

VILLAGE OF CANASTOTA
MINUTES
April 21, 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 and Trustee Lori Torrey, Village Administrator Jeremy Ryan; Fire Chief Lyle Chafee; Code Enforcement Officer Mike Adsit; DPW Foreman Doug Holdridge; Village Historian David Sadler; Dan Cunningham of CWT; Recreation Leader Cherie Bealer; Peggy LeClair and Frank Ilaqua.

ABSENT: Trustees Bill Haddad and Jeff Watkins.

Motion by Trustee Torrey, seconded by Trustee Gustin, to approve the following budget transfers: move \$220.92 from 36504.01 (Demolition of Unsafe Structure) to 11304.01 (Court Contractual); \$15.46 from 36504.01 (Demolition of Unsafe Structure) to 13254.01 (Administrator Contractual); \$5,331.91 from 36504.01 (Demolition of Unsafe Structure) to 14204.01 (Attorney); \$525.00 from 36504.01 (Demolition of Unsafe Structure) to 85104.01 (Beautification); \$411.18 from 36504.01 (Demolition of Unsafe Structure) to 90608.01 (Health Insurance) for a total of \$6,504.47 in transfers. Passed 3 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, to approve the following budget modification: Increase 85104.01 (Beautification) by \$2,050.00; increase 2705.01 (Gifts and Donations) by \$2,050.00 (Note: this is to accommodate the expense and revenue for the Pomeroy Foundation Canal/Abolition Historical Marker). Passed 3 to 0.

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

- a. General Fund Abstract in the amount of \$99,673.94;
- b. Sewer Fund Abstract in the amount of \$8,347.30.

Passed 3 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, approving the following payments to AccuData from General Fund Account No. 16204.01.155 (Payroll Service): \$161.28 for payroll dated 4/10/2025; \$157.60 for payroll dated 4/17/2025. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, approving a wire transfer sent to Chase Bank on April 15, 2025, in the amount of \$3,287.50 from General Fund Account 97107.01 (Interest on Debt Service) for interest owed on the 2019 Downtown Enhancement Bond. Passed 3 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, approving an ACH transfer to be made by USDA Rural Development on April 30, 2025, in the amount of \$765.00 from Sewer Fund Account

97107.02 (Interest on Debt Service) for interest owed on the 1998 Phase I Serial B Bond. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, approving an ACH transfer to be made by USDA Rural Development on April 30, 2025, in the amount of \$2,520.00 from Sewer Fund Account 97107.02 (Interest on Debt Service) for interest owed on the 1998 Phase I Serial A Bond. Passed 3 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, approving a wire transfer to be sent to Chase Bank on May 1, 2025, in the amount of \$30,279.76 from the Sewer Fund as follows: \$13,626.76 from Account 97107.02 (Interest on Debt Service) and \$16,653.00 from 97106.02 (Debt Service) for principal and interest owed on the 2024 Headworks Improvement Bond. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, approving the attached minutes of the April 7, 2025; April 14, 2025 and April 15, 2025 meetings. Passed 3 to 0.

Public Comments.

None.

Department Head Comments.

Chief Chafee reviewed his year end report. The Mayor asked the chief to talk about the air packs. Chief Chafee wants to surplus the old air packs. He advised the Board that there are two (2) departments that have contacted him. The Woodville Fire Department in Tallahassee, Florida need 5 bottles and would like us to donate them. Chief stated that the bottles have a little life left in them and our problem was that we could not find parts for them. Chief received a second request through Onondaga County about the Speedville Fire Department in Tompkins County. That department's air packs are old and they did not receive a grant. Chief Chafee said that we also have some turnout gear that we cannot use and he would like to donate that. Administrator Ryan asked how many air packs we have to be donated. Chief Chafee advised that we have 39 total. The department in Tallahassee would like 5 and Speedville would like 16 with 2 spares for parts plus our old turnout gear. Administrator Ryan asked if it was a fair statement that we would not make much on selling these because of their age. Chief Chafee thinks because of the age, we would not make much and he would just like to donate them. The Mayor read the letter from the Speedville Fire Company requesting the donation. Mayor Warner advised that she spoke with FEMA and read an email that she received regarding donating the air packs. Trustee Torrey asked if we would get an agreement from these departments that if something happens, we are not responsible. Trustee Gustin asked Chief Chafee if he is comfortable giving this equipment to these departments. Chief Chafee has no problem with donating them because these are small departments who do not respond to many calls.

Chief Chafee stated that the department would come up to pick up the equipment. Administrator Ryan will ask Attorney Langey to write something for them to sign waiving liability for the Village.

Motion by Trustee Gustin, seconded by Trustee Torrey, declaring the air packs and turnout gear of no further value to the Village, approving the donation of 5 air packs go to Tallahassee and 16 to Speedville, with 2 extra bottles for parts, along with the turnout gear, all conditioned on a letter of indemnification from the lawyer which the departments will have to sign. **Discussion:** The Mayor asked Chief Chafee if we can remove “Canastota” from the turnout gear and bottles. Chief Chafee stated that he cannot take it off the bottles as it is etched into the bottle. He can take it off the gear. Passed 3 to 0.

Code Enforcement Officer Adsit asked if there were any questions on his report. He has been out now that the weather is better. Railroad Street is getting an accumulation again. He will talk with Chief Barton about taking it one step further and declaring this a public nuisance. The Mayor asked what is involved. CEO Adsit believes that the Village Board will have to do something. He will look at it. CEO Adsit will send a notice to the property owner.

Recreation Leader Bealer gave an update on the numbers in her report. The Craft Fair numbers are growing more and more every year. The Easter Egg Hunt took place on Saturday and they had no rain during the event. There were 170 - 180 kids who showed up and 256 registered. Cherie asked how many people helped with the Canal Clean Up. Mayor Warner advised that there were 13 people for this event. Cherie reminded the Board that opening weekend for Little League is May 3 - 4. They are doing a clean up this weekend at 10 a.m. Cherie stated that they are still planning for Canastota and working on events. She advised that the Memorial Day Run will take place before the parade. Cherie talked about upcoming events planned and being planned.

DPW Foreman Holdridge reviewed the highlights on his report. His department will be doing a sewer tap on Wednesday. Tomorrow they are doing the Getmac west pump station. Brush and bags are keeping them busy. Doug advised that Jeff Church of the American Legion stopped in with the new Hometown Heroes banners. They will get together soon to decide where the banners are going and in what order. Doug and the Mayor talked about where they are going and what supplies we have and still need. Doug will let Jeff Church know what we need. Doug is hoping the banners will be going up before the end of the week.

Dan Cunningham reviewed his report for the Board. He noted that the 2 RAS pumps were delivered on March 26 and they want to start piping tomorrow. Dan talked about the measures that they have taken to try to prevent the false alarms on the overflows. The Mayor will work on the ARPA report this week. Dan has received an email from Empire Recycling regarding the new project.

David Sadler is looking forward to seeing the historical marker shipped by the end of June beginning of July so that it can be installed by the Canastota Celebration. David talked about the markers he has in the works for a property in Watertown. Mayor Warner asked DPW Foreman Holdridge if the marker comes in in time for Canastota, could his department get it installed before the celebration. They talked about the location of the marker. Dave is looking into some information regarding some roads in the Town of Lincoln. Friday is Historical Marker Cleaning Day.

Motion by Trustee Gustin, seconded by Trustee Torrey, approving the attached Request for the Use of a Village Facility from the Fire Department to allow Danielle Polisse-Gloska and Mark Polisse to use the Firemen's Field on July 5, 2025, from 9 a.m. - 5 p.m. for a graduation party. (Note: proof of insurance has been received.) Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, approving the attached request from Chief Barton for road closures for the following events: Little League Parade - May 3, 2025; Memorial Day Parade/Memorial Run - May 26, 2025; Fishing Derby - June 1, 2025; Nate Race 5K - June 7, 2025; BHOF Parade - June 8, 2025. **Discussion:** The Mayor asked what time the Little League parade was. Passed 3 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, approving a credit in the amount of \$237.25 against the sewer charges on the March 31, 2025, OCWA bill for property owned by Linda Baldwin and located at 107 Delano Avenue, Canastota, New York. (Note: The reason for the excess water consumption was due to a hot water tank leaking that has been corrected.) **Discussion:** Trustee Gustin asked Clerk/Treasurer Williams if this is the first time for this property. Clerk/Treasurer Williams confirmed that it was. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, appointing Sue Evans to the Zoning Board of Appeals for a 5-year term. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, approving a request from the Canastota Committee for the Board to set a fee of \$25 for vendors to participate in the Farmer's Market to be held on Thursday, July 24, 2025, from 5:00 - 8:00 p.m. on Canal Street between Souter and N. Peterboro Street. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, approving the attached State of New York Contract for Grants between the Village and the NYS Department of State regarding the LWRP Grant in the amount of \$127,536.00, and authorizing the Mayor to execute the same. Passed 3 to 0.

Discussion regarding sponsorships for Canastota event. Recreation Leader Bealer is seeking proper channels to get outside help from the community for this event since the Village cannot ask for donations. She is also asking about levels of sponsorship. Cherie talked about what they did last year. Trustee Gustin noted that they have talked with the Chamber of Commerce and will talk at the next meeting to determine the level of support. Trustee Torrey noted that her bank needs something in writing to participate. Trustee Gustin stated that the Chamber will determine the levels and amounts that are needed. The Mayor asked if we can print the sponsorship forms. Clerk/Treasurer Williams gave clarification on how the sponsorship would work. Community Partners would pay for something directly (i.e. music, bounce house, porta-potties) and they would be given credit for partnering/co-sponsoring the event with us. No money would come to the Village.

Motion by Trustee Torrey, seconded by Trustee Gustin, to make the following amendments to the Mayor's Tentative Budget for fiscal year 6/1/2025 - 5/31/2026:

- a. General Fund Appropriations: Increase 51102.01 (Street Maintenance Capital) by \$60,261.00 to \$60,261.00; increase 73101.01 (Recreation Personal Services) by \$2,000 to \$85,000.00; increase 75504.01 (Celebrations) by \$1,000.00 to \$7,000.00; increase 90308.01 (Social Security) by \$153.00 to \$106,938.51 for a total of \$63,414.00;
- b. General Fund Revenues: Increase 2003.01 (Misc. Recreation Revenue) by \$1,000 to \$5,000; increase 1001.01 (Property Taxes) by \$2.00 to \$2,100,749.00; increase 1081.01 (Payment in Lieu of Taxes) by \$.02 to \$17,863.86; increase 599.01 (Appropriated Fund Balance) by \$62,411.98 to \$105,411.98, for a total of \$63,414.00.

Passed 3 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, to adopt the 2025-2026 General Fund Budget with \$4,066,434.18, in appropriations, \$2,100,749.00 in taxes and \$1,965,685.18 in revenues with a tax rate of \$11.861844 per \$1,000 of assessed value. **Discussion:** The Mayor thanked the Board and Clerk/Treasurer Williams for all of their work on this budget. She noted that it was not an easy budget to get through, especially the sewer budget, adding that the sewer rate is not where we wanted it to be. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, to adopt the 2025-2026 Sewer Fund Budget with \$1,153,193.68 in appropriations, and \$1,153,193.68 in revenues with a sewer rate of \$7.94 per 1,000 gallons of water consumed and a Sewer Unit Charge of \$115.00 per unit. Passed 3 to 0.

Discussion regarding airpack donation. (This discussion was had during Department Head Comments.)

Correspondence.

- Letter from the American Legion regarding the Memorial Day Parade
- Letter from OneGroup regarding Governmental Insurance Disclosures
- Letter from DTCC regarding Payment without Presentation
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Administrator Comments.

Administrator Ryan advised that the Memorandum of Agreement from the PBA has been received and is being reviewed by the attorney. The CNY Children's Foundation received a donation of \$12,500 from National Grid which will be used to purchase a new lift chair for the pool which we hope to have installed prior to the pool opening in June. The Village Attorney has provided a time line for moving the Village elections to November, as requested by the Madison County Board of Elections. We will need to do a resolution in September and a public referendum in November. The Chamber is organizing a memorial bench dedication for Jim Caldwell on Tuesday, May 13 at 10:00 a.m. in front of the post office. The public is invited to attend. High school students will be touring the Village facilities after the dedication on the 13th. Administrator Ryan is working with Clerk/Treasurer Williams and Canastota Dairy to gather documents for the CDBG application.

Mayor's Comments.

The Mayor asked the Board for if there is anything they would like her to bring to our Federal representatives in Washington as she will be there next week - she asked them to text her any questions. The Mayor talked about the FEMA grant and how we are waiting for money from FEMA and how it has stalled progress on what Lincoln and Wampsville are ordering. The Mayor asked these departments if they wanted to put their money up front and wait for reimbursement from FEMA. Mayor Warner noted that we are still waiting on New York Forward - she talked with NYS Senator Joe Griffo who was going to make a phone call. The Mayor will follow up with Senator Griffo and Trustee Gustin will follow up with Assemblyman Brian Miller. Mayor Warner received a thank you note from the Community Prevention Collaborative of Madison County regarding the Village opting out of cannabis dispensaries. She also received a thank you note from Sheriff Todd Hood regarding the barricaded gunman incident on April 7, 2025. Mayor Warner advised the Board that Chief Barton provided lunch and breakfast out of his own pocket for everyone up there.

Trustees Comments.

Trustee Gustin has nothing tonight.
Trustee Torrey has nothing tonight.

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Frank Ilacqua asked about speaking. The Mayor noted that she asked if anyone wanted to speak during public comments earlier in the agenda but that she would give Mr. Ilacqua 3-4 minutes to address the Board. Mr. Ilacqua stated that he didn't realize that and 3-4 minutes was not enough time, adding that his lawyer will take care of this.

Motion by Trustee Torrey, seconded by Trustee Gustin, to adjourn at 7:59 p.m. Passed 3 to 0.

Respectfully submitted,

Catherine E. Williams

Catherine E. Williams
Clerk/Treasurer