

VILLAGE OF CANASTOTA
MINUTES
June 17, 2024

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

PRESENT: Mayor Rosanne Warner; Trustees Jeff Watkins, Bill Haddad and Lori Torrey; Police Chief Sean Barton; Fire Chief Lyle Chafee; Recreation Leader Cherie Bealer; Recreation Board President Rachel Russo; Mark Taylor; Sarah Murdie, Executive Director of Wanderer's Rest; Dustin Murdie and Bruce Burke of PAC 99.

ABSENT: Deputy Mayor Doug Gustin and Village Administrator Jeremy Ryan.

Motion by Trustee Watkins, seconded by Trustee Haddad, to approve the attached minutes of the previous meeting. **Discussion:** Trustee Watkins advised that it was Thomas Congden in attendance, not Stan Congden. Clerk/Treasurer Williams will make the correction. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, approving the following budget transfers in the 2023-2024 General Fund Budget: move \$7,050.00 from 13204.01 (Independent Auditing), \$1,339.24 from 14104.01 (Village Clerk Contractual), \$733.58 from 19904.01 (Contingency), \$8,000.00 from 69884.01 (Economic Development), \$10,622.38 from 71104.01 (Parks Contractual), \$9,499.76 from 73101.01 (Youth Program P/S), \$614.53 from 90308.01 (Social Security), \$9,634.80 from 90408.01 (Worker's Compensation), \$4,980.61 (Health Insurance) to the following: \$373.68 to 11301.01 (Court P/S), \$59.87 to 12104.01 (Mayor Contractual), \$.02 to 14101.01 (Village Clerk P/S), \$1,150.00 to 14204.01 (Attorney), \$2,417.96 to 16204.01 (Building Contractual), \$6,293.41 to 31201.01 (Police P/S), \$372.30 to 39891.01 (Code Enforcement P/S), \$260.18 to 50101.01 (Street P/S), \$5,974.65 to 51824.01 (Street Lighting), \$26,726.43 to 81604.01 (Refuse Contractual), \$8,846.40 (P&F Retirement) for a total of \$51,275.90 in transfers. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Watkins, approving the following budget transfers in the 2023-2024 Sewer Fund Budget: move \$7,775.60 from 90608.02 (Health Insurance) to 81304.02 (Treatment Plant Contractual); \$2,292.54 from 19904.02 (Contingency) to 81304.02 (Treatment Plant Contractual); \$732.83 from 81201.02 (Sanitary Sewer P/S) to 81304.02 (Treatment Plant Contractual); \$.10 from 81201.02 (Sanitary Sewer P/S) to 97107.02 (Interest on Debt Service). Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, to approve the attached May 31, 2024, General Fund Abstract in the amount of \$125,047.91. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Watkins, to approve the attached May 31, 2024, Sewer Fund Abstract in the amount of \$29,143.75. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, to approve the attached June 17, 2024, General Fund Abstract in the amount of \$46,389.94. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, to approve the attached June 17, 2024, Sewer Fund Abstract in the amount of \$113.32. Passed 4 to 0.

Public Comments.

Sarah Murdie stated that she is here because she was under the impression that something was going to be reviewed for a special use permit. Mayor Warner explained that the property in question is in the Industrial A zone in the back corner and would require a change in the uses allowed. The Mayor asked if the Board would be willing to change the zoning back to allow community uses with a Special Use Permit. The Board discussed the possibility for the purchase and sale of the property. Mrs. Murdie asked how long the process would take. Mayor Warner advised that before the meeting, Mrs. Murdie expressed interest in another parcel in the Park. This will require some more discussion and is part of the New York Forward Application.

The Board spoke with Mark Taylor about a park that was previously planned between the Business Park and Belleview Drive. The boundary of the New York Forward Application was discussed. The Mayor invited Mrs. Murdie to talk about the lot in the corner if she didn't want to wait for New York Forward open call. Trustee Watkins suggested they put in a purchase offer for the corner lot with a contingency for a zone change. The Board discussed other options in the Park. The Mayor and Mrs. Murdie discussed what would be needed from the Village and what Wanderer's Rest would need. The length of the road to access the property was discussed. The Mayor and Trustee Watkins looked at the property on picometre. Trustee Haddad suggested that they put an offer in with all their wants and needs and then the Board could consider the offer. Code Enforcement Officer Adsit asked if it would be a road or driveway. Trustee Watkins stated that it would be a driveway. Mrs. Murdie noted that the cost to clear, grade and put in utilities on the back lot would be \$200,000.00. She asked about the cost of the other lot. The Board would like to see the Purchase Offer containing what Wanderer's Rest wants to do. Mrs. Murdie is looking for Board support. The Board is hesitant to commit without seeing something from Wanderer's Rest. The Mayor noted that when they were looking at the lot, she did not hear any dog bark and they were very close to Wanderer's Rest's current location. Administrator Ryan offered to help Mrs. Murdie with questions when she is putting the proposal together.

Department Heads.

Chief Barton asked the Board if they received his numbers. He is looking forward to school ending. Chief Barton acknowledged all of the agencies that helped last weekend for Boxing Hall of Fame. Chief also thanked Officer Boyson for bringing help from BOCES - 30 kids. The Mayor asked if the truck is 202. Chief stated that the numbers for May are the old truck and also noted that the new truck is running well - no issues. Recreation Leader Cherie Bealer asked Chief Barton about the AEDs. Chief is still looking and advised that what he received was just for police departments. Administrator Ryan advised that he spoke with Chief Barton last week and they will be coordinating with our departments and also other agencies. Cherie Bealer and Chief Barton talked about

accessibility for a device. Trustee Haddad stated that New York State Law says that you have a plan, not necessarily a device.

Chief Chafee stated that he brought a letter from the Company on the mailers and asked about the status. Mayor Warner thought that it is being worked on and she is waiting on some questions. The Mayor noted that the plan is the same as in last year's letters and asked if the Fire Company is using the money for the same thing this year. Chief Chafee asked permission for the Fire Company to do a boot drive on Route 13. Chief Barton noted that it is a state highway and a permit is needed. Chief Chafee noted that other departments located on Route 13 have done this. Mayor Warner will help with the DOT application if the Company will give her a date. Administrator Ryan noted that he has contacts at the State and he would reach out. Chief Chafee plans to borrow signs from another department. They want to do it on a day in July from noon to 2:00 p.m. The Mayor talked about what would be needed for the Fire Company to put in the application with DOT. Chief Chafee advised the Board that they have been looking at a lot of trucks - they think they have narrowed it down to a specific manufacturer and they are all in the same ball-park for price and time - 2-3 years. The Mayor asked if the application has been started by Doug Chandler. She talked about FEMA's requirement that the truck being replaced must be 30 years old and by combining two (2) trucks into the new one, we might have a better chance of getting approved. The Mayor noted that she spoke with the Town at a joint meeting and they did not seem opposed to helping with the payments.

Code Officer Adsit asked if anyone had questions on his report. He noted that he is having trouble getting people to comply and he has been taking people to court. The judge has been fining people between \$1,000 and \$1,500 recently. CEO Adsit stated that the judge is writing two (2) orders for junk vehicles. Trustee Haddad asked if he was given information regarding the parking on the corner of James Street. CEO Adsit advised that he has spoken with the owner about the parking and the signs. He talked about moving the no parking sign to the other side of the hydrant. The DPW is working on it. CEO Adsit asked about the sidewalks on James Street. Mayor Warner advised that they are looking at it. CEO Adsit asked who was paying for it because the sidewalk on the other side of the street was decommissioned. The Mayor stated that the property owner would be responsible. Mayor Warner talked about trees on the west side of Stroud Street that were taken out by the property owner and now we can let people know about the sidewalk that needs to be replaced. Trustee Watkins noted that we need to do the whole Village and not just pick things in different areas. The Board discussed some areas that need attention. The Mayor thinks that we need to put together a plan but we need to do the worst ones first. She talked about how making a plan could provide residents with time to prepare and save up the money. The cost per square foot for replacing the sidewalk was discussed. CEO Adsit talked about a machine that he is looking to purchase that automates the sidewalk replacement process by taking out the sidewalk and putting down the concrete in one process. The Mayor asked if anyone wanted to work with CEO Adsit on the conditions. Trustee Torrey would be willing to work with him. CEO Adsit believes that a list may already exist.

Recreation Leader Bealer read her report. The Rec Board would like to do more art programs. They are hoping that the June Book Walk gets more participation. Pickelball will start next week instead of this week because of the heat today. It was split into two (2) sessions because of the amount of people that signed up. Rec had a table at the Fishing Derby - it was successful. Chalk the Walk will begin next week. Rec will hold registrations for summer sports sessions, too. There will be games for the kids to play. Cherie reported that they are needing businesses for Cana-l-stota and she wants more people to sign up for Taste of Lenox. The pool opened last week and lesson signups are next week. Cherie talked about some of the things that Rec is working on. The Mayor asked for details regarding the archery program. Cherie noted that they have everything mostly set up, but they need to work on agreements for off-premises events. Trustee Watkins asked about the status of the concerts. Clerk/Treasurer Williams explained that we have them and they will be on the agenda for the next meeting. Mark Taylor asked about the cost to rent the Boxing Hall of Fame. There is no cost. Trustee Torrey noted that the Rec Board did a good job. The Mayor appreciates their work and all of the programs that we have now. Trustee Watkins noted that there were 4 teams for the closing ceremonies on Saturday at the Rec Park.

Motion by Trustee Watkins, seconded by Trustee Torrey, to approve a request from the Recreation Commission to hold Sunrise Yoga on Sunday mornings in July (July 7, 14, 21, 28) at 6:00 a.m. at the Wampsville Firemen's Field. A minimum of 4 participants for each session is required. The cost to participants is \$15 per class or \$50 for the complete program. The cost for the instructor is \$40 per class. Pre-registration and payment are required by July 5; however, if the minimum participation is reached for any session on or before July 5, walk-ins will be welcomed. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, to approve the attached Change Order #003 in the amount of \$866.00 for MEID, LLC to install 2 additional sound diffusers in the Conference Room. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Torrey to amend the motion regarding part time Holiday Pay Rate to note that it is for part-time Police Officers. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, approving the attached Resolution setting the part-time Police Officer Holiday Pay Rate at \$36.00/hour for regular hours worked on holidays. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving the attached Resolution calling for a Public Hearing on the Community Development Block Grant Planning Application to support Canastota Dairy Producers' to be held on July 15, 2024, at 7:15 p.m. Passed 4 to 0.

Review of proposed Post-Issuance Tax Compliance Policies and Procedures for Tax-Exempt Bond Obligations. This will be adopted at our next meeting. Clerk/Treasurer Williams explained that this was from bond counsel in response to a request regarding our EFC bonds. The Board will address this at a later meeting.

Motion by Trustee Watkins, seconded by Trustee Haddad, approving payments totaling \$2,918.16 from the General Fund to MBI for health insurance debit card transactions from May 1, 2024 - May 31, 2024. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Watkins, authorizing the Mayor to execute the attached New York State Canal Corporation Canal Permit Application Affirmation/Certification for the events to take place during Cana-L-stota on July 20, 2024. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, amending the next motion to note that 450 feet of rope is being donated. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, authorizing the Mayor to execute the attached Personal Property Transfer Agreement with the New York State Canal Corporation accepting their donation of 450 feet of rope for use at the Spencer Street Park. **Discussion:** Trustee Haddad asked if we had to track this. The Mayor advised that we do not. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, approving the attached Resolution enacting Village of Canastota Local Law 7 of 2024, a Local Law Amending Article XIA of Chapter 230 of the Code of Incorporated Village of Canastota Regarding Multifamily Dwelling Units. (Note: the GML was returned by the County for Local Determination. A roll call vote is required.) Trustee Haddad - aye; Trustee Watkins - aye; Trustee Torrey - Aye; Mayor Warner - Aye. Passed 4 to 0.

Correspondence.

- Canal Town request for the museum money breakdown.
- Letter from Plumley Engineering.
- Excellus regarding COBRA issues and rate increase of +13%.

Administrator's Comments.

The new carnival company is Ontario and the festival will be September 12 - 14, 2024. A draft contract has been sent to them and we are awaiting to hear back. Administrator Ryan reached out to Marge Morgan, the Pool Director, to see if the pool could be opened all day. He is waiting to hear back from her. The Village pool is listed by the County as an official cooling location. Administrator Ryan also worked with the DPW regarding the gates and fences at the pool. There

has been extensive damage to the playground area. The chainlink fence and the black gates to the fence were damaged - we need to find something more durable because the chain link does not hold up well under the abuse. Trustee Torrey asked if we can see it on our cameras. Administrator Ryan advised that we can after the fact and the police can track the people down. Trustee Torrey asked if we can make them pay for the damage. Administrator Ryan advised that we can talk to the Judge. He advised that we put up signs notifying people of the penalty. The Board talked about how to get restitution. Administrator Ryan reported that we are in the open call period for the NY Forward project - this is week 2 of 6 and the applications are due by July 21. The Mayor would like to go door to door. The next NY Forward meeting is July 30, 2024. Administrator Ryan was advised by DPW Foreman Doug Holdridge that we are missing some more street signs. Corcraft does not make the same signs anymore. The Board talked about options for other companies to purchase signs that match ours. We will need to replace a pump in the heat pump. The cost will be about \$4,000.00. Our DPW will make the replacement. The cost for another company to do the work would be \$8,000.00. The bridge painting will happen in August. The paving project in late July. Administrator Ryan reported issues at headworks on Friday. The bar screen failed - something got caught and 1500 gallons were bypassed into the creek. A report with the DEC was sent. The bar screen is about 13-14 years old. Administrator Ryan explained how it works. The rakes will need to be put back into alignment. We are calling companies for estimates and Dan Cunningham is coming in tomorrow. The DPW is having to check it two (2) times a day. We will have overtime as a result. Grease was part of the problem. Administrator Ryan talked about the process of having companies come in to take a look and give us a price. Trustee Torrey asked if we are getting a fine. The Mayor does not believe that we are. It was a very small spill. Mayor Warner advised that we will need to use the ARPA money to make the repair and adjust what we are going to use for the money and adjust the list. Administrator Ryan also noted that the alarm system and ventilation system is not working and we have someone coming in to look at that. The Board noted that it is under warranty. Mayor Warner advised that she spoke with Tim O'Hara and he was going to talk to the company that installed it because it is under warranty.

Mayor's Comments.

The Mayor spoke about the EDR contract - she explained what the \$120,000 was. The Mayor met with Maria Garcia from the Department of State and she spoke about the items that she asked to be included. She also asked if the Clerk/Treasurer time would be included. The Mayor asked about something that was in this contract that was also in Phase I so it cannot be duplicated. The Mayor explained how the process will work - EDR would do everything including all surveying, documents, permits, research, etc. Mayor Warner took a FOIL training a couple of weeks ago. She spoke about the attorney that did the class. He recommends that when we get FOIL requests, we put them on the website so people can go to the website and we won't have to do it again. He said having this available saves a lot of time for the people in the office and the more information that we put on the website, the less requests we will get. This attorney actually serves the requests. The Mayor met

with Amanda Douglass from the Chamber and Amanda talked about what they are proposing for a new dues structure and getting the Chamber members more involved in the Hall of Fame weekend, doing a map and coupon offers for the weekend. The Mayor noted that when they had the NY Forward meeting on the Thursday of Boxing Hall of Fame weekend, there were people walking around downtown. Grace Rapasadi thanked the Village Board after the weekend and she thanked the Board for all of their help. The Mayor asked if we can sit down and figure out how to get more community participation on that weekend. Mayor Warner talked about the ticket giveaway that the Village did and she liked it. Trustee Torrey noted that 15 minutes after the parade was done, the streets were bare and everything was cleaned up.

Trustees Comments.

Trustee Watkins has proposed a new fee schedule and is looking for responses from the Board. Trustee Haddad asked for criteria for who is going to be affected by the fees. Trustee Watkins thought that this was going to be a Board discussion.

Trustee Haddad asked about the County's alternate phone request. He asked if we are still working on the IT. Administrator Ryan confirmed that we are and stated that he sent the County information and he is waiting for him to get back to us.

Trustee Torrey has nothing tonight.

Trustee Warner asked if Meid has been back and Administrator Ryan noted that they were back today.

Discussion and review regarding Appeal received on June 12, 2024, from Jim Redd, relative to a finding of no responsive documents to Mr. Redd's FOIL request of May 30, 2024, for access to "records related to any disciplinary actions, complaints, investigations, findings, and outcomes pertaining to Cathi Williams and Sean Barton" and issuance of a determination said Appeal.

The Mayor gave the Board the background on the FOIL request. She advised that a notice of appeal was received - the notice was read out loud. The Mayor advised that the request was made and that he was looking for disciplinary records that were by email, phone and/or any other contact information. The Mayor reviewed the files and she looked at the hard drive. Mayor Warner noted that she tried to keep Clerk/Treasurer Williams and Chief Barton out of it. Caitlin Farr has responded as Acting Records Officer to keep Clerk/Treasurer Williams out of it. The Mayor noted that Clerk/Treasurer Williams' contact information is on the letterhead that was used to send the response. Chief Barton's information was not there. The Mayor noted that we did not deny any request as there were no records. The Mayor asked the Board to determine that there was an error that the contact information was not given.

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Motion by Trustee Haddad, seconded by Trustee Watkins, to accept Mr. Redd's appeal and with that appeal that we provide him the contact information for the email, phone and other contact information for Sean Barton and Cathi Williams. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Torrey, to adjourn at 8:37 p.m. Passed 4 to 0.

Respectfully submitted,

Catherine E. Williams

Catherine E. Williams
Clerk/Treasurer