

VILLAGE OF CANASTOTA  
MINUTES  
April 7, 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; Trustees Bill Haddad and Lori Torrey; Village Administrator Jeremy Ryan; DPW Foreman Doug Holdridge; Little League President, Jason Gaiser; Little League Secretary Beth Ackman; Mark Taylor; Frank Ilacqua (7:13 p.m.).

ABSENT: Trustee Jeffrey Watkins.

Motion by Trustee Haddad, seconded by Trustee Torrey, to approve the attached minutes from the March 17, 2025, and March 20, 2025, meetings. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, to approve the following budget transfer: move \$3,635.00 from 36504.01 (Demolition of Unsafe Buildings) to 14204.01 (Attorney); \$88.78 from 36504.01 (Demolition of Unsafe Buildings) to 85104.01 (Beautification); \$321.60 from 36504.01 (Demolition of Unsafe Buildings) to 90408.01 (Worker's Compensation) for a total of \$4,045.38. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, to approve a loan from the General Fund to the Capital Projects Fund in the amount of \$6,700.44 for payment of expenses of the FEMA Airpack Grant. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, approving the following abstracts:

- a. General Fund Abstract in the amount of \$98,374.31;
- b. Sewer Fund Abstract in the amount of \$63,653.21; and
- c. Capital Fund Abstract in the amount of \$6,700.44.

Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, to appoint John Langey, Esq. as the Village Attorney. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, to appoint D'Arcangelo & Co., LLP as the Village Auditors. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, accepting the attached resignation from Joyce Gustin as a member of the Canastota Housing Authority. Passed 3 - 0 - 1 (Trustee Gustin abstains).

Motion by Trustee Haddad, seconded by Trustee Torrey, to appoint the following:

|                       |                                  |
|-----------------------|----------------------------------|
| Catherine E. Williams | 1 Year Records Officer           |
| Catherine E. Williams | 1 Year Receiver of Taxes         |
| Christine Sudol       | 1 Year Associate Village Justice |
| David Sadler          | 1 Year Village Historian         |
| Mark Nowakowski       | 5 Years Planning Board           |
| Neeraj Modgil         | 3 Years Housing Authority        |
| John Vertigan         | 1 Year Housing Authority         |

Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, to appoint the Oneida Daily Dispatch as the official newspaper. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, to hold regular meetings on the 1<sup>st</sup> and 3<sup>rd</sup> Monday of each month at 7:00 p.m. until May 19, 2025. Thereafter, beginning on June 4, 2025, regular meetings will be held on the 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of each month at 7:00 p.m. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, to set Village office hours as 8:00 a.m. to 4:00 p.m., Monday thru Friday, except holidays; window hours are 8:30 a.m. to 4:00 p.m. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, to set next Organizational Meeting for Wednesday, April 8, 2026. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, to authorize the Mayor as the appointing officer for all budgeted and authorized positions. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, to adopt the attached Depository Resolution naming Community Bank as the official depository of the Village. 3 - 0 - 1. (Trustee Torrey abstains.)

Motion by Trustee Haddad, seconded by Trustee Gustin, to adopt the attached Audit Resolution. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, to adopt the attached Mileage Resolution. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, to adopt the attached Training Resolution. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, to set the daily per diem rate at \$50.00 for meal reimbursement for all Village employees and volunteers who are traveling for Board-approved purposes. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, to authorize Clerk/Treasurer Catherine E. Williams, Mayor Rosanne Warner and Village Administrator Jeremy Ryan, as signatories on all Village accounts. Passed 3 - 0 - 1 (Trustee Torrey abstains.)

### **Public Comments**

Jason Gaiser, President of Canastota Little League, addressed the Board regarding the Little League's recent request to put electrical service in the batting cages and to put a shed at the Recreation Park behind the batting cage for their equipment. Administrator Ryan noted that he asked DPW Foreman Holdridge to come in tonight to answer any questions the Board may have about this. Administrator Ryan brought a picture of the shed that he found on the manufacturer's website. Mr. Gaiser stated that that is not exactly what Little League is getting, and explained the additional features of the model that they chose. The Board and Mr. Gaiser talked about the location for the shed and what would be needed to help with the soft, wet ground in that area. The Mayor asked about the sewer lines in that area. Foreman Holdridge advised that the placement of the shed will not interfere with the sewer lines. He does recommend that they hold off on installation until late July or early August to minimize the chance of problems with delivery causing problems with sewer lines. Foreman Holdridge and the Board talked with Mr. Gaiser about alternate locations for the shed. Mr. Gaiser stated that the location is really not an issue for them - they just wanted to get the equipment put together and eliminate crowding. Beth Ackman stated that the shed would go anywhere that the Board recommends. Alternate locations were discussed. Foreman Holdridge stated again that waiting until the end of July or early August would be the best time because of how wet it is down there. The area next to the red garage by the restaurant was discussed as a good location. This location would need only crushed stone for a base and not concrete. The electrical work was also discussed. Administrator Ryan explained that because the property belongs to the Village, we need to follow our purchasing policies and the State's requirement for the vendor to be on the State DOL Registry. The Board and Mr. Gaiser discussed the May 3 Opening Day Parade.

Motion by Trustee Torrey, seconded by Trustee Gustin, approving the following payments to AccuData from General Fund Account No. 16204.01.155 (Payroll Service): \$154.40 for payroll dated 3/20/25; \$154.40 for payroll dated 3/27/2025; and \$161.28 for payroll dated April 3, 2025. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, approving payments totaling \$3,856.71 from the General Fund to MBI for health insurance debit card transactions from March 1, 2025 - March 31, 2025. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving the attached Standard Fire Alarm Agreement between the Village and Fire Detection Systems, Inc. regarding monitoring and inspection at the WWTP and Headworks facilities and authorizing the Mayor to execute the same. (Note: the cost of the monitoring and inspections has not increased..) Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, confirming following elected officials of the Canastota Volunteer Fire Department as reported by Richard Stagnitti, Secretary of the Canastota Volunteer Fire Company, Inc.: Fire Chief - Lyle Chafee; Assistant Fire Chiefs - Mike Barker and Marcus Labarbera. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, approving the attached request from Doug Chandler, President of the Canastota Volunteer Fire Company, Inc. to hold their annual dinner at the fire station on May 17, 2025, pending receipt of insurance. They are seeking approval to have beer and wine dispensed by The Three Pines Restaurant. (Note: proof of insurance from The Three Pines Restaurant has not yet been received.) Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, to approve Jakob Phillips as a member of the Canastota Volunteer Fire Department based on the attached request from Matt Freund, Council Secretary. (Note: A copy of his license has been received and it is reported that his background check came back good.) Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Gustin, approving the attached Training Request from Chief Barton for him and Officer Gregory to attend Narcotic Enforcement Training to be held on April 21, 2025 - April 22, 2025, in Oneida, New York, at a cost of \$890.00. Permission to use the Ford Escape is also approved. Passed 4 to 0.

Discussion regarding the attached invoice from Hi-Way Bowl charging the Village \$475.00 for the 2<sup>nd</sup> session of Senior Bowling. (Note: the invoice is charging a per-hour charge per alley. The program was approved by the Board at \$3.00 per bowler per week for residents of the Village of Canastota, Town of Lenox or Village of Wampsville.) Trustee Haddad had requested to know what the contract was for this program and he now understands that there is not one. He does not understand how the terms got changed from what the Board approved to the invoice that was submitted. The Mayor asked Mr. Taylor about the note on the bottom of the bill saying that he has permission to bill this way. Mr. Taylor explained to the Board that he had a discussion with Cherie Bealer, Recreation Leader, and Trustee Gustin about changing the way he billed for Senior Billing beginning with the second session and Mr. Taylor states that he was given permission to bill it that

way. Trustee Gustin asked Mr. Taylor for the information on who bowled from the Village and Trustee Haddad noted that only the Village Board can give such authorization. Mr. Taylor stated that he believed that he received that approval from Trustee Gustin. The Board discussed with Mr. Taylor the fees for the program and how it was going to be paid. Trustee Haddad again noted that there was no approval from this Board to change the way that Senior Bowling was billed. The Board reviewed the invoice with Mr. Taylor. Mr. Taylor talked about the costs to him to run the program and about the other things that Hi-Way Bowl does for the senior bowlers while they are there. Trustee Haddad spoke again about having contracts for our programs.

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

- a. Memorial Day 1 Mile Run - Monday, May 26, 2025, at 9:30 a.m. beginning at St. Agatha's Church and ending at Clark Park. There will be no cost to participate and no expenses on behalf of the Village
- b. Chalk the Walk on June 24, 2025, to be held at the corner of EN Canal Street and Peterboro Street, with a rain date of June 25, 2025.

Passed 4 to 0.

**Correspondence.**

- Letter from Canastota Canal Town Museum regarding Canal Cleanup on April 12, 2025. We have been asked to supply garbage bags and a truck for pickup of the bags and garbage.
- Tree letter concerning 112 Ball Avenue.
- Tree letter concerning 409 Spencer Street.
- Sidewalk Request regarding 113 Clark Street.
- Invitation from Greater Lenox Ambulance to its annual banquet on May 17, 2025 (it was noted that this is the same day as the Canastota Fire Department banquet).
- Letter from USC awarding Canastota/Lenox combined courts with a \$10,431.92 JCAP grant. The Board discussed the a/c part of this grant.

**Mayor's Comments.**

Mayor Warner advised that she is catching up on her email. She received the signed contract from the Department of State on the LWRP. The Mayor sent the papers to Deputy Clerk Caitlin Farr to use to record her time spent on the grant. It was also sent to Clerk/Treasurer Williams. We need 142 hours of administrative time to meet the \$5,000 requirement under the grant. The Mayor will send the contract to attorney Langey and set up monthly meetings on this again.

The Mayor received the report back from FEMA for Lincoln and Wampsville on the additional equipment that they wanted to purchase under the air pack grant. She asked both departments to hold off on any more purchases as the Village is still waiting on over \$24,000 from FEMA for reimbursement of amounts paid out by the Village. The Mayor is trying to find out what is happening with the money and wants to make sure that there are no delays or problems with the funding. The other departments could front the money themselves if they would like to make the purchase now.

Mayor Warner reported that she has 16 more banners from the American Legion. She has everything she needs to send the paperwork to National Grid to get permission to hang the banners. She believes that we have enough poles on this side of the bridge for all of the banners. Mayor Warner and Jeff Church from the American Legion counted the poles from the corner of North Peterboro and Chapel Streets to the Thruway, skipping the poles by the school, in anticipation of putting future banners all the way to the Thruway. DPW Foreman Holdridge asked if Mr. Church mentioned if they are getting more hardware for the banners. The Mayor confirmed that they are.

**Administrator's Comments.**

Administrator Ryan reported that the Canal Town Museum Clean Sweep is on Saturday at 9:30 a.m. The Village is supplying bags and picking up garbage.

Little League and the Rec Department are holding a clean up day at the Rec Park on April 28, 2025 beginning at 10:00 a.m. They plan to do some light maintenance and painting.

Administrator Ryan is working with Canastota Dairy on their CDBG.

The Canastota committee is busy planning events and they will be asking for some road closures soon for the festival and farmers' market.

**Trustees Comments.**

Trustee Gustin advised that the committee is finalizing plans for Canastota - more to come. He reminded the Board of the Craft Fair this weekend on Sunday from 10 - 3 at Theodore's. The Mayor asked about the time capsule. Trustee Gustin talked about the committee's discussions regarding the time capsule and the Board talked about other options and the locations of the existing time capsules.

Trustee Haddad asked about elections. The Mayor advised that Administrator Ryan is working with Attorney Langey on this. Administrator Ryan talked about the time line of events that Attorney Langey proposed - he will look at this again tomorrow.

Trustee Torrey is all set.

Clerk/Treasurer reminded the Board about the budget meetings next week.

Motion by Trustee Gustin, seconded by Trustee Haddad, to adjourn at 7:43 p.m. Passed 4 to 0.

Respectfully submitted,

*Catherine E. Williams*

Catherine E. Williams  
Clerk/Treasurer