

VILLAGE OF CANASTOTA
MINUTES
January 6, 2025

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; Assistant Fire Chief Markus Labarbera; Mark Taylor; Aaron and Peggy LeClair

ABSENT: None.

Motion by Trustee Watkins, seconded by Trustee Haddad, to approve the following budget modification: Increase 16202.01 (Building Capital) by \$9,202.73. Passed 5 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, to approve a loan from the General Fund to the Capital Projects Fund in the amount of \$3,750.00 for payment of engineering expenses on the LWRP II Grant. **Discussion:** Trustee Watkins asked what this is for. The Mayor explained that it is for construction drawings for the LWRP Grant. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Torrey, to approve payment of the following abstracts:

- a. General Fund Abstract in the amount of \$94,064.21.
- b. Sewer Fund Abstract in the amount of \$31,655.41.
- c. Capital Fund Abstract in the amount of \$3,750.00.

Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, approving the following payments to AccuData from General Fund Account No. 16204.01.155 (Payroll Service): \$159.95 for payroll dated 12/18/24; \$159.95 for payroll dated 12/23/2024; \$792.20 for payroll dated 12/31/2024. **Discussion:** Clerk/Treasurer Williams advised that the 12/31/24 invoice is also for year-end paperwork. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, approving payments totaling \$1,811.76 from the General Fund to MBI for health insurance debit card transactions from November 1, 2024 - November 30, 2024. Passed 5 to 0.

Public Comments.

Mark Taylor asked if the Employee Handbook is complete or do we still have to discuss Section 805. The Board will meet at 5:30 on January 22, 2025. Clerk/Treasurer Williams will notice the meeting.

Motion by Trustee Haddad, seconded by Trustee Torrey, to declare the items on the attached list of electronic equipment as surplus and of no further use to the Village, and to authorize the sale of the Canon ImageRunner copier at auction and destruction/disposal of all other equipment listed. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Torrey, approving the attached Intermunicipal Agreement for Biosolids Disposal between the Village and Madison County and authorizing the Mayor to execute the same. **Discussion:** Trustee Watkins asked if this is into 2027 and they cannot make any changes to the tonnage. The Mayor noted that the attorney has reviewed the contract and we do have an out if we have another option for disposal. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving the request of Amy Barrett to use the Fire Department on Saturday, January 18, 2025, from noon - 6:00 p.m. for a birthday party. (Note: proof of insurance has been received.) Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, to approve the attached request from Douglas Chandler, President of the Canastota Volunteer Fire Company, to hold their annual fish fry fundraiser beginning on March 7, 2025, and continuing for seven weeks. Passed 5 to 0.

Discussion regarding disputed charges for sidewalk replacement at 106 Prospect Street.

Administrator Ryan explained that in March of 20, we received a request from Mr. Roberts at 120 Prospect Street to replace the sidewalk. The form did not specify which portion of the sidewalk - 4.5 years later, we were able to do it and he claims that Mr. Roberts only wanted one slab replaced and he complained that he did not want it all done. Mr. Ryan stated that the portion of the form which indicates the length of sidewalk to be replaced was blank. Administrator Ryan spoke with the Village Attorney who suggested that we credit Mr. Roberts for all but one slab. Trustee Watkins pulled up a picture of the sidewalk on his phone and noted that it looks to be not in compliance with our code. Administrator Ryan stated that he does not have any record of a violation from the Code Officer. The Board discussed how this happened and what we should do about it. The amount of the credit would be \$693.00. Trustee Watkins would like us to have some oversight to make sure that this does not happen again. Administrator Ryan noted that those procedures have been put into place. Trustee Haddad asked if we filled out the portion of the form that indicated how much. Administrator Ryan talked about the discussion between DPW Foreman Holdridge and the homeowner. The Board reviewed the forms.

Motion by Trustee Watkins, seconded by Trustee Haddad, to bill the homeowner the \$77.00 and credit the \$693.00. **Discussion:** Trustee Haddad would like to have the form modified. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Gustin, to order triplicate copies of the sidewalk replacement forms. **Discussion:** Trustee Haddad would like to know what it is going to cost. The Board discussed what to do with this. Passed 5 to 0.

Discussion regarding property located at 120 Barlow Street offered to the Village by Lou Zupan, Jr.

The Mayor explained that the property address might not be 120 Barlow Street and she described the location of the parcel. She explained that she spoke with Attorney Langey and he suggested that we engage an environmental company to do a Phase I environmental review. Mayor Warner advised that if Mr. Zupan gives us the property or if we buy it and something is found on the review, we would have to clean it up. The Mayor noted that we have to go into this property to get to the property behind this one that we own. Mayor Warner advised that she did speak with our attorney about this. The Board would like to know how much the study will cost before moving forward.

Correspondence.

None.

Administrator Comments.

Administrator Ryan advised that we have been continuing prep work on the new phone system. Trustee Watkins asked what the cost will be. Administrator Ryan is still waiting for the amount to come back from the County. Trustee Watkins asked why we are moving forward without getting a figure from the County. He noted that the Town of Cazenovia received a large bill from the County for IT services that was unexpected. Trustee Torrey asked if this is what the Town has and Administrator Ryan advised that we are piggybacking on the Town of Lenox contract with the County.

Administrator Ryan advised the Board that he has gotten two (2) quotes for repairs to the CV that was in the accident. One is significantly cheaper. Our mechanic, Jack Niles, is looking at the two (2) quotes. Administrator Ryan noted that there are two (2) companies that are doing the work on the truck. He also advised that the DPW put in about 15 hours of plowing each this weekend. Trustee Watkins asked if our MOU with the Town is still active if we get two (2) feet of snow. Mayor Warner advised that the Town is still helping us. Administrator Ryan will check on the expiration date of the Agreement. The Board discussed about what the Town has been helping with and if they can help us until we get the CV back. Administrator Ryan talked about the damage to a tree at 116 Stroud Street that happened when our guys did some tree work at that property. The peach tree was damaged and the homeowner would like it replaced. A replacement should be about \$100 or so.

Administrator Ryan advised that our insurance company came in and inspected our boilers here and at the treatment plant. The boiler in our building has a relief valve that is too small. The DPW is looking at a cost to repair it. The Mayor wanted to make sure that we share the cost with Town of Lenox.

The new cleaning company has started and things are going well.

The library would like to use the Rail Trail near James Street for a winter festival. They would like to do snow shoeing, snowman building, sledding. Administrator Ryan suggested that they not do the sledding. He also noted that that trail is a snowmobile trail and it could be dangerous for snowmobilers. Trustee Watkins suggested that the Lenox Rail Trail near the Skate Park would be a better location.

Administrator Ryan advised that the Rec Commission wanted to hold line dancing at the South Side School. The school will not allow the use if we are charging. Recreation is looking to move the class to the Fire House but Administrator Ryan noted that one date is not available. The Board talked about the school's policy and talked about other programs. Trustee Gustin asked Administrator Ryan to obtain a copy of this policy from the school.

Administrator Ryan noted that there is more junk at 110 Mill Street and the property owner has been cited and will be back in the court. Trustee Watkins believes that we should not discuss this at our meetings because it is in the court.

Administrator Ryan discussed with the Board the request from CEO Adsit regarding the 113 Barlow Street property that was damaged in the tornado. CEO Adsit would like to hire an independent inspector because he is concerned about the safety of the building. Administrator Ryan gave a copy of the letter to the Trustees. Mayor Warner advised that she spoke with CEO Adsit and he believes that it will cost less than \$500 for the report. The report will tell us if the property can be saved or if it should be condemned. The Mayor advised that the next door property has gotten permits and will begin making repairs. Trustee Watkins would like to do the next door property as well. The Board discussed what to do. The Board would like to ask CEO Adsit if he thinks that both properties should be done.

Administrator Ryan advised that there is a barricade on the north side of the Canal Street sidewalk. The Canal Corp came in to do some repairs and found a problem with the sidewalk on the bridge. The County came in to look at it also. They put up some supports and are waiting for better weather to make more repairs. There was discussion among the Town, County, Canal Corp and the Village as to who is responsible for the repair. The Mayor believes that it is a bridge which would make it the Town's responsibility. Administrator Ryan noted that there has been some decay at other points over the Canal on Rasbach Street, Lewis Street and now Canal Street. The Mayor talked about some

work that former Town Supervisor DiVeronica had done at other areas of the creek. Trustee Watkins believes that it is a bridge and it is the responsibility of the Town. Administrator Ryan advised that the County has been doing some of the work because they have the resources. The Mayor stated that there was a recommendation in the report that we establish a safe place in the road on Canal Street with Jersey barriers or something like that to keep the pedestrians safe and off the bridge. Administrator Ryan will work on that.

Mayor's Comments.

The Mayor asked the Board if they had the chance to look at the sidewalk on Stroud Street. Trustee Watkins asked if we had a cost on this yet. Mayor Warner advised that CEO Adsit is working on those numbers based on who has responded so far. The Board talked about what to do with the sidewalk.

Mayor Warner advised that we are waiting on the Comprehensive Plan draft.

The Mayor was asked about officially changing the name of Maple Avenue to Tony Graziano Way. Trustee Watkins noted that we had already decided not to do that. The Board talked about those previous discussions and what to do.

Mayor Warner talked about the loss of revenue from the County for the OIN properties. The Board discussed what the County does with the money that is received from the State and how it is shared with the schools, villages and towns. The Mayor talked about the Sewer Unit Charge that was discounted and that it should be paid in full.

The Mayor received a Court Audit request from Judge Finocchiaro. Clerk/Treasurer Williams noted that we are waiting for that report from the auditors.

Mayor Warner talked about the PCCMP and that it has been submitted but we have not heard back from the State yet.

The Erie Mill owner was issued emergency permits to make repairs.

Mayor Warner advised the Board that she went into the records room and did some cleaning and noted that there are some boxes that are ready for destruction. While in there, she found blueprints for the building and determined that there should be an electrical outlet in the records room. She located it and it needs to be repaired. Mayor Warner would like to make the repair and put a scanner and computer in the records room.

Mayor Warner talked about a meeting last week with the USDA to help fund the fire truck. The Town has indicated that they will entertain an amendment to the Fire Agreement to help with the cost of purchasing the truck. The Board reviewed the list of Fire District Rates that the Mayor compiled showing that the Town of Lenox Fire Rate is the cheapest in the County by far. Trustee Watkins noted that these rates are 2024 rates and some went up in 2025. The Board talked about the fire truck purchase and how we are going to fund the cost of the truck. Trustee Watkins is concerned about committing to pay for something now when we don't know what the Town will contribute or what the financing will cost. The Mayor advised that we spoke with the USDA, and right now, they don't know if there is money available until the budget is passed. The Mayor would also like to apply for a FEMA grant next year. The Village Board would like to have a decision made by January 16 when the quote for the fire truck runs out.

Mayor Warner noted that all grant reports are due this week and she will not be taking any meetings so that she can get them all done. She also noted that there is a cap of \$125,000 for the sewer separation project on State Street.

Mayor Warner talked about the status of the FEMA SCBA equipment grant and advised that all equipment has been received and is in service in Canastota. She is working on amendments. Aaron LeClair from the Lincoln Fire District talked about the paperwork that Lincoln is working on for the amendment to the grant. The Mayor will submit the amendments tomorrow. She talked about the purchasing of the items in the amendment and where they are being purchased from.

Mayor Warner will be meeting with EDR on Wednesday. On January 13, 2025, there will be a meeting with the Power Authority to see if the Canalway Grant can be used for any of the improvements.

The Mayor advised that the balance of the ARPA funds have been encumbered.

Mayor Warner talked about the Letech grant and advised the Board that it was accepted and the money has been received. Trustee Watkins believes that the Police Department does not have to spend the money on exactly what was on the application as long as it is listed in the scope of what was on the grant, it should be okay.

The Mayor has no update on Cana-l-stota, New York Forward, New York Swims or Canastota Dairy grants/projects.

Trustees Comments.

Trustees Gustin and Watkins are all set tonight.

Trustee Haddad would like to propose that we should have a letter of intent prepared and ready to go so that if something needs to happen with the fire truck, we are ready to go. The Board talked about the 30-day period and when it runs out. The Board also talked about a provision in the Contract that Doug Chandler said needs to be fixed. Assistant Chief Labarbera checked with Steve Dembrowski from Colden and he is not aware of anything that needs to be fixed but will check with Doug Chandler. It was noted that the quote is only good for 30 calendar days from December 13, 2024. The Board reviewed the contract and discussed the potential for a reduced cost if we can get the old motor. The Board talked about options and requesting an extension on the quote until the end of the month. The Board also talked about having a special meeting if we cannot get an extension. Mark Taylor asked the Board if they believed that we need a new fire truck. The Board members talked about whether they believed that they needed the truck. Mr. Taylor asked Administrator Ryan if he believes that we need a truck. Administrator Ryan stated that he is not a voting member of the Board. Mr. Taylor would like his opinion anyway. The Mayor talked about what the Town has paid to the Village in the past toward the fire truck purchases. Aaron LeClair talked about the historical cost of fire trucks and what we should be asking the Town of Lenox to contribute. The Mayor advised the Board that she cannot be here on Friday if we need a special meeting. Assistant Chief Labarbera will have an answer in the morning from Steve Dembrowski on the extension request. The Board talked about what to do with scheduling the special meeting. The Mayor advised that she spoke with Supervisor Pinard and he said the Town of Lenox would contribute toward the cost of the truck.

Trustee Torrey is good tonight.

Motion by Trustee Watkins, seconded by Trustee Torrey, to enter executive session regarding personnel at 8:43 p.m. Passed 5 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, to exit executive session at 9:40 p.m. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, to adjourn at 9:40 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams

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Clerk/Treasurer