

VILLAGE OF CANASTOTA

MINUTES

November 4, 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, Village Administrator Jeremy Ryan, Deputy Clerk/Treasurer Caitlin Farr, Trustees Lori Torrey and Bill Haddad, Mark Taylor and Dave Sadler

ABSENT: Trustee Jeff Watkins and Clerk/Treasurer Cathi Williams

Motion by Trustee Torrey, seconded by Trustee Haddad, to approve a loan from the General Fund to the Capital Projects Fund in the amount of \$857.40 to cover the cost of engineering/design expenses for the LWRP II Grant. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, to approve the attached General Fund Abstract in the amount of \$136,570.89. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, to approve the attached Sewer Fund Abstract in the amount of \$23,429.55. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, to approve the attached Capital Fund Abstract in the amount of \$857.40. Passed 4 to 0.

Bid Opening – Janitorial Services Contract.

Village Administrator Jeremy Ryan notes that only 1 sealed bid was received.

The sealed bid was submitted by Boo's Cleaning Service. The bid is amount is \$2,300.00/month. Both the required deposit (check) and insurance were provided.

It is noted that the current contract is \$1,400.00/month. Village Administrator Ryan states that he sent out 4 packets and gave 1 tour. Mayor Warner states that a budget adjustment will need to be done for January 1, 2025 in the amount of \$5,400.00 to cover the difference in contract costs. Village Administrator will prepare the contract for the next meeting. Mayor Warner notes that the approval and motion for budget adjustment can be done at the next meeting.

Public Comments.

None.

Motion by Trustee Haddad, seconded by Trustee Torrey, accepting the attached retirement notice from Debra E. DiGeorge, Village Clerk to the Justice, with her last day of employment with the Village being November 30, 2024. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, approving the appointment of Isabella Rogmans-Pineda as Clerk to the Justice based on the recommendation of Village Justice Peter Finocchiaro, effective November 6, 2024, at a salary of \$46,957.95. **Discussion:** Trustee Haddad questions if we need a full time clerk based on court revenues. Village Administrator Ryan believes Judge will say yes, it is suggested by Mayor Warner that this discussion continues in executive session where the Judge can be called.

Motion by Trustee Haddad, seconded by Trustee Gustin, for the above motion to be laid on the table. All in favor, table carries. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, approving the attached Parental Code of Conduct for use by the Recreation Commission for Recreational Youth Leagues. Village Administrator Ryan notes that the document has been reviewed by the Village Attorney. Mayor Warner asks what happens if a parent does not sign the Code of Conduct. Administrator Ryan states that he is unsure, it is possible that the parent will not be able to attend then. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, to approve items 11A-11F for the Recreation Commission as a consent. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, to approve the following requests from the Recreation Commission:

- a. Lights on the Lake Senior Bus Trip – December 4, 2024, from 5 – 8 p.m. with a weather date of December 11, 2024. Participants must be 55+ and will be picked up at Stoneleigh. This will be free to residents and non-residents will be charged \$5.00. Pre-registration is required. The Chamber of Commerce is sponsoring the admission fee and transportation will be provided by the Canastota Central Schools at an estimated cost to the Village of \$250.00.
- b. Holiday Cookie Decorating Class – December 10, 2024, from 6-7 p.m. at Flo's Diner. This event is for residents aged 7+ and the cost is \$25.00/person. Mallory Galavotti from Mix it Up Creations will charge \$20.00/person which includes the class and supplies. Flo's Diner is charging \$5.00/person for the use of the room and beverages. A minimum of 10 participants is required and the maximum number of participants is 20. Pre-registration is required.
- c. Basketball/Volleyball Skills and Drills – 6-week sessions on Saturdays for each running from January – March, 2025, for students in grades 1st to 6th, based on school availability. There is no cost to the Village or participants.
- d. Beginner ASL Class – Tuesdays in February, 2025, from 6 – 7 p.m. in the Lawson Room of the Canastota Public Library. The cost to residents is \$20.00/person and there is a minimum of 10 participants and a maximum of 20. The instructor, Roger Benn, will charge the Village \$200.00. Pre-registration is required.
- e. Spring Craft Fair – April 13, 2025 at Theodore's. Registration will be \$30.00/table during the Harvest Craft Fair and through the end of December, 2024. From January 1, 2025 – April 1, 2025, registration will be \$35.00/table. Vendors wanting an additional table be contacted after registration closes, based on availability, and on a first-come, first-served basis. The cost of the additional table will be \$35.00. The cost of renting the facility is \$500 for the big banquet rooms and \$700 for the entire building. The entire room will only be used if required based on the number of registered vendors. (Note: The registration fees were modified after submission of the request from Recreation Commission based on a conversation between Clerk/Treasurer Willams and Recreation Commission President Debbi Waxenfeld.)
- f. Glow Bowl – February 22, 2025, 10 a.m. – 2 p.m. at Canastota Hi-Way Bowl. There will be 3 time slots offered and the fee for registration is \$10.00/person or \$70.00 for groups of 8. Hi-Way Bowl is charging \$7.00/person. There is a minimum of 16 people and maximum of 48 people per time slot.

Motion passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, approving the Master Contract between the Village of Canastota and the NYS Department of State concerning the Local Waterfront LWRP grant and authoring the Mayor to execute the same. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving a wire transfer sent to the Depository Trust Company in the amount of \$12,112.67 on October 29, 2024, from the Sewer Fund Account No. 97107.02 (Interest on Debt Service) for interest owed on the 2024 Headworks Improvement Bond. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, authorizing an ACH payment to USDA Rural Development on November 15, 2024, in the amount of \$4,162.50 from Sewer Fund Account No. 97107.02. (Interest on Debt Service) for interest owed on the 1998 Rural Development phase II Bond. Passed 4 to 0.

Administrator's Comments.

Village Administrator Jeremy Ryan notes that the P.D. will be moving in to the new department tomorrow, both IT and Gladd will be here during the move. The new Police Station should be opened on Wednesday. It is noted that MEID still has some small projects to complete and that there is still one final payment to be made once everything is completed. The vote on NY Forward projects was held last week and 5 out the 6 Village projects were on the list. Mayor Warner shared the list with the Board. Village Administrator Ryan states that the final list of approved projects should be out at the end of December or beginning of January. Mayor Warner notes that NYS added art and statues to marketing. The sports park is still part of the strategic plan. Village Administrator Ryan notes that practice for youth basketball is beginning and the coaches meeting is on Thursday, games will begin after Thanksgiving and run through January. Lastly, it is noted that the tree removal project has been completed and new trees will be planted in the spring.

Mayor's Comments.

Mayor Warner asks if everyone has had a chance to check out Stroud St., they have not. She notes that Mrs. Kime does not want the sidewalk ripped up, stating it is historical, but it does not currently meet ADA compliance. Mayor Warner is okay with someone removing the pavers and redoing the grout. She notes that they will hold the conversation until the next meeting so that both the Village Administrator and the Trustees can take a look at it.

Mayor Warner discusses Local Law 211-3 regarding RVs. She notes that from April 1 until November 1, RVs can be in front of properties but from November 2 until May 31, they must be behind homes. RVs cannot be used as a residence and cannot be a traffic hazard. Trustee Haddad wants to know why we are messing with the law but Mayor Warner is not sure. She states that she is often yelled at about RVs and has told Mike it does not make sense – storage should be available during the winter months, not the summer. Trustee Haddad reiterates that he wants to know why the law is being looked at. Village Administrator Ryan suggests asking CEO Mike Adsit at the next meeting. Trustee Haddad requests that we stop paying the lawyer to work on it and Mayor Warner notes that she has already stopped it.

Mayor Warner states that Comp Alliance sent a letter about their worker's comp. She states we cannot use it because we would have to buy out of the county. The Trustees confirm with Mayor Warner that they received the BHOF breakdown. Mayor Warner gave a brief Comprehensive Planning Update and states that there are 2 open spots on the Architect Review Board.

A discussion on parking on E Hickory is had. Trustee Haddad suggests no parking on the north side and Trustee Torrey suggests the use of Rasbach instead. It is decided that there will be no parking on the north side.

Mayor Warner notes that all the air packs have been bought with the FEMA grant. She will be meeting with Doug Chandler on Wednesday for amendments.

Lastly, Mayor Warner notes that she read the requirements for Restore NY and has spoke with the county. The county applied this year. Mayor Warner suggests we apply next year, this will give the Village time to talk to others.

Trustee's Comments.

None.

Motion by Trustee Haddad, seconded by Trustee Gustin, to enter into executive session at 7:35 p.m. for personnel. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, to exit executive session at 7:59 p.m. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, to take agenda item #9 off the table. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, to adjourn meeting at 8 p.m. Passed 4 to 0.

Respectfully submitted,

Caitlin Farr
Deputy Clerk/Treasurer