VILLAGE OF CANASTOTA

MINUTES

August 21, 2023

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; Trustees Bill Haddad, Lori

Torrey and Jeff Watkins; Village Administrator Jeremy Ryan; Deputy

Clerk/Treasurer Caitlin Farr; Code Enforcement Officer Mike Adsit; Fire Chief

Lyle Chafee; Village Historian David Sadler; Dan Cunningham; Mark Taylor; and

Bruce Burke from PAC 99.

ABSENT: Clerk/Treasurer Catherine Williams

Motion by Trustee Watkins, seconded by Trustee Torrey, to approve the attached General Fund Abstract in the amount of $45,766.74. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, to approve the attached Sewer Fund Abstract in the amount of $2,130.46. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Torrey, to approve the attached Capital Fund Abstract in the amount of $29,925.00. Passed 4 to 0.

**Public Comments.**

None

**Discussion of changing parking codes on Center St. and S. Peterboro St. to create specified 15-minute parking spaces.**

Members viewed an attached map showing parking spots already in place next to Mr. Arsenault’s building. Trustee Haddad asked how the village would be able to enforce 15-minute parking. Parking on Peterboro is already designated for 2 hours, discussion to change 2 spots to 15 minutes. Along with this, it was discussed to add one 15-minute spot on Center St. and to change the rest of the parking along Center St. to 2-hour parking. It was stated that if parking is allowed on the south side of Center St., it will make it difficult for drivers to catch the magnet to trigger the light. Trustee Gustin asked if we should do 2–15-minute parking spaces in front of Rapasadi’s corner on Peterboro. Trustee Watkins asked if there is 15-minute parking at the bank or post office. Mayor Warner stated that added one space on Center St. and 2 on Peterboro should be more than enough. Trustee Watkins thinks it should be opposite. Mayor Warner stated that having 2 on Peterboro would be helpful for senior citizens in the community. It was discussed that there is an issue with residents parking on Center St. rather than in their designated parking lots. Trustee Watkins agreed with Trustee Haddad’s previous statement regarding how would we enforce this parking spaces. Trustee Watkins brought up the idea of a part time enforcement officer (Parking Enforcement Officer – PEO). Mayor Warner asked how was the village enforcing parking times now and Trustee Watkins said if there are no current issues, we should leave it as is. Village Administrator Ryan suggested that we should let the Pharmacy come in and re-evaluate after a couple months. It was also discussed that if we are putting 2-hour parking on Center St, we should do it on the pizzeria side as well. Mayor Warner reiterated that the 15-minute parking is mostly for our senior residents, to make access to the pharmacy easier. It was also discussed if we should add handicapped parking spaces on Peterboro St. Members discussed how many tickets would need to be issued to pay for a part-time PEO. Trustee Torrey believes it should be an honor system and Trustee Haddad believes the limited parking times should be specific to business hours. It was decided to change parking on Center St. to 2 hours and to add 2 15-minute spots on Peterboro.

**Department Heads.**

Historical David Sadler: Mr. Sadler shared that the 1873 historical marker has arrived but no date for dedication has been set as it is not up yet. Jeremy believes the marker will go up this week, weather depending.

Fire Department – Chief Chafee: Chief Chafee has been in communication with Darley, they are working to determine what is causing the problem with new truck. Trustee Watkins asked if we can decline receipt of the truck, Mayor Warner states that it has already been paid for. Mayor Warner explains that we are going to continue working with Darley as similar trucks are having the same issues. Stadium International looked at the truck and believes the driveshaft incline is too deep, Darley disagrees and says the driveshaft is fine. Zwack agrees that something is wrong with driveshaft but the engineers at Darley disagree. Chief states that the truck can go into service and that Darley will cover it but Chief is worried about something happening to the firefighters if something happens to the truck while in use. The village is expected to receive updates from Darley this week. Trustee Haddad brought up the 1-year warranty on the truck and believes we should tell Darley that the warranty period should be paused until the problem is fixed and Mayor Warner is curious if we can extend the warranty.

Codes: Mike Adsit – no comments/questions from board.

WWTP: Dan – WWTP has received all permits needed. Their monthly average flow for July was 1.8 million gallons. These numbers are higher than last July, caused from rainfall. The pump has been pulled out of the basement and they are replacing the mechanical seal. There are a few other seals leaking and they will be worked on one by one. Mayor Warner asked when the UV system will be shut down: 10/31/23.

Motion by Trustee Jeff Watkins, seconded by Trustee Bill Haddad to declare the attached lists of vehicles and equipment from the Department of Public Works and Police Department as surplus to be publicly auctioned, sold as scrap metal, or otherwise properly disposed. Passed 4-0.

Motion by Trustee Doug Gustin, seconded by Trustee Lori Torrey, to approve a request from the Village of Canastota Court to dispose of and destroy documents dated from June 1, 1976 to December 31, 1996. Passed 4-0.

Motion by Trustee Bill Haddad, seconded by Trustee Doug Gustin, to authorize the Mayor to enter into an agreement with Sheridan Engineering for engineering services in the amount of $4,950.00 for the municipal building bathroom and walls renovation project. Passed 4-0. **Note: Board of Trustees would like a copy of the engineering report before it goes out to bid.**

Motion by Trustee Bill Haddad, seconded by Trustee Doug Gustin, to authorize the Mayor to enter into an agreement with Robert and Joyce Menikheim (Everland Holding Company) to extend the $20,000 Grant Funds Agreement to redevelop the former “Farr Brothers Building” to August 30, 2025. Trustee Jeff Watkins would like to amend that the 2nd party must sign within 15 days for acceptance, seconded by Trustee Bill Haddad. Passed 4-0.

Motion by Trustee Doug Gustin, seconded by Trustee Lori Torrey, to schedule a public meeting for Wednesday, September 6 at approximately 7:45 p.m. (immediately following the scheduled Board of Trustees meeting) at the Canastota/Lenox municipal building for purposes of informing the public of the village’s intent to submit a NY Forward application to the State of New York to fund several proposed projects within the village. Passed 4-0.

Motion by Trustee Doug Gustin, seconded by Trustee Bill Haddad, to approve the membership of Isacc Smith with the Canastota Volunteer Fire Company. Passed 4-0

Motion by Trustee Jeff Watkins, seconded by Trustee Lori Torrey, to award the village’s 2023 tree removal contract to Brian Karst Crane and Tree Service for the low bid of $20,225.00 and authorize the Mayor to execute the same. Passed 4-0.

Motion by Trustee Jeff Watkins, seconded by Trustee Doug Gustin, to authorize the Mayor to enter into an agreement with Wheelock Rides for the use of the firemen’s field on Hickory Street from Sept. 21-23, 2023 for a community carnival. Passed 4-0.

**Correspondence.**

None.

**Mayor’s Comments.**

The comprehensive planning committee will meet Monday the 28th at 3 p.m. Mr. Laslo would also like to meet sometime on Monday; this will be the first sit down meeting since purchasing the dairy plant. They must redo their Speedy’s permit. The Mayor asked the Board of Trustees on their take of holding fireworks during the carnival. Trustee Gustin would like to know where, Mayor Warner states she spoke with the Fire Dept. about doing them at the industrial park. Trustee Watkins recommends the recreation field instead. After discussing the event hours, Mayor Warner suggests that a band may work better. Trustee Torrey asked who would be paying for the band and Mayor Warner states the village will cover it with money from Dutchland. Trustee Gustin agrees that a band would be better, Mayor Warner states they can set up right inside the pole barn. Chief Chafee agrees with the band inside, and to hold the concert on Saturday night. It is recommended to reach out to Midlife Crisis to play as they had to cancel their Boxing Hall of Fame concert. Deputy Clerk Treasurer Caitlin Farr will contact the band to see if they are available.

 **Administrator’s Comments.**

Village Administrator Jeremy Ryan states that he has been in contact with AYSO for the use of fields on Grago, he will have the completed agreement ready for the next meeting. Mr. Ryan notified the Board of Trustees that the elevator is out of service. TKE (elevator repair company) was in during business hours today but they were unable to fix the problem. The Village received a work order this afternoon to fix the issue; the issue is with the electronics that control the elevator. Mr. Ryan states that the town will cover half of the cost. There is no court until September 6th. The work order will require the Mayor to sign off on it. Trustee Haddad motioned for the Mayor to sign the work order and the motion was seconded by Trustee Watkins. Mr. Ryan reports that the culvert replacement project on Pleasant St. will begin on September 11th. National Grid will be here prior to the start of the project to cap off the gas lines. It is also noted that the DPW has reported issues with the rec. park restrooms. The restrooms have been unlocked and messy on multiple occasions, especially after little league and pop warner. Mr. Ryan has notified the rec. leader to find out why the restrooms are not being locked. It is stated that Gladd Security will be at the rec. park tomorrow (8/22/23) to begin installing cameras. Once completed, Gladd will install cameras at the DPW garage. The municipal pool closes on September 1st and then the lighting project will begin. Once the lighting project is complete, Gladd will return to install cameras at the pool. Mr. Ryan notified the Board of Trustees that there is a dead tree in Clark Park, it is noted that the DPW can take the tree down and that their should be funds available to replace it. Trustee Haddad asked if the town will share the expense and it is noted that it will be looked into.

**Trustee’s Comments.**

None.

Trustee Watkins motions to adjourn the meeting, seconded by Trustee Haddad. Meeting is adjourned at 8:03 p.m.

Respectfully submitted,

Caitlin M. Farr

Deputy Clerk/Treasurer