asked how many packs, Fire Chief stated they would get 62 to split between departments we have 28, then 17 to Lincoln and 17 to Wampsville. Grant is for $500,000, our total cost would be about $10,000. Fire Chief stated we have a better chance of getting grant if we do it as a group.

Mayor Warner stated if we get the grant all the gear will come up for replacement at the same time. She stated we need to set up a replacement plan for down the road. Trustee Watkins asked how many bottles are you looking for. Fire Chief stated 2 bottles per pack plus a mask; add masks into the grant.

Fire Chief stated would like to look into the grant from the Fire Truck and some of the information about infrastructure we can use that information to put into this grant.

Code Officer Adsit stated his report for September and October were small with his being out. Currently sending out several violations each day; looking to start tagging unregistered vehicles. Mayor Warner wanted him to talk with landlord about 3 vehicles in parking lot, letter was sent to have them removed by November 23 off our property and towed at the owners expense. Code Officer Adsit stated that the police department helped tagging things while he was out, stuff at the curbs has been cleaned up. Trustee Watkins asked if he needed more help from the PD to get caught up and he stated no.

Recreation Leader Boston stated Trunk and Treat went great. Working on Craft Fair for Sunday and have over 55 vendors and should be filling the room.

She asked the Board for permission for a painting program at Zems, paint with me, 3 classes with 25 people per class. It will be $10 per person.

Motion by Trustee Watkins and second by Trustee Guston to approve the painting classes at Zems. Passed 5 to 0.

Mayor Warner asked if she saw the list of activities for the day of the parade. She stated yes and had about 21 people that have signed up for the ugly sweater run/walk.

Mayor Warner asked Deputy Clerk/Treasurer Galavotti if she had anything to add and she stated no.

Motion by Trustee McDade and second by Trustee Watkins to approve a credit in the amount of $234.70 against the sewer charges on the September 30, 2021, OCWA invoice for Danielle M. Perior concerning premises known as 218 Wilson Avenue (Note: the excess water consumption was due to a toilet leak that was fixed during this billing cycle. This credit has been reflected on the spreadsheet.) Passed 5 to 0.

Motion by Trustee Gustin and second by Trustee Carpenter to approve the ACH transfer to USDA Rural Development on November 15, 2021, from the Sewer Fund in the amount of $4,995.00, from account 97107.02 (Interest on Debt Service) for payment of interest owed on the 1999 Rural Development Phase II Bond. Passed 5 to 0.

**Correspondence**

Letter from Justice Rapasadi and Finocchiaro that the court days are changing.

**Administrator**

None

**Mayor**

New position duty statement for police officer to replace Sabrina Paladino. Worked with Sergeant Barton on job duties and then sent to civil service at the county. There are 2 full time position open to replace Paladino and DeGirolamo. She also stated that there was a letter of resignation from DPW worker Marcos Roque in the packet.

Sergeant Barton had mentioned to the Mayor that he would like to start in internship program. Trustee Watkins asked what kids and Mayor stated she thinks high school kids. Sergeant Barton will discuss more at next meeting.

Sergeant Barton did a map that was sent to DOT to shut down the road for the Parade of Lights. Parade will start at school and come up Peterboro Street, ending at Railroad Street.

Police Department cameras were installed and are up and running. Trustee Watkins stated that they budgeted for new doors with key fob locks. Mayor stated that Sergeant Barton wanted to wait till the end of the budget season to make sure there is enough money since they had to invest in a new server this year. Trustee Watkins stated that since it was budgeted for the door and key fob system he thinks we should move forward with it.

Police departments new server is in and hopes to have it installed by end of month.

Mayor Warner stated that they have to notice FEMA that we have changed the specs of the new truck, it will be a little smaller, tank size 100 gallon smaller. First Assistant Barker working with FEMA to take care of this. Got information from HGAC is the Houston Galviston Area Counsel, its like a co-op to buy, got a couple of specs from Darley on a truck which would be the CV-515similar to what we just got for the DPW. Darley recommending we get involved with HGAC, worked in $1000 membership into the price of the truck. Makes it so we can piggy back of off someone else’s contract and not put things out to bid. Asked if anyone is opposed to HGAC, can piggy back on any contracts that are part of this program.

Discussed the Wolsey letter, they will forward the letter to the state since we do not have jurisdiction over Rt 31.

Town has new engineering plans for the upstairs bathrooms, would like to put a storage room in where the water fountain is now. We will have to look into subcontracting the work out. Want to talk with town on how much money they are still dedicated, $40,000 towards the project.

Mayor Warner stated she still has some concerns regarding the sewer budget, but the general side looks ok. She stated that Queensboro has called to set up a meeting and we are waiting for a proposed date.

One Group stated that the 1960painting of a boxer was on our policy and Boxing Hall of Fame Policy. It has been taken off of ours.

Erie Canal Brewery is interested in a parcel of land in Industrial Park to construct a new facility for production. They spoke with former Mayor DeShaw and we may need to look into the Zoning if they want to do tours. Former Mayor DeShaw may want to do an event up there and they may want to also do sales.

Mayor stated that she has FEMA, Duns and Sams all up and running with new login information.

PD is working on a grant through DCJS for the Live Scan, having issues with finding a login and password information.

Mayor stated that she would like to possibly get more generic email for certain positions so we don’t lose information when employees change. For example [mayor@canastota.com](mailto:mayor@canastota.com).

Trustee Carpenter stated that you can sometimes create alias for no change.

Auditor were in working on the court audit and AUD.

Had phone call with company today called GPI, state has contracted with this entity to figure out ownership of Erie Canal. Identified all the partials in the Village down on state street owned by state that we maintain, along with parking lot and rotary parks. Let them know about properties on State Street where people own the house but not the land that they sit on.

Mayor asked the Board if they would like to keep the subscription for Webex since we are not using it a lot lately, it cost $15 a month. Board agreed that is would be good to keep.

Archive Social called to see if we are interested is hiring their service it would cost $250 a month. Trustee Gustin and McDade stated that they did not think it was worth the money. Trustee Watkins motioned to approve the contract with Archive Social, Trustee McDade second the motion and then they went into discussion. Trustee Watkins stated we should have it because of everything we are putting on Facebook. Trustee McDade stated are we doing this for a possible FOIL request. Trustee Watkins stated in case of a law suit. Trustee McDade wanted and example of why they think this. Mayor Warner stated that if a village employee or a trustee put something on Facebook and then took it off it could cause issues if there is no archived record of it. Trustee Watkins stated that several other municipalities including the county are using this. Trustee McDade did a motion that was second by Trustee Gustin to table this till the next meeting; stating he would like to do some research into this. Passed 4 to 1. Trustee McDade said they will definitely vote at the next meeting.

Mayor Warner asked Deputy Clerk Treasurer to note that there will be old business at the next meeting.

Motion by Trustee Watkins and second by Trustee McDade to vote to approve local law B of 2021 to amend Chapter 4 of the Village of Canastota Code Relative to the Term and Duties of the Village Administrator as stated. Roll call Trustee McDade Aye, Trustee Carpenter Aye, Trustee Gustin Aye, Trustee Watkins Aye, Mayor Warner Aye. Passed 5 to 0.

Mayor stated we can now post ad for the Administrator position.

Mayor asked the Board if there was on consensus on the Police Chief position. Trustee Watkins was still thinking about it, Trustee McDade stated he wanted to wait for new list after the next test. They have no problem with leaving Sergeant Barton in the current position. Mayor Warner stated that if they leave Barton in the position then they need to have an executive session regarding salary.

Mayor stated that 207C is 99% done, spoke with John Corcoran and hope to have something next meeting to review to then send to PBA.

**Trustee Comments**

Trustee Carpenter – none – Looking forward to holiday events on 27th

Trustee Gustin – none

Trustee McDade – none

Trustee Watkins - none

Motion Trustee Watkins and second by Trustee McDade to adjourn meeting at 8:12 pm. Passed 5 to 0.

Respectfully submitted,

Karen Galavotti

Deputy Clerk/Treasurer