

VILLAGE OF CANASTOTA
MINUTES
October 7, 2024

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 Trustees Jeffrey Watkins, and Bill Haddad; Beth Ackman of Canastota Little League and Mark Taylor.

ABSENT: Trustee Lori Torrey and Village Administrator Jeremy Ryan.

Motion by Trustee Watkins, seconded by Trustee Haddad, to approve the following budget modification: increase 85104.01 (Beautification) by \$27,200.00. (Note: this is for the bridge painting/stenciling expense). Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, to approve the following budget transfer: move \$9,072.87 from 85614.01 (Tree Replacement) to 85604.01 (Tree Removal). (Note: this is for the tree removal project.) Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, authorizing a loan from the General Fund to the Capital Projects Fund in the amount of \$2,439.28 for the following: \$1,895.00 to cover the cost of engineering/design expenses for the LWRP II Grant, and \$544.28 for expenses associated with the FEMA Air Pack Grant. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, to approve the attached General Fund Abstract in the amount of \$225,306.00. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, to approve the attached Sewer Fund Abstract in the amount of \$52,126.89. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Gustin, to approve the attached Capital Fund Abstract in the amount of \$26,037.81. Passed 4 to 0.

Public Comments.

Mark Taylor asked if the Village had received the breakdown from Ed Brophy of the Boxing Hall of Fame regarding how they spent the money that the Village gave to them. The Mayor did not receive that, but she did receive a packet from them with examples of the publicity that the Village receives because of the Hall of Fame. Mr. Taylor asked about the trees that are behind his house between the Village property and his on Bellevue Avenue. Mr. Taylor described for the Board the condition of the trees and his concerns. The Mayor will look into what needs to be done to get into the area to take care of the trees. She will talk with DPW Foreman Holdridge.

Beth Ackman addressed the Board concerning matters of concern from the Canastota Little League. They would like permission for Mid-state Corrections to come in and do some work on the baseball fields at the Rec Park. Someone from Little League will be there or someone from

the Village could be there when the work is being done. Ms. Ackman advised that there is dirt that needs to be put on the fields and the minor and major softball fields will require work in the spring – they are only working on the baseball fields this fall. Ms. Ackman also advised that the Little League volunteers do not have time to do this work this year. The Corrections Department can be there for a couple of days to finish the work. They would like someone there to help with the tractor. Little League has been working with Doug Holdridge. The corrections workers will not be at the park when any children will be there. The Board talked about how it would work. Ms. Ackman advised that DPW Foreman Holdridge would like to have the piles of dirt and the grass moved off of the parking area before the snow falls. She talked about all of the work that needs to be done. The Board talked about other work that has been done by the County.

Motion by Trustee Watkins, seconded by Trustee Haddad, for Midstate Correction outside work program to conduct work at the Rec Field. Passed 4 to 0.

Trustee Watkins asked how we allowed the fields to get so bad. Ms. Ackman explained that there was someone who was doing the work but they are not there any more and no one picked it up. The Board talked about budgeting for additional personnel next year and options. They also talked about the condition of the fields and bathroom maintenance. The Mayor noted that she spoke with DPW Foreman Holdridge to make sure that the DPW is dumping the garbage at the field. The keys for the field were discussed including the dumpster. The Mayor noted that this discussion happens every year and the Mayor would like us to address this next year. Trustee Haddad talked about the Village letting the Little League use the park at no charge and he believes that this should be a community effort to make the improvements that Little League is suggesting. Trustee Haddad talked about what he found at the Rec Park when he was there last week – there was old food and trash in the press box and the garage was a mess – he does not feel that we should hire someone to clean up after the organizations who use our park, adding that we should be taking care of the big things. The Board discussed who should be responsible for taking care of the fields and the use of the fields by Little League, Pop Warner and AYSO. Ms. Ackman talked about the things that Little League should be able to be responsible for, such as keeping the press box and garage picked up. The Board talked about how we can correct some of the issues at the Rec Park. The schedule for the corrections work crew was discussed. The Mayor asked Ms. Ackman to let her know if there are other supplies that will be needed for the corrections workers. She also talked about work that was going to be done and what still needs to be done. Mayor Warner spoke about her discussions with Recreation Leader Cherie Bealer regarding a bulletin board for events to be placed on the concession stand. Trustee Haddad spoke about the work that needs to be done on the scoreboards. The Board discussed with Ms. Ackman the AEDs at the Recreation Park. Little League is going to try to get a grant to purchase the AEDs. The Mayor spoke about what was applied for in the New York Forward Grant for improvements to the Recreation Park.

Motion by Trustee Haddad, seconded by Trustee Gustin, approving the request from Joseph Stagnitti to be released from his contract with the Village for cleaning services effective December 31, 2024. **Discussion:** Trustee Watkins asked when the contract was supposed to expire. The Mayor noted that it expires on February 1, 2025. Trustee Watkins asked about the other bids at the time. Mayor Warner advised that they were expensive.

Motion by Trustee Haddad, seconded by Trustee Watkins, authorizing the Village to go out to bid for a cleaning contract for the Municipal Building. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, to appoint Richard Clemens as the DPW Deputy Foreman based on the attached recommendation from Douglas Holdridge, DPW Foreman. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, approving the attached Resolution authorizing the Village Justice Court to apply for the 2024-2025 Justice Court Assistance Program (JCAP) grant in the amount of \$30,000.00. Mayor Warner – Aye; Trustee Gustin – Aye; Trustee Watkins – Aye; Trustee Haddad – Aye. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, approving the renewal of Barracuda Essentials Support Services email protection plan for one year at an annual cost of \$4,200, payable in monthly installments of \$350.00. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Gustin, to declare the 2016 Ford Taurus police vehicle (VIN ending in 119288) as surplus and of no further use to the Village and authorizing it to be sold at auction. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, awarding the 2024 Tree Removal Project to Helmer's Complete Tree Services, LLC, at a cost of \$26,525.00, and authorizing the Mayor to execute the attached Agreement with Helmer's Complete Tree Services, LLC, for said services. Passed 4 to 0.

Recreation Commission requests:

a. *To have volleyball and basketball skills and drills, time, and date TBD, will be between January – March.* The Board talked about the issues with gym use and the schools for volleyball and basketball. Ms. Ackman talked about the problem and what happened at the last Rec meeting. She also talked about the agreement that the parents will be signing when they sign up their children to play basketball. The Mayor noted that she and Administrator Ryan met with school officials regarding gym use. The Board will look at this when there is more information.

b. *To have an 8-week bowling program that would cost residents \$3/ nonresidents will pay \$6 to the bowling alley. Village to pay \$3 per resident to the bowling alley. Highway Bowl to keep a sign-up sheet on who comes weekly.* Ms. Ackman noted that this is for the seniors. The Mayor asked Mr. Taylor if it is \$3.00 total or per game. Mr. Taylor advised that it is \$3.00 total. The Board talked about when it will be starting. Mr. Taylor advised that they have already started.

Motion by Trustee Watkins, seconded by Trustee Haddad, to approve the 8-week senior bowling program as presented. Passed 4 to 0.

c. *To have Brianna from Brush Strokes come and do a Paint and Sip. November 14th. Tickets to be \$40 each to include \$30 towards Brianna and purchase of snacks for participants. Location TBD.* The Mayor noted that we cannot buy snacks. Clerk/Treasurer Williams suggested that we pay \$35 per person to the instructor and have the instructor provide the snacks. Trustee Watkins asked about the location, noting that it is not in the information provided and our next meeting isn't until October 21, 2024.

Motion by Trustee Watkins, seconded by Trustee Gustin, to accept Brush Strokes Paint and Sip on November 14, 2024, at a location to be determined and set the fee at \$40.00. **Discussion:** The Mayor noted that she did the last one and had to buy her own refreshments. Passed 4 to 0.

d. *To investigate having a DocuSign option for online signing of waivers.* The Mayor advised that she asked Deputy Clerk/Treasurer Farr to investigate options and noted that there is a problem with the registration process. The Mayor noted that if we register online, we can pass the cost along to the registrants. Ms. Ackman advised that she didn't think that Rec was stuck on DocuSign but they want something.

e. *To have Beth Ackman join the Canastota Recreation Board to fill the open Village position*

Motion by Trustee Haddad, seconded by Trustee Gustin, to appoint Beth Ackman to the Canastota Recreation Board to complete Wendy Dunn's term. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, approving the request of the Holiday Parade of Lights Committee to use the Recreation Field on November 30, 2024, for the fireworks display. **Discussion:** The Mayor wants to make sure that the fireworks company cleans up the field after the event. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Gustin, to approve the attached Police Mutual Aid Agreement between the Village and the City of Oneida Police Department and to authorize the Mayor to execute the same. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, approving a wire transfer in the amount of \$38,659.38 to be sent to Chase Bank on October 15, 2024, as follows: \$35,000 from General Fund Account 97106.01 (Debt Service) and \$3,659.38 from General Fund Account 97107.01 (Interest on Debt Service), for principal and interest owed on the 2019 Downtown Enhancement Project. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Gustin, to authorize Clerk/Treasurer Williams to turn over unpaid 2024-2025 Taxes to the Madison County Treasurer in the total amount of \$154,265.06 as follows: \$142,549.09 unpaid tax; \$11,403.97 penalties at 8% and \$312.00 in unpaid second notice fees. Passed 4 to 0.

Correspondence.

- Chief Barton received an email from a resident on First Street regarding the safety of her dad because of the parking in the area. The Mayor asked Trustee Haddad to talk about the turn-around that the school was putting in. Trustee Haddad talked about what the school was trying to do. Trustee Watkins suggested that parking be limited to one side of the street only all the way around the South Side School. The Board talked about options. Mayor Warner suggested that on First Street, parking be allowed on the south side of the road next to the school; on Second Street on the south side and on Delano the west side. Trustee Haddad suggested no parking on First Street from the intersection of High Street a distance of 360 feet toward Delano Avenue. He believes that there is a capacity problem there. The Board talked about when and where the parking is a problem. The Mayor advised that there is a problem on Second Street, as well – property owners have complained about people being blocked into their homes when there are events at the school. Trustee Watkins suggested that the parking be on the school side of the block all the way around the school. The Board talked about which side of the streets around the school should be no parking. The Board also talked about other areas in the Village where we need to look at parking problems – East Hickory Street and James Street are also problem areas.
- The Mayor received a letter from former resident Mary Ellen Kime regarding sidewalks on Stroud Street. Mrs. Kime owns the vacant property next to her old house and is asking the Village not to tear up the sidewalk in front of her old house because she believes it is historic. The Mayor and Code Enforcement Officer Mike Adsit looked at the sidewalk and noted that it is in bad shape and is not ADA compliant. CEO Adsit sent a letter to Mrs. Kime advising that the sidewalk is not compliant under the law. Mrs. Kime is trying to reach the people who bought the house, but has not gotten a call back. The Mayor asked the Board how they felt about it. Trustee Gustin stated that when he delivered mail, he did not even know that there was a sidewalk there because it is overgrown. Trustee Watkins asked if the current sidewalk meets the Village code. Mayor Warner advised that CEO Adsit stated it is not to code. The Board talked about what was required for the code and ADA compliance. The Mayor asked the Board members to look at the sidewalk in question and we can talk about this at the next meeting. Trustee Gustin suggested that the Board members go look at the sidewalk.
- The Mayor has a letter from Madison County to the Oneida Indian Nation and Ray Halbritter regarding the solid waste recycling facility that is being proposed.

Mayor's Comments.

Mayor Warner advised that Kim Clark of 139 Bruno Road has reached out to inquire about purchasing the landlocked parcel behind her property which is owned by the Village. The Mayor advised that there is a sewer trunk that goes through there and the DPW Foreman advised that there is no manhole on the property. Ms. Clark would like to buy it from the Village – it is a .27 acre parcel. The Mayor advised that this parcel does not touch the piece of property that the pump station is on. The assessed value of the parcel is \$2,000.00. Mayor Warner suggested that we

research some more as to why we own this parcel. The Board talked with Mark Taylor about the vacant parcel next to his house. Trustee Watkins asked about the piece that the Village owns in front of 104, 106 and 110 Bruno Road. The Mayor asked the Board if they would want to entertain the request from 139 Bruno Road. Trustee Watkins doesn't think that we should do anything until we know what the Town is doing with the sewer project on Roberts Street.

Mayor Warner received a letter from Madison County advising that they are raising the landfill fees again.

Mayor Warner reviewed the revised fee schedule that Trustee Watkins proposed and she reviewed what other communities were charging. The Mayor noted that the proposed fees seem to be in line with other communities. The only one that is less is for subdivisions – we are below what other communities are charging.

The Mayor advised that Deputy Clerk/Treasurer Farr has requested that we consider installing panic alarms in the Village. The cost is \$3,500 and \$45 a month for the IT network. The Board talked about what other communities have in place. The Mayor noted that this is the only quote that we have. Trustee Haddad talked about what he put in at the Town of Fenner. The Board will wait to see what is in the court grant.

Trustees' Comments.

Trustee Watkins is all set.

Trustee Gustin has nothing tonight.

Trustee Haddad wants to have a discussion about what events are being charged – he is good with the proposed fees but just wants to know who is being charged or who is exempt from the charges. Trustee Watkins wants to talk about what events will be subject to the fees also. The Board talked about the difference between what is needed for Village events and what is needed for not-for-profit events. The Board discussed whether additional police presence was used for events and if assistance from the DPW was needed for the Italian Fest, Fishing Derby, Canal Fest, Memorial Day Parade, Boxing Hall of Fame Parade, Homecoming Parade and Holiday Parade of Lights. The Mayor stated that the parades take more police time than the other events because of directing traffic and closing intersections. The Board talked about events and the support that the Village gives to these events. The Board also talked about the Parade of Lights and what the Village's part is in the event. Trustee Watkins noted that the school sent us an email recently noting that they will be charging additional money for use of the school on Saturdays after 4:00 p.m. because of the cost of extra staffing. Trustee Watkins advised that the Village incurs extra costs because of staffing that is needed for parades and other events and we are not charging the organizations and that is why he wants to establish fees. Trustee Watkins asked if the Village should take control of the Holiday Parade of Lights. Clerk/Treasurer Williams noted that the independent committee that organizes the event solicits donations for the event and the Village cannot do that.

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Motion by Trustee Watkins, seconded by Trustee Gustin, to enter executive session regarding personnel and contracts at 9:02 p.m. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, to exit executive session at 9:09 p.m. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, to adjourn at 9:09 p.m. Passed 4 to 0.

Respectfully submitted,

Catherine E. Williams

Catherine E. Williams
Clerk/Treasurer