

VILLAGE OF CANASTOTA  
MINUTES  
July 15, 2024

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

PRESENT: Mayor Rosanne Warner; Trustees Lori Torrey and Bill Haddad; Village Administrator Jeremy Ryan; Recreation Leader Cherie Bealer; Village Historian David Sadler; Fire Chief Lyle Chafee; Code Enforcement Officer Michael Adsit; Police Chief Sean Barton; Canastota Fire Company President Douglas Chandler; Dan Cunningham of CWT; Steve Miller, Andy Glasgow and Chuck Bell from Canastota Dairy; Residents Debra Golden and Mark Taylor; and Bruce Burke of PAC 99.

ABSENT: Trustee Jeffrey Watkins and Deputy Mayor Douglas Gustin.

Motion by Trustee Torrey, seconded by Trustee Haddad, approving the following budget amendments to accommodate the 2023-2024 Encumbrance Carryovers into the 2024-2025 budget: Increase 16202.01 by \$57,031.99; increase 31204.01 by \$1,017.25; increase 34104.01 by \$269.59; increase 51104.01 by \$894.01; increase 51424.01 by \$14,716.65; increase 73104.01 by \$176.24; increase 80104.01 by \$85.00; increase 71104.01 by \$214.99; increase 85104.01 by \$29.99; increase 78104.01 by \$2,340.00 for a total of \$76,775.71 in Encumbrance Carryovers in the General Fund. Passed 3 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving the following budget amendments to accommodate the 2023-2024 Encumbrance Carryovers into the 2024-2025 budget: Increase 81304.02 by \$15,719.29 for a total of \$15,719.29 in Encumbrance Carryovers in the Sewer Fund. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, to approve the attached General Fund Abstract in the amount of \$70,971.56. Passed 3 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, to approve the attached Sewer Fund Abstract in the amount of \$31,879.13. Passed 3 to 0.

**Public Comments.**

None

**Department Heads.**

Village Historian David Sadler reported that he is still working on historical markers.

Recreation Leader Cherie Bealer read her report for the Board. The Rec Board would like to have more ASL classes. Pickle Ball is going well - people are buying their own paddles. Swim sign ups this weekend. The Summer Concerts are underway. Cana-l-stota is this weekend. They are looking for judges for riggies. The Book Walk is continuing and the Summer Sport Clinics have started. Sunset Yoga - they want to use the pond on Port Street on Wednesday nights in August - same cost as Sunrise Yoga. The Mayor noted that people need to be careful up near the pond and the Chief noted that it could be rough terrain. The Board talked about the best location to hold the class and where to park. Cherie advised that they are thinking about moving the softball league to Friday nights. Pop Warner has practice scheduled on Thursdays and they suggested that the league play softball on Friday night. Cherie and the Board talked about moving the softball night to Friday and possibly having trouble getting teams. The Board suggested that they advertise for Friday and come back to the Board if they have trouble getting teams.

Motion by Trustee Haddad, seconded by Trustee Torrey that we move Co-ed Softball from Thursday nights to Friday nights effective in August. Passed 3 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, to do Sunset Yoga at \$15 a participant at the Canastota Industrial Park pond starting Wednesday nights in August. Passed 3 to 0.

Chief Barton advised that all is good. Administrator Ryan will share good news under his comments. The Board reviewed the Police Department report with Chief Barton.

Department Head comments were suspended at 7:15 p.m. to open the Public Hearing.

**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.**

Mayor Warner opened the Public Hearing at 7:15 p.m. and read the Notice of Public Hearing out loud. The Mayor asked if we received any public comments. Administrator Ryan advised that we did not. Chuck Bell, a consultant who has previously worked with the IDA, introduced himself to the Board. He explained the CDBG program and where the funds come from. Mr. Bell discussed what the funds can be used for and what the goal of the project must be. The economically underprivileged must be helped as part of the project. The Mayor asked if they are still applying for the same equipment that was talked about before. Mr. Bell noted that they are. The Mayor asked if they had a total for the application. Mr. Bell advised that they are still working on it and making adjustments because of the recent hires they have made. The Mayor advised that the Village has been advised by the Department of State to put in a CDBG application for funding on some of our projects. Mr. Bell noted that they are going for about \$500,000. Dan Cunningham of Clean Water Management asked if they will be changing the waste stream. Steve Miller advised that it should not change. Debra Golden noted that the smell has improved. Administrator Ryan asked Andy Lazlo

and Steve Miller to give an overview of the project. Mr. Glasgow advised the Board that the plant is not in bad shape but the equipment is in need of replacement. He talked about the equipment that is needed and the problems that they are having processing different products right now with the equipment that they have. The new equipment will allow them to run shifts 7 days a week instead of 2 days a week. He talked about being able to hire and train more people to run the equipment, new shifts and being able to service more producers. He also noted that the waste will be more consistent. Mr. Glasgow spoke about the goal of hiring more people. They are also in need of tanks for storage. He stated that this is all local and distributed locally in New York State. The Mayor asked about the buy-American standard and the equipment that is being purchased. She believes that waivers can be requested if needed. Mr. Glasgow noted that it will be stainless steel, food grade and the company that makes it is in western New York. Trustee Torrey asked about the investment, the grant requested and if it is reimbursement based. Mr. Glasgow advised that they are looking at 40% grant. They are working on the quotes which change and update monthly. Mr. Bell advised that the grant could be up to \$750,000 but they do not need that much. Administrator Ryan asked about the next steps. Mr. Bell advised the Board that at the next meeting if the Board wanted to move forward we would do a resolution in support of the project. The Mayor asked if the documents would be filed here before the approval. Mr. Bell talked about the process and options. He noted that there are costs built into the grant for the Village for administration of the grant. Mr. Bell also stated that these funds do not get used for economic development as much as they should and he thinks this is a great idea. Motion by Trustee Haddad, seconded by Trustee Torrey, to close the public hearing at 7:34 p.m. Passed 3 to 0.

#### **Department Head Comments resumed at 7:34 p.m.**

Administrator Ryan advised that he prepared a press release today noting that the Police Department arrested the 4 individuals for the flower vandalism and 9/11 Park vandalism. There was \$3,000 worth of damage between both incidents. Administrator Ryan publicly commended the Police Department for their work finding and arresting these individuals. Chief Barton noted that he has spoken in the past about some of the problems that we have been having at the pool and park with the kids. The Chief would like to look at these problems on a base by case basis and noted that maybe we can kick the kids out for a couple of days instead of throwing them out for the whole summer. He suggested the age for dropping off kids could be changed or making the parents come with the kids. The Mayor would like it to be a case by case basis rather than punish the kids that are not a problem. Chief stated that with all of the damage, depending on when it gets reported, the camera might not have the footage. The Board spoke with the Chief about putting together a schedule for reviewing the footage to look for damage. He noted that the signs aren't doing anything. Chief Barton suggested that parents need to have someone come with the kids instead of dropping them off and leaving them at the park or pool. The Mayor believes that kids do get dropped off and that is what it is for. The Board and Police Chief discussed the process of banning kids from the property. The Board will reach out to the Village attorney to ask how we can ban

people from using facilities. The Board just wants to make sure that we can do this. They also talked about parent supervision being required. Cherie Bealer suggested under 15 as the 13 and 14 year olds seems to be the ones who are causing the problems. The Mayor does not know if that age will work. Trustee Haddad talked about reducing the curfew. Chief Barton stated that if the PD does not get a call, they don't know what is happening - they can drive by and ask the kids to leave. He would like to take something away from them that they want. The Mayor thinks that if there are 15 and 16 year olds hanging out in the park, that could be suspicious. The Mayor asked about signage regarding the park closing at dark. Trustee Haddad commented that every day all of our properties should be surveyed to see if they look different than they did yesterday. Chief Barton believes that since we put in the cameras, we have seen a lot less. The Board talked with Chief Barton about when the checks happen and who should do them. It is hard to check on a schedule because of the number of calls that they receive that interrupt them. The Board discussed the problem areas in the Village. Mayor Warner suggested having the Police Department check on one day and DPW on another day. Chief Barton noted that they will do their best to check it everyday. Chief Chafee stated that there are the same kids that are causing problems at other places. Deb Golden talked about the problems that she has with the kids and how she handles those problems. Chief Barton noted that the problems are generational. Cherie Bealer would like to bring pride back in the community and would like to have the kids as volunteers. Chief Barton advised that we have had a lot more damage this year than in prior years. The Board and Chief Barton talked about parents who are responsive and those who are not. They all talked about the process of dealing with the juveniles and what happens before you can send them away. Chief noted that every community is having the same problems. The Mayor asked the Board what do so - she suggested asking for public input.

Dan Cunningham reviewed his report for the Board. He noted that we were under our 2,000,000 gallons per day. Dan talked about the pictures that are on his report. He noted that since the UV came on line, they have had to change weirs twice a year but believes that they can just keep it going through the UV without the pumps. He talked about calibrating the meters and thinks that we can just use the one. Trustee Haddad asked about the processing of pulling out the bulbs and storing them - he is concerned about damage. Dan Cunningham talked about the reason for taking the bulbs out every year. Code Enforcement Officer Adsit noted that he asked Isaiah Collins if the percentage going in and the percentage going out was actually metered. Dan advised that the results are very minimum after disinfection.

CEO Adsit asked the Board if they received his report. He has a few more places to get done. Mike advised that the Court System has been very good to us. The fines are high and when people don't show up, the judge is issuing a court order to abate. Mayor Warner noted that if we have to go to Court, even if there are good fines, it costs us money to have our attorney handle this. CEO Adsit talked about the area on Ravine and First Street that the homeowner is doing a project for Cornell. The property will be mowed on Saturday. CEO Adsit suggested that she could work with the

Village. Mr. Adsit noted that Mahoney has cleaned out the ditch. He talked about putting a pipe in that ditch. Trustee Haddad asked if they were supposed to put a pipe in when the subdivision happened. CEO Adsit advised that the ditch is the developer's responsibility. He also advised that 3 of the properties are sold and this ends Phase I. The properties in the back will be Phase II. The Mayor noted that Habitat for Humanity was in regarding the property they own on Rosewood. The Mayor had a preliminary conversation with them and they talked about what is being planned. The Mayor talked about her conversation with the representative. She asked them if they could think about the future leaving room for a garage on the parcels in the future. Mayor Warner wanted to know if this development would go toward the 1% growth that the State is requiring? CEO Adsit believes that the townhouses would count. The Mayor noted that that is 4 of the 13 that we are required to have. Trustee Haddad thanked CEO Adsit for his report.

Chief Chafee noted that last week they had training for the new air packs. The air packs have been distributed to each Department. He noted that the new air packs are similar to what we have had for 20 years. Chief Chafee asked where we are with the new truck. The Mayor told him that the next step would be to apply for a grant. The Mayor would like information from the Fire Department about what they want - we need to know what they are looking at. The Mayor and Doug Chandler talked about what FEMA grants are giving now. He believes that some part of the cost of the truck will have to be bonded with or without a grant. Mr. Chandler stated that with a grant, the cost above the grant will be bonded and if we do not get a grant, everything will be bonded. He suggests that the Village tell the Fire Department to approach a manufacturer and get a price. The Mayor believes that we did that already. Mayor Warner stated that the Fire Department needs to tell us what they want. Trustee Haddad thought that we had authorized the Fire Department to go out and spec a truck and let us know. The Mayor noted that the truck will have to be something on a State bid or will be able to be bid out. The sources for competitive bids were discussed. The process of using HGAC and Sourcewell was discussed. The Fire Department will come in with specs and the Mayor advised that if we can find a truck on the bidding sites, we will have a spec trail. Doug Chandler believes that the FEMA grant will come out in January or February. Chief Chafee noted that they have two (2) trucks now that they cannot find parts for. He is concerned that with a four-year wait, they could have problems with the trucks. Doug Chandler stated that we need to build in the age of the trucks when the new truck will be ready into the application to meet the 30-year requirement with FEMA. Trustee Haddad asked if they needed to have a new build or can the Fire Department buy a demo. Doug Chandler stated that it will be a basic unit with maybe one fancy thing. He also stated that after covid, most truck demos were bought up. Chief Chafee advised the Board that we build our trucks out of steel and that the truck will need to be able to carry what two (2) trucks carry now and with the aluminum construction of most trucks now, they won't be able to handle the weight. Chief Chafee also stated that they are getting a spec together and they are working to get a rescue pumper.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving payments totaling \$3,670.87 from the General Fund to MBI for health insurance debit card transactions from June 1, 2024 - June 30, 2024. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, approving the attached Request for the Use of a Village Facility from Aaron and Bonnie Starkey for use of the Firemen's Pole Barn on August 18, 2024, for a benefit. (The required insurance certificate has been received.) **Discussion:** The Mayor asked if this has been approved by the Fire Company. Chief Chafee indicated that it was. Passed 3 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving the attached IT Support Services Agreement between Patrick Fowler, d/b/a Silver City Technology and the Village in the amount of \$1,850.00 covering period July 1, 2024 - May 31, 2025, for Information Technology Services as shown on Schedule A of said Agreement, and authorizing the Mayor to execute the same. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, approving the attached Contract Modification Form from the New York State Department of State regarding the 2019 EPF LWRP Contract No. C1001635 and authorizing the Mayor to execute the same. **Discussion:** The Mayor advised that Attorney John Langey asked her to send over the original contract to compare. The Mayor talked with Sam Gordon who wants a meeting to get set up. Passed 3 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, accepting the attached resignation of Debra Ford from the Canastota Housing Authority effective July 10, 2024. **Discussion:** The Mayor advised that last year Debbie stated that she would stick around for a year, and she did. The Mayor asked for suggestions for a replacement. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, accepting the attached resignation of Anthony Rapasadi from his position as an MEO with the Village DPW effective July 22, 2024. **Discussion:** The Mayor thanked Anthony for the time he spent here. Trustee Torrey asked if we are replacing him. The Board talked about the process for posting the position prior to advertising. Passed 3 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving the attached Rental Contract from Ralston Supply Center, Inc., in the amount of \$241.78 for rental of a 4 Dual Burner Propane Stoves, 4 propane tanks on July 20, 2024, and authorizing the Mayor to execute the same. (Note: this is an amendment to the Rental contract previously approved by the Board on July 1, 2024.) **Discussion:** Trustee Haddad asked what happened. Cherie Bealer explained why they needed this equipment. Passed 3 to 0.

**Discussion regarding Village-owned property in the business park.**

The Mayor talked about the proposal from Rick Myers to subdivide the property on Madison and Technology that is under consideration from Wanderers' Rest. The Mayor noted that this would give us a driveway that is 60 feet if we ever need to put in a road. The Mayor recommends that we do this just in case adjoining properties come up for sale. The cost would be between \$2,400 - \$2,500 to figure out what that 60-foot right of way would be. Mayor Warner believes that the entire property will be surveyed and the parcel would be subdivided. The Board discussed what they should do. They believe that this is something that we need to do. The Mayor spoke with Debra Golden about why we are doing this and what we will need it for in the future. Mark Taylor asked about the price for the parcel. The Mayor advised that it is \$25,000 for 5 acres.

Motion by Trustee Haddad, seconded by Trustee Torrey, to authorize the Mayor to enter into an agreement with Myers and Associates for up to \$2,500.00 to survey parcel 35.-19-1.6 pursuant to the quote. Passed 3 to 0.

**Correspondence.**

- Letter from the County regarding the Diamond Street and South Canal Street parcels. The Mayor spoke with Jim Cunningham about this. She suggested that we let it go on the auction and she does not believe that it makes sense for us to pay for the property and then have to tear it down. Mayor Warner also noted that she has had conversations with CEO Adsit about tearing the property down. She would advise the County that they can tear it down. Debra Golden asked who gets the money when the property is auctioned. Mayor Warner explained how the Village gets its money when taxes are not paid. She also noted that the County wants to be paid for the back taxes that are owed. The Board discussed what the Erie Mill property would cost us. It was noted that the Village has a lien on this property against the owner that is valued at over \$100,000. The Mayor talked about our plan for the use of the Erie Mill if we get it. Trustee Torrey asked what happens if we do not pay by August 30, 2024. Mayor Warner advised that it would go to the auction. After discussion, the Board does not believe that we can do this. The Board talked about what happens if the property is purchased at auction.

**Administrator's Comments.**

Administrator Ryan asked the Board which way they wanted to go with solar power lights to replace the existing at Reflection Park. Trustee Haddad asked if we had heard back from anyone who worked on the project. The Mayor advised that she heard from Trustee Watkins that former DPW employee Jerry White cannot remember. The Board talked about how to proceed. The Mayor would like us to research a little bit more. Administrator Ryan advised that they are looking for something

that was easily replaced so that if it gets broken again, we don't have to do this again. Trustee Torrey asked if there will be enough sun to power a solar light.

Administrator Ryan advised the Board that headworks repairs to the bar screen seem to have worked and the bar screen is working well. The DPW ordered back-up parts that came in today. He talked about the issue with the head cell and advised that we have two quotes from Egan and Sun Environmental. Egan is giving an hourly and per/gallon rate and Sun is giving a flat rate to pull how the sludge so that we can get in there. Administrator Ryan will follow up on the quotes and get more information to be able to compare the quotes. The Board would like to move forward with the Sun quote.

Administrator Ryan advised that the New York Forward deadline is this week. The Mayor and Administrator Ryan met with the State and the consultants who are helping with estimates for some of the projects. Administrator Ryan noted that the Village has 6 applications to finish by Friday. The Fire Department has asked to do their Fill the Boot Campaign on Labor Day from noon to 3 at the railroad bridge. Administrator Ryan will submit the application to the DOT tomorrow. He is working on the Ball Street sewer project and meeting with potential proposers He is waiting to hear from Myers for the quote on the work. Administrator Ryan advised that MEID was back today and started putting up the drywall - they still need to get in touch with plumbers to get a quote for replacing pipe.

Administrator Ryan sent the Board a copy of the proposed tree removal list. The list was scrutinized - many of the requests came from the property owners. Administrator Ryan discussed the conditions of some of the trees that are on the list. He would like to put out an RFP to see if we can get the cost under \$20,000.00. We still have \$5,000.00 to plant trees. He has talked to the beautification committee about this. Trustee Haddad asked if we still have 3 trees to plant. Administrator Ryan noted that they are going to be picked up this week.

### **Mayor's Comments.**

The Mayor went to the OSHA meeting on the new requirements for physicals and her best estimate is that it will cost the Village about \$15,000.00. The Mayor spoke with John Pinard about annexation. The Mayor suggested that the Board sit down with the maps to talk some more about this. Mayor Warner noted that she helped Deputy Clerk/Treasurer Caitlin Farr put tax receipts in envelopes and she noticed that the assessed values were grossly under assessed. She wants to speak with the Assessor about this.

The Mayor had a meeting Thursday with DOS regarding the LWRP. They approved our work plan. As soon as the Board reviews the original to cross reference with the changes, we can start putting together a committee.

The Mayor advised that there is a new Hometown Hero application. We still have 10-12 poles. The VFW is changing the cost of the banners right now. They will also start looking for new poles.

Mayor Warner talked with the Judges - they would like to apply for a grant of up to \$60,000 to replace the benches. They would also like to replace the sound system, key fobs and cameras but they did not think that they could do that. They will work on it and get us something.

The Mayor advised that old 202 was brought up to the Mayor today - it has about 139,000 miles on it. Mayor Warner wants to talk about giving old 202 to the Codes Department and giving the other car to the PD. The Board discussed this with Administrator Ryan. The Mayor noted that she was told that our mechanic looked at the car and it is in good shape.

The Mayor noted that the neighbor across the street from the pool/park is still complaining that the lights are shining in his windows. The Board talked about whether having a motion detector will help or not.

Mayor Warner talked previously about 30 by 30 and whether there will be grant money that will be attached to this and what we will be required to do. Trustee Haddad asked if we have to carve out of our current space or will the State map it out for us. The Mayor advised that the plan is very vague and does not provide us with much information. The Board talked about whether the school property could count for the Village or does the school have to do this also. The Board talked about the amount of land in New York State that is owned by foreign countries and the fact that the ADK Park doesn't count.

Mayor Warner advised that we received payments from FEMA on the air packs. We submitted an amendment and we need to set up a meeting with FEMA to explain some of the other equipment that we wanted. The Mayor gave the Board the new draft proposal for the Pocket Community. The Mayor noted that the County put in an application with New York Forward for \$500,000 for this project and the Mayor thinks that there is a good chance that they will get it. Mayor Warner talked about the CDBG and having our office write the grant. David Sadler noted that the Erie Mill was built in 1890 as a feed mill.

### **Trustees Comments.**

Trustee Haddad has nothing tonight.

Trustee Torrey is good tonight.

Village of Canastota  
July 15, 2024  
Page 10 of 10

Motion by Trustee Haddad, seconded by Trustee Torrey, to enter Executive Session regarding contract negotiations at 9:24 p.m. Passed 3 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, to exit Executive Session at 9:34 p.m. Passed 3 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, to adjourn at 9:35 p.m. Passed 3 to 0.

Respectfully submitted,

Catherine E. Williams  
Clerk/Treasurer