



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, September 24th, 2015 @ 4:30 PM

North Syracuse Community Center

700 South Bay Road, North Syracuse, NY 13212

The Village of North Syracuse Regular Board Meeting began at 4:30 PM with Mayor Gary Butterfield inviting everyone present to join him in the Pledge of Allegiance.

Roll Call: Mayor Gary Butterfield, Deputy Mayor Fred Fergerson, Trustee Diane Browning, and Trustee Pat Gustafson. Trustee Paul Linnertz is absent.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, DPW Superintendent Gary Wilmer, Parks Director Teresa Roth, Fire Chief Tim Ellis, Codes Enforcement Officer Pam DiCarlo, Village Attorney Scott Chatfield, and Village Engineer Amy Franco.

RESOLUTION # 156-15

APPROVAL OF BOARD MEETING MINUTES

Deputy Mayor Fergerson made a motion to approve the minutes from the September 10th, 2015 Board Meeting. The motion was seconded by Trustee Gustafson. The motion was approved with Mayor Butterfield, Deputy Mayor Fergerson, Trustee Gustafson, and Trustee Browning, all voting in favor of the same.

RESOLUTION # 157-15

GENERAL FUND ABSTRACT APPROVAL

Deputy Mayor Fergerson made a motion to approve the General Fund Abstract # 8 in the amount of \$96,455.81 covering Voucher # 451 to Voucher # 515. The motion was seconded by Trustee Browning. The motion was approved with Mayor Butterfield, Deputy Mayor Fergerson, Trustee Gustafson, and Trustee Browning, all voting in favor of the same.

RESOLUTION # 158-15

SEWER FUND ABSTRACT APPROVAL

Deputy Mayor Fergerson made a motion to approve the Sewer Fund Abstract # 8 in the amount of \$491.00 covering Voucher # 9 to Voucher # 10. The motion was seconded by Trustee Browning. The motion was approved with Mayor Butterfield, Deputy Mayor Fergerson, Trustee Gustafson, and Trustee Browning, all voting in favor of the same.

CITIZENS' VOICE: Darlene Piper of 106 ½ Northfield Drive asked if the surrounding neighbors of the proposed dog park have been notified of the Village's intentions to create a dog park, and if anyone has received insight from the County about their experience of possible issues based on the other



Village of North Syracuse
Regular Board Meeting
Thursday, September 24th, 2015 4:30 PM

dog parks such as the Wegmans Dog Park. She said her concern is if this is something the constituents want as they will be paying for this. She noted that she was not in favor of the skate park that was placed then later removed. Parks Director Roth said it is her goal to receive feedback from the surrounding neighbors and other municipalities about this; but that has not been pursued yet because the intention is to fund the dog park at Heritage Park fully through a grant and we have not yet been awarded it. She continued to say that items such as benches and dog park amenities are being funded through donations. Mayor Butterfield added we had a poll on our website for several months that indicated a favorable response to creating a dog park. Parks Director Roth mentioned the park would be open dawn to dusk.

OLD BUSINESS:

RESOLUTION # 159-15

**DISCUSS/APPROVE FIRE DEPT.
BUDGET SUBMITTAL FOR 2016 TOWN BUDGET**

Mayor Butterfield recalled that Board has had a few weeks to look over the Fire Department Budget. Trustee Gustafson asked about clarification on a line item. Fire Chief Ellis replied that the budget line item is for the salaries of the Administrative Assistants. Trustee Gustafson asked how old the current doors are. Fire Chief Ellis said that the current doors were placed in 1982. The doors and springs have been failing. Considering their costs for upkeep and repair, he has resolved to replace the doors with newer doors that are lightweight, better insulated, and up to modern standard. Deputy Mayor Ferguson commended Fire Chief Ellis on the proposed budget and asked him to explain the largest item on the budget. Fire Chief Ellis said the line item in question is the Fire Council which is the contractual monies with the Towns is 15% of the contractual amount is paid to the Fire Association or Fire Council. These monies are turned over to the Association for purchases of furniture, computer, or things in the Fire Station. Deputy Mayor Ferguson made a motion to adopt the Fire Budget in the amount of \$702,521 plus \$77,780 for LOSAP Service Award Program with \$270,744 being shared with Town of Clay and \$270,744 being shared with the Town of Cicero. The motion was seconded by Trustee Gustafson. The motion was approved with Mayor Butterfield, Deputy Mayor Ferguson, Trustee Gustafson, and Trustee Browning, all voting in favor of the same.

RESOLUTION # 160-15

**APPROVAL OF JOB DESCRIPTION FOR THE
CONFIDENTIAL ASSISTANT TO THE CLERK-TREASURER**

The Board had received the job description for this position with the modification of "other duties as assigned". At a previous Board Meeting we created this new position – this defines the duties required of this position. Trustee Gustafson made a motion to authorize these duties for the Confidential Assistant to the Clerk-Treasurer. The motion was seconded by Deputy Mayor Ferguson. The motion was approved with Mayor Butterfield, Deputy Mayor Ferguson, Trustee Gustafson, and



Village of North Syracuse
Regular Board Meeting
Thursday, September 24th, 2015 4:30 PM

Trustee Browning, all voting in favor of the same.

RESOLUTION # 161-15

**PROVISIONAL APPOINTMENT TO THE
POSITION OF CONFIDENTIAL ASSISTANT TO THE CLERK-TREASURER**

Village Attorney Chatfield recalled that there was a recent meeting to sort out some issues. It was brought to light at the meeting that at least at present the Union's concern is that we are intending this to be a non-union position. A decision must be made if this "is" or "is not" appropriately a non-union position. Both Pearl's appointment to that position and indeed the very existence of the position itself is to some degree contingent upon the resolution of that issue which will presumably happen between now and February 1st, 2016. We will know whether it is to be a non-union confidential position; or whether it is determined to be a union position in which case then the position itself may not exist depending on the judgment of the Board. The reason for the creation of the position, was based on the need have a confidential position directly subordinate to the Village Clerk-Treasurer. The discussion that took place with Pearl and her representatives included a clear explanation of this. We are all on the same page but for the fact that there is still this unanswered question - will the Union challenge the designation of this position as a confidential position and thus not subject to the Union and not a collective bargaining position. The issue that we dealt with without divulging private information is that she was laboring under the misapprehension that by taking this position she was immediately required to leave the Union. We clarified that was not the case; she has the right to stay in the Union at least until February 1st when the determination has to be made. They will not claim that this position is a collective bargaining position solely because it has been occupied by a union individual between now and then. We gave her the option to take a leave of absence from the union or stay in the union, either of which does not matter as long as the union doesn't choose to later argue that the position needs to be a union position solely on the fact that a union person has been doing the job. They have an agreement in place that this argument will not be asserted. Trustee Gustafson asked for clarification about the Board's upcoming decision on February 1st. Village Attorney Chatfield replied the Board has prerogative upon consultation with the Administrative staff, to make the determination as to whether that individual should occupy that position. There may be another question that arises at that point or somewhere between now and then depending on what eventuates as the result of the discussions with the Union about the nature of the position itself. Trustee Browning clarified that both sides have many options. Village Attorney Chatfield said the intention is to make certain to work things out so that everyone is pleased as best as possible and the Village will function correctly. Deputy Mayor Ferguson asked if the grievance was dropped. Village Attorney Chatfield clarified the grievance has been withdrawn. Deputy Mayor Ferguson made a motion to appoint Pearl Fuller to the position of Confidential Assistant to the Clerk-Treasurer effective August 1, 2015 provisionally for 6 months; at February 1, 2016 a review will take place in regards to the permanency of the appointment. The motion was seconded by Trustee Browning. The motion was approved with Mayor Butterfield, Deputy Mayor Ferguson, Trustee Gustafson, and



Village of North Syracuse
Regular Board Meeting
Thursday, September 24th, 2015 4:30 PM

Trustee Browning, all voting in favor of the same.

RESOLUTION # 162-15

**AUTHORIZE MAYOR TO SIGN AGREEMENT WITH
C. POLHAMAS – ARCHITECT FOR LONERGAN PAR ENHANCEMENTS**

The Board had received the agreement that outlines the scope of services that will be performed by C. Polhamas. Trustee Browning made a motion to authorize the Mayor to sign the agreement for a scope of services with C. Polhamas not to exceed \$16,500 (\$1,000 to be paid upon signing). The motion was seconded by Trustee Gustafson. The motion was approved with Mayor Butterfield, Deputy Mayor Ferguson, Trustee Gustafson, and Trustee Browning, all voting in favor of the same.

RESOLUTION # 163-15 AUTHORIZE MAYOR TO APPROVE SPECS ON OR BEFORE OCTOBER 9TH, 2015

Due to the minimized timeframe and scope, Mayor Butterfield made a motion to be authorized to approve the specifications as soon as they are completed which will take place prior to the next Board meeting. The motion was seconded by Trustee Browning. The motion was approved with Mayor Butterfield, Deputy Mayor Ferguson, Trustee Gustafson, and Trustee Browning, all voting in favor of the same.

RESOLUTION # 164-15

**AUTHORIZE BID OPENING DATE OF OCTOBER 21, 2015 AT 10:00 AM
WITH AN AWARD ON OCTOBER 22, 2015 BOARD MEETING**

Deputy Mayor Ferguson clarified that the County is not getting involved in the bid process. He made a motion to authorize the bid opening to take place on October 21, 2015 at 10:00 AM at the Architect's location on 114 East Genesee Street, Fayetteville, NY 13066 (subsequently changed to Village Hall 10/07/15). The plan to award to the lowest bidder will take place at the Board Meeting on Thursday, October 22, 2015 at 4:30 PM. The motion was seconded by Trustee Gustafson. The motion was approved with Mayor Butterfield, Deputy Mayor Ferguson, Trustee Gustafson, and Trustee Browning, all voting in favor of the same.

NEW BUSINESS:

REDEVELOPMENT OF 201 S. MAIN ST. – PRESENTED BY SYRACUSE REALTY

Mayor Butterfield invited representative of Syracuse Realty Group to speak. Ozzie Crisalli said he represents Syracuse Realty Group located on the corner of Ferguson and Main Street. He continued that it is his intention to purchase the Dollar Store building and make that a Village Commons, a two-building complex. He would like to get back in front of the School Board to request RPTL 485A status



Village of North Syracuse
Regular Board Meeting
Thursday, September 24th, 2015 4:30 PM

as the Village currently has in place and adopted. There was one previous failed attempt to do this; but now that there is a new group, he will attempt again, and requests the support of the Board in this endeavor. He suggested that perhaps even a written document showing support may help. He continued that he also represents the Chamber of Commerce and acknowledges the ongoing beautification of the Village and the great things happening here. The Chamber of Commerce would like to, in conjunction with the Village, market the Village as a walkable community and great place to live; thus increasing the real estate value of the Village. He said the Village website has a lot of traffic and asked if there is anyone in the Village he can work with. Deputy Mayor Ferguson asked what it means to have RPTL 485A Status. Mr. Crisalli replied that for 201 South Main Street, since it's already been passed as a mixed used building; the Town of Clay and the School has declined it. He thinks they are being shortsighted. Mr. Crisalli clarified that it is a tax-relief issue, the assessment today remains the same for the next 8 years, and then it goes up 20% per year. He would like this for both 201 South Main Street and the Dollar Store. Trustee Browning expressed support especially because the Dollar Store has been an eyesore for quite some time. Mayor Butterfield commended Mr. Crisalli on the look and color scheme of Village Commons. Mayor Butterfield reiterated that this tax-break would mean the buildings would be taxed at no more than the present value, the monies put in to improve will not be taxable for a few years, although it would gradually increase each year. Mr. Crisalli said it's a statewide program that the Village adopted and it only applies to mixed-used buildings. Mayor Butterfield said it is specific to our C-3 Village Center zone.

RESOLUTION # 165-15

**ENGAGEMENT LETTER – TRANSITION FROM KOAGEL AND VINCENTINI
TO BONADIO & CO., LLP**

One of the principals at our former auditing firm passed away. Former Auditors Koagel and Vincentini referred us to Bonadio & Co. LLP., a CPA firm that handles several government agencies. Deputy Mayor Ferguson made a motion to authorize the Mayor to sign the agreement for Bonadio & Co. LLP to audit fiscal year 2014-2015 Village Financials for \$11,750 and Court Financials for \$2,000. The motion was seconded by Trustee Gustafson. The motion was approved with Mayor Butterfield, Deputy Mayor Ferguson, Trustee Gustafson, and Trustee Browning, all voting in favor of the same.

RESOLUTION # 166-15

APPROVAL OF CHANGE ORDER #5 – EZ PAVING/STREETSCAPE PROJECT

Mayor Butterfield recalled the Board received Change Order #5 that credits the Village for two detectable warning signals along Chestnut Street at George and Fairfield that were not installed. Trustee Gustafson made a motion authorizing the Mayor to sign the change order. Deputy Mayor Ferguson noted there are twelve punchlist items outstanding. Village Engineer Franco clarified this is separate from that. The motion was seconded by Trustee Browning. The motion was seconded by Trustee Gustafson. The motion was approved with Mayor Butterfield, Deputy Mayor Ferguson,



Village of North Syracuse
Regular Board Meeting
Thursday, September 24th, 2015 4:30 PM

Trustee Gustafson, and Trustee Browning, all voting in favor of the same.

ATAXIA DAY – SEPTEMBER 25TH – PROCLAMATION CEREMONY ON 9/25/15

The Board has received a copy of the Proclamation to be presented on September 25th at Northern Onondaga Public Library at 2:00 PM. Trustee Browning and Trustee Gustafson will be present. This event is held annually to recognize Ataxia Day as we have an Ataxia Coordinator who resides in the Village. Approximately 150,000 individuals are affected by hereditary sporadic Ataxia in the United States.

Proclamation

Whereas, the national Ataxia Foundation strives to meet the goals of locating patients and persons at risk and encourages complete neurological examinations to make early and correct diagnoses, increase awareness about these hereditary disorders by having accurate information about ataxia available through several education programs for physicians, health professionals and the public, and

Whereas, the National Ataxia Foundation seeks to prevent the spread of these disorders by encouraging genetic counseling to help affected individuals and families make decisions about family planning and support research projects designed to better understand the cause of ataxia and to institute new treatments and research, and

Whereas, Ataxia is an often fatal degenerative neurological disorder that affects balance, coordination and speech and can strike anyone at any time without regard to age, gender, race or creed. There is no known cure; the only defense is research and prevention through education.

Therefore, I Gary Butterfield, Mayor of the Village of North Syracuse do hereby proclaim today, September 25, 2015, as ATAXIA AWARENESS DAY in the Village of North Syracuse

In Witness Whereof, I have hereunto set my hand and have caused the seal of the Village of North Syracuse to be affixed this 25th day of September, 2015.

ATTORNEY REPORT: No report.

ENGINEER REPORT: No report.

DEPARTMENT HEAD REPORTS:

Police Department: Absent.



Village of North Syracuse
Regular Board Meeting
Thursday, September 24th, 2015 4:30 PM

Fire Department: Fire Chief Ellis noted that September is National Preparedness Emergency Awareness. Annual Open House/Safety Day on October 3rd from 10:00 AM – 3:00 PM and the Ladies' Auxillary Chicken BBQ fundraiser is on October 24th.

Public Works Department: DPW Superintendent Wilmer said paving is complete and they were able to get Singe Drive and Northfield Drive done. The parking lot will be sealed possibly in the spring as the lowest bidder has not been in contact with us. He is moving on to the next contractor but it is getting late in the season to begin work.

Parks & Recreation Department: Parks Director Roth said that Lonergan Park is looking good thanks to the DPW Department. Village Halloween Party will be held at Saint Rose on Friday, October 23rd from 6:00 – 8:30 PM. The end of year statistics for the pool stats will be forthcoming.

Codes Department: Codes Enforcement Officer DiCarlo said Full Boar Craft Brewery and CJ's Auto Repair both passed at the Planning Commission meeting. As of today all fabricated stud stickers were posted on Sleeth Mill Circle and Slindes Woods Circle.

Clerk-Treasurer: Clerk-Treasurer Kufel said that she notified the Comptroller's Office that she won't be able to file the notes with the financial documents that are due on the October 1st.

DEPUTY MAYOR/TRUSTEES REPORT:

Trustee Gustafson: Thanked Fire Chief Ellis for a tour provided to her and her grandson. The Bunk-Ins did a great job showing them around and explaining everything.

Trustee Browning: Expressed her condolences to Gary Wilmer (his mother-in-law passed away) and Paul Linnertz (mother passed away), and to the former employee of Police Department Judy Sullivan. She also corrected her comments from last Board Meeting minutes wherein she thanked the DPW Department for mowing over at Meals-On-Wheels to get around. She noted that Sleeth Park is part of the Village; it was donated to the Village so people can get in and out of Sleeth Park.

Trustee Linnertz: Absent.

Deputy Mayor Ferguson: Reported Fire Chief Ellis was greatly involved in the recent Public Safety Meeting. He will be circulating to everyone a new hydrant marker project to mark all the fire hydrants in the Village. Perhaps people can choose to adopt a hydrant for \$20. Fire Chief Ellis said the Village has 204 fire hydrants. These markers would prevent damage by plows during the snowy season as hydrants can get buried in snow. Also, at the remainder of the year it helps the Fire Department locate them. The overall total project for every hydrant in the district would be \$9,000 or for just



Village of North Syracuse
Regular Board Meeting
Thursday, September 24th, 2015 4:30 PM

the Village alone the cost would be \$3,300. Fire Chief Ellis provided an aerial view map of all the hydrants in the Village that will be placed at Village Hall – Conference Room. Deputy Mayor Ferguson said the next Public Safety Committee meeting will take place on Monday, December 7th, at 4:00 PM at the North Syracuse Community Center. There is a new Public Safety Critical Incident Management Course coming up at the Community College that would be great for emergency personnel. It is free for Public Officials and emergency personnel. He took this course last year and found it worthwhile.

MAYOR'S REPORT:

Mayor Butterfield said NOPL (Northern Onondaga Public Library) will be celebrating their 20th anniversary on Saturday, September 26th from 11:00 AM – 5:00 PM.

He recalled that about five years ago, the County began to keep the sales tax monies that used to come to the Village and this greatly impacted our budget. At the recent Mayor's Meeting they discussed asking Legislators for additional VIP monies (Village Improvement/Infrastructure Projects). The tax cap we are facing is not a 2% tax cap threshold but rather 0.73%. The President of NYCOM (New York Conference of Mayors) discussed a Health Care Consortium. A representative from Senator Schumer's office as well as the County Executive will be attending the upcoming meetings.

He received a call from SMTC (Syracuse Metropolitan Transportation Council) about a study to open up Chestnut Street and the report is imminent. We will be able to review the recommendation. Village Engineer Franco spoke of the opening of the Church Street being explored in part of the Village Master Plan.

Trustee Browning made a motion to adjourn at 5:18 PM. The motion was seconded by Trustee Gustafson. The motion was approved with Mayor Butterfield, Deputy Mayor Ferguson, Trustee Gustafson and Trustee Browning, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel
Village Clerk/Treasurer