

VILLAGE OF CANASTOTA
MINUTES
November 7, 2022

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

PRESENT: Mayor Rosanne Warner; Deputy Mayor Doug Gustin and Trustees Jeffrey Watkins, Bill Haddad and Lori Torrey; Village Administrator Ryan; Fire Chief Chafee; Town of Lenox Supervisor John Pinard; Mark Taylor; and Bruce Burke of PAC 99.

ABSENT: None.

Motion by Trustee Watkins, seconded by Trustee Torrey, to approve the following budget modification: increase 2705.01 (Gifts and Donations) by \$449.00; increase 85104.01 (Beautification) by \$449.00 (Note: this is to accommodate the purchase of the tree placed at the Spencer Street Park in memory of Pat Pardy from donations received in her memory.) Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, to move \$449.00 from the Misc. Special Revenue Fund to the General Fund for the purchase of the tree in memory of Pat Pardy from the funds donated in her memory. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Gustin. to approve a loan from the General Fund to the Capital Fund in the amount of \$460.82 for architectural design services for the LWRP Grant Project. Passed 5 to 0.

Motion by Trustee Torrey, seconded by Trustee Watkins, approving the attached minutes from the October 17, 2022, meeting. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, to approve the attached General Fund Abstract in the amount of \$118,319.62. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, to approve the attached Sewer Fund Abstract in the amount of \$41,200.74. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, to approve the attached Capital Fund Abstract in the amount of \$460.82. Passed 5 to 0.

Public Comments.

Town of Lenox Supervisor Pinard advised that there are 12 names missing from the monument at Clark Park. The Town will have that corrected before Veterans' Day. The Village Board discussed with Supervisor Pinard where the names were from. Supervisor Pinard also advised the Board that he has three (3) requests from people that were hoping to get sewers: 3382 Seneca Turnpike; 3370 Seneca Turnpike; and 3314 Seneca Turnpike. He further advised that these properties are not currently in a sewer district. Trustee Watkins asked what the Town was going to give up for these

and then asked where the allocation would come from. The property at 3314 Seneca Turnpike (Hi-Way Bowl) is adjacent to an existing sewer district and noted that no annexation is planned. Mr. Pinard noted that the Town of Lenox does not allow chickens but they have many properties that have them. Their Board is contemplating allowing them. Trustee Haddad asked if we are getting a written request for these properties to have sewer. Mr. Pinard stated that they don't do a formal request if we are going to require annexation. After discussion with the Board. Mr. Pinard will do a formal request tomorrow.

Motion by Trustee Warner, seconded by Trustee Haddad, appointing Khiem Nguyen as a part-time police officer effective November 9, 2022, with an 18-month probationary period based on the attached request and recommendation of Chief Barton. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, appointing Anthony Winchell to the position of Motor Equipment Operator with the Department of Public Works effective November 9, 2022, at Step 3, Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Torrey, to approve payments totaling \$6,394.22 from the General Fund to MBI for health insurance debit card transactions from October 1, 2022 - October 31, 2022. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, approving an ACH transfer to USDA to be made on November 15, 2022, in the amount of \$4,725.00 from the Sewer Fund (Account 97106.02 - Interest on Debt Service) for interest owed on the 1999 Phase II Bond. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, approving the attached Subscription Agreement with Diamond Maps in the amount of \$660 for a one-year enterprise subscription for GIS services and authorizing the Mayor to execute the same. **Discussion:** The Mayor advised the Board that this will put all of our sewer, gas, water and locations of catch basins on the map. She invited the Board to stop in and see the program, noting that this should be a better program than the last one. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad., approving the attached 5-year Planned Maintenance Agreement with Cummins Sales and Service in the total amount of \$6,817.35 for preventative maintenance of the generator located at the pump station, and authorizing the Mayor to execute the same. Passed 5 to 0.

Motion by Trustee Gustin. Seconded by Trustee Watkins, accepting Option 1 as shown on the attached correspondence dated October 12, 2022, from OCWA, for the installation and maintenance of proposed Hydrant #15202 - Richard Lane, OCWA Project No. 4220075, and authorizing the Mayor to execute the same. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, authorizing the Fire Department to submit the attached application for a 2022 Volunteer Fire Assistance Forestry Grant in the amount of \$2,998.00, for the purchase of 1" forestry hose and accessories with a 50% Village match totaling \$1,499.00, and authorizing the Mayor to execute the same. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, approving the attached engagement letter from D'Arcangelo & Co., LLP, dated October 24, 2022, for the preparation of the AUD for period ending May 31, 2022, in the anticipated amount of \$7,250.00, and authorizing the Mayor to execute the same. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, approving the attached engagement letter from D'Arcangelo & Co., LLP, dated October 24, 2022, for the agreed-upon procedures audit for the Justice Court and Village for period ending May 31, 2022, in an the anticipated amount of \$7,550.00, and authorizing the Mayor to execute the same. Passed 5 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, declaring the Ricoh Aficio MP C2051 copier as surplus and of no further use to the Village and authorizing it to be sold at auction to the highest bidder. Passed 5 to 0.

Public Hearing 7:15 p.m. Proposed Local Law Updating the Code Enforcement Program in the Village of Canastota.

The Mayor opened the Public Hearing at 7:15 p.m. and read the Notice of Public Hearing out loud. Mayor Warner asked if anyone was here to speak on local Law G-2022 as it pertains to Code Enforcement. The Mayor asked two (2) more times if anyone wished to speak for or against the proposed local law and received no response.

Motion by Trustee Watkins, seconded by Trustee Haddad, to close the Public Hearing at 7:17 p.m. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, adopting the attached Resolution enacting Local Law 7-2022 Updating the Code enforcement Program in the Village of Canastota. (Note: this requires a roll call vote.) Trustee Haddad - aye; Trustee Gustin - Aye; Trustee Watkins - Aye; Trustee Torrey - Aye; Mayor Warner - Aye. Passed 5 to 0.

Correspondence.

- Letter from Madison County Solid Waste regarding increases in fees effective January 1, 2023. Supervisor Pinard noted that the contracts are being re-written so that all communities will be paying the same amount.

- Tree request from Robert and Wendy Dunn. Clerk/Treasurer Williams advised that DPW Foreman Holdridge will be taking the limb from the tree when they have the bucket truck for the lights.

Administrator's Comments.

Administrator Ryan advised that M.A. Polce has agreed to give us a 6-month contract on our email service to give us time to find another IT provider. Work on the lamp posts is ongoing and should be done before Thanksgiving. The DPW has changed the locks on the gates and they are researching cameras for some of our facilities. The 2022 portion of the paving project is complete and the rest will be finished after OCWA does the water lines. Administrator Ryan and Foreman Holdridge are working on a list for next season. The sidewalk project is partially complete and we are still waiting on parts for the elevator. Administrator Ryan and the Mayor met with Kipp Hicks regarding the Micron potential for the Village. The Mayor and Administrator Ryan also had a conversation with Walgreens regarding closing their Canastota location. Administrator Ryan also spoke with their property manager who noted that they have no plans currently to re-rent the space.

Mayor's Comments.

The Mayor noted that Fidelis sent her an email regarding Walgreens being booted from the Medicaid Program. The Mayor and Administrator Ryan met with Joel Arsenault regarding bringing in a new pharmacy. The Mayor spoke with the Village Attorney to see if the Village was able to pay part of the rent and the Attorney stated that we cannot. Mayor Warner talked about the CCI project on Route 13. The majority of the project will be in the Town portion of the property. The property owner wants to put the retention pond for drainage on the Village portion of the property. The Mayor spoke with the Village Attorney about this and he recommended that this go to the Village Planning Board for approval. The Mayor has six (6) boxes set aside for destruction and four (4) more boxes of General Filing for destruction. The Board discussed the procedure for destroying old records. Mayor Warner was asked by Richard Kelly if the Village gave any more consideration to the proposal he presented for a one-way traffic pattern around South Side School. Trustee Haddad advised the Board that he brought this to the School Board and they are working on it. The Mayor talked about the easement for drainage on the Mahoney Property that did not get included in the deed to Mahoney. Mayor Warner found minutes regarding problems with traffic at the South Side School when she was researching the Mahoney drainage easement. The Mayor advised the Board that the new pump for the pool came in and the loaner from the City of Sherrill was removed and returned with our thanks. Mayor Warner talked about a Fine Arts Grant that she was advised about by the Village of Chittenango Mayor. The grant is for \$5,000 to promote the arts. The Mayor will reach out to the school to see if we can work together and she gave ideas of what could be done if we receive the grant. The Board would like more information on the grant. Trustee Torrey asked if the Grant is for historical art or can it be for anything. The Mayor will give the Board more information as she gets it and asked Trustee Haddad to let the School Board know.

Trustees Comments.

Trustee Gustin is all set.

Trustee Watkins is all set.

Trustee Haddad would like to see a list of potential roads for next year's paving project by January so that we can get something planned by March. Mayor Warner added that OCWA would like us to have a schedule for about three (3) years out if possible.

Trustee Torrey is all set.

Motion by Trustee Watkins, seconded by Trustee Torrey, to enter Executive session regarding personnel at 7:35 p.m. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, to exit executive session at 8:17 p.m. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, to adjourn the meeting at 8:18 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams
Clerk/Treasurer