

VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, March 8, 2018 @ 6:30 PM
North Syracuse Community Center
700 South Bay Road, North Syracuse, NY 13212

The Village of North Syracuse Regular Board Meeting began at 6:30 P.M. with the Mayor Gary Butterfield asking everyone to join him in the Pledge of Allegiance and then a moment of silence in observance of the memory of Justice Robert Bertrand.

Roll Call: Mayor Gary Butterfield, Deputy Mayor Diane Browning, Trustee Pat Gustafson, Trustee Chuck Henry, and Trustee Kevin Parker.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, Codes Enforcement Officer Brian Johnstone, DPW Superintendent Gary Wilmer, Fire Chief Chris Strong, Parks Director Teresa Roth and Police Chief Steve Rotunno, and Village Engineer Amy Franco.

Personnel Absent: Village Attorney Scott Chatfield.

RESOLUTION # 039-18

APPROVAL OF BOARD MEETING MINUTES

Trustee Parker made a motion to approve the minutes from the February 22nd, 2018 Board Meeting. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 040-18

GENERAL FUND ABSTRACT APPROVAL

Deputy Mayor Browning made a motion to approve the General Fund Abstract #20 in the amount of \$114,116.63 covering Voucher #1071 to Voucher #1116. The motion was seconded by Trustee Parker. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 041-18

CAPITAL FUND ABSTRACT APPROVAL

Deputy Mayor Browning made a motion to approve the Capital Fund-Rescue 7 Abstract #20 in the amount of \$8,500 covering Voucher #4. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 042-18

SEWER FUND ABSTRACT APPROVAL

Trustee Parker made a motion to approve the Sewer Fund Abstract #20 in the amount of \$55.00



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covering Voucher #13. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 043-18

BUDGET TRANSFER(S)

The Mayor explained the transfer of money received from NYMIR to cover costs associated with an individual damaging Police Vehicle while being detained. Trustee Gustafson made a motion to approve the budget transfers from A2680 Insurance Recoveries to increase A3120.476 Police Dept. Vehicle Mtc. in the amount of \$2,153.12. The motion was seconded by Trustee Henry. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

OLD BUSINESS:

**PENDING: DISCUSSION OF VILLAGE HALL SCHEMATIC-
HARMONY ARCHITECTURAL ASSOC.**

The Mayor stated the last meeting we tabled a discussion about hiring an Architect for schematics for Village Hall and he would like to open it back up for further discussion. Deputy Mayor Browning asked if he had the price on it. Clerk-Treasurer Kufel stated the grand total \$5,980 and the price on the schematic is \$2,080. The Mayor stated the \$2,080 will give us the sketches, the concepts and if we approve that then we will go ahead and produce working drawings. He went on to express that he is in favor of it. Trustee Gustafson stated again, she is opposed to it. The Mayor went on to explain that again if we do get the opportunity to proceed we would be ready; as we call it "shovel ready." Deputy Mayor Browning asked if there are any funds available to help pay for it. The Mayor explained we probably can find the \$2,000. Deputy Mayor Browning clarified that she meant the whole thing. The Mayor went on to say no, if we have the drawing then we can go to our elected officials and ask. He stated he thought that we would stand a pretty good chance because of the ADA requirements and the fact that we are not legal. Trustee Henry spoke of waiting until after the Budget is done. The Mayor stated at our Staff Meeting we agreed we are to going send out to the Dept. Heads the first model and that is coming up pretty quick so we will do that; he tabled until after Budget or the first meeting in April.

**DISCUSS 2017 COMMUNITY DEVELOPMENT
MONIES-MODIFY ORIGINAL PROJECT**

The Mayor stated the original project was to spend that money of which we have already been



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awarded on Rt. 11 sidewalks. He continued since the award; we were notified the state is going to replace the sidewalks on Rt. 11. He explained they are going to be wider, compliant sidewalks, so we did not think that it was a good use of those funds; to put in 4' sidewalks when the state is going to pull them up to put 5' sidewalks. He spoke of a meeting held with representatives from the state, county, our engineer, Village Clerk-Treasurer Kufel and himself to come up with suggestions as to where to spend the money. He stated we are waiting for them to say yes; you can change. He continued because we did the environmental review; it is hard for them to say we can use it somewhere else, but that is what we are waiting for is the county to tell us it is O.K. He continued our number one thought is to use them over on Church Street. Trustee Gustafson asked if they do not accept any proposal will we lose the grant. Mrs. Franco stated there are varying degrees of proposal. She continued we want to chip away at the Village's contribution towards that TAP Grant, so that was number one. She explained because it is in a newer area that we have not really done Community Development work before on Church Street; they need to do this environmental review. She went on to explain the next would be option B., to do some other work in the areas that we have already done, like the light poles on Main Street and doing some more of those areas of sidewalk that have already been done. She continued so we would not lose it; it would just be which project it went to so; obviously the Mayor would let you know when they got back to us. She continued it is HUD money so they have to get approved through that way. The Mayor stated that is where we stand; we do have the money coming to us. He continued he did not want to spend the money in an area that was going to be destroyed.

NEW BUSINESS:

RESOLUTION # 044-18

SMART WATT PROGRAM

The Mayor stated he would let DPW Superintendent Wilmer and Parks Director Roth fill us in; the Trustees got the print out of what is going on. DPW Superintendent Wilmer stated recently they had Smart Watt come and do an audit of the five buildings to switch everything over to L.E.D.s. He continued we looked at it, the total cost would be \$ 34,400; the cost to the Village would be \$15,000 and the payback would be about 23 months. He stated it would be a pretty decent cost savings a year and we will save about \$9,000 a year on our utility bills; we are looking to see if we can go forward with this. The Mayor stated this is not a budgeted item, but it is a quick payback item; once we get through 23 months we will be saving \$9,000 a year. Much discussion went back and forth about the various ways to have the departments share the cost that was not budgeted in this year's budget. Parks Director Roth explained the proposal was based on price guaranteed for 2018 pricing. She explained the time it took for processing the payment to actually get it up and going. The Mayor stated for all of you that are not aware; we did all our street lights in L.E.D.'s. Village-Clerk Treasurer Kufel shared the savings so far is about \$26,000 that we have saved, so it is significant. She added the



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savings would probably be \$34,000. Deputy Mayor Browning made a motion to open it up for discussion and upon further discussion they agreed to go with the Smart Watt Program and take the savings from the Street Lighting to cover the cost. The motion was seconded by Trustee Parker. The motion was approved with Trustee Gustafson, Trustee Henry, and Trustee Parker, Dep. Mayor Browning, voting in favor of the same.

DISCUSS FOOD TRUCK VENDORS/FEE SCHEDULE

The Mayor stated two food vendors have expressed a desire to set up in the Village. He continued we have the fee schedule with an agreement for them to sign, but we have found out that we are not up to speed with our neighboring communities. CEO Johnstone explained the length of time in our code was concerning to her and not get her through the summer. He stated the other one would like to set up for an event at the Full Boar Brewery who does not serve food at their business, but allows food to be brought in; he thought it would be good for the business in the Village. He explained a background check for all who work the truck along with the other information to be supplied with the application which requires specific location, hours, placement, and length of time they will be there. He explained our current code allows 120 days or 3 days with one renewal for 30 days. After much discussion the Mayor recommended leaving it at \$200 for the year. CEO Johnstone explained the need to change the Code to conform to this.

DISCUSS/REVIEW SPECIFICATIONS FOR TRASH BID

The Mayor stated the next item is to review the specifications for the Trash Bid. He continued as you know we are in the last year of our contract as we need to rebid soon. He went on to say we had hoped to have it ready for tonight. The Village Clerk-Treasurer, DPW Superintendent and himself all met to review the changes, ideas we got input from our current trash hauler, and we are working with the county as well. He continued the base bid will be to continue on with the manual pickup with an alternate to be automated. He spoke of the Poll Question on the website and so far they are more in favor of automated, but the sampling is not large; it is 16. The Mayor went on we would leave the option of when with the successful bidder. He stated our new contract starts June 1st; they may need to order trucks and go through an education process. He added we are putting in the specs that they will need to educate as well. The Mayor stated by next meeting they should have the specs ready. Village Clerk-Treasurer continued that she found out that the current contract has a 60 day extension too, so if this is delayed into July, hopefully not, but we do have that option too. Trustee Henry asked if we are responsible for disbursing the bins. The Mayor explained at least our current hauler would want to own them himself and he would just factor it in to his contract, so we would want to go for a longer contract, so you would factor that in. He stated the Village would buy them



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and that is another option, but we would have to store a bunch of them, so he would rather leave it up to the hauler. The Mayor stated by next meeting we will be able to have some specifications.

CITIZENS' VOICE: The Mayor invited anyone that wished to share concerns or thoughts to address the Board. Ashley Gonzales stated she wanted to introduce herself along with Joann Vega; we are part of the World Missions Society Church of God and we are located at 137 Gertrude Street. We just wanted to introduce ourselves to the North Syracuse area, because we tend to do a lot of community efforts. She went on because they are located here. She stated that she has worked with Parks Director Roth cleaning up the local parks. She continued we are sitting in to listen to what the community actually needs, because it is one way to plan the community efforts. She stated that they want to do something that the community can benefit from, so if you have any ideas or anything in particular that the community needs; they would be happy to listen.

Pat Ferguson stated May 26th, 2018 is the Village Festival and she came to ask for money and a bunch of other things and volunteers. She explained it is an all-day event that is kid based, family oriented, bounce houses, bands and Parks Director Roth takes care of most of it. She stated she came to say thank you; the Police were really good the other night. She spoke of Arbor Day being April 27th and asked that they let her know what time is good for the Board. She stated already they have talked to the DEC and they are on board. She continued Lee Turner can be there. She asked DPW Superintendent Wilmer if Centerville is good for a tree to be dedicated. DPW Superintendent Wilmer stated he was not sure yet; he sent out a feeler for our tree, who we are going to dedicate it to and he does not think it has been decided yet. Pat Ferguson asked that he let her know, so she can write it up. She spoke of March 25th being Bunny Breakfast and if any of you want to donate money she will take it for the Festival. She shared Ms. Desimone and Trustee Gustafson came in today and they gathered \$325 towards the Festival and a few gift cards for raffle baskets. She spoke of the lighting program and she stated it works; they did it and they come in with tons of bulbs, so be ready. She went on it is a good program. The Mayor asked if anyone else would like to speak and no one responded, so he closed Citizens' Voice.

ATTORNEY REPORT: Absent

ENGINEER REPORT: Mrs. Franco stated the Community Development Application is due next Friday. She continued we are finalizing that and that will be submitted.

DEPARTMENT HEAD REPORTS:

Police Department: He had the newly appointed officer Mike Malvasi stop in at the Board Meeting,



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and he introduced him to each of the Board members. He stated they held the first Public Safety Meeting last Monday. He continued the guys did a great job Saturday night. He spoke of the winter storm Friday night and having worked closely with the Fire Department and DPW; with the wires down and stuff like that. He went on to say things have been going well.

Fire Department: Chief Strong stated he could not thank the Village Police Department enough; they respond to just about every call the Fire Department is dispatched to. He spoke of the unfortunate times we live in and the great feeling it is to have Law Enforcement on every call while their heads are on a swivel. He went on the support and quick response that they receive from the Police Department, DPW and CEO Johnstone when they are contacted; it is nice to see that it is working, and everyone is working cohesively. He stated KUDOS to our partners here at the Village. He continued we are moving forward on the SAFER GRANT that the Village supported. He shared they have been working on the marketing department to get our message out there to get some additional volunteers. He stated they had the purchase of a trailer forth coming that you will be seeing a requisition for that with our partners at Moyers Corners in Brewerton that was agreed upon. He continued Rescue 7, we will be going to Wisconsin the second week of April for a week and will be making the final inspection for the heavy rescue.

Public Works Department: He stated he thinks he is going to mount a flashing light out on that telephone pole on the corner of Wells and Rt. 11 where the car keeps hitting right there on the corner. He continued just the other day they had another car accident up there. He spoke with the heavy snow they had; they have had some trees come down and spent a lot of time picking up a lot of the trees and wires that came down. He stated luckily they have been fortunate enough to miss some of the storms that they have been calling for this week; tomorrow they are calling for a little bit more, but we should be in good shape.

Parks and Recreation Department: She stated she wanted to promote some upcoming events. She continued the Village Easter Egg hunt is scheduled for Saturday, March 24th; they just have to be Village youth between the ages of 12 and under and it will be held here at the Community Center starting at 10 AM. She went on then they will do the egg hunt over at the Centerville Park. She asked that they call her office to sign up so that they know how many goody bags to do. She continued Sunday, March 25th is the Bunny Breakfast. She stated their big Earth Cleanup Day is scheduled to happen on Saturday morning, April 21st; we are hoping to get community groups to sign up to help residents cleanup the parks and the streets. She continued she made contact with the manager at Home Depot and this was a great find. She went on he is in charge of what they call Team Depot doing community outreach and maintenance projects and things of that nature; he has signed up a group of his employees to help us with Earth Day and gave her \$50 to go get supplies for the Earth Day Event. She explained that she took him over to Lonergan Park and showed him an area that they



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want to replace some ceiling; painting and a couple of other things that she would love to have fixed when the bathrooms are remodeled and he is going to meet with her next week to fill out an application to get money to see if they can do those projects for us. She stated that she hoped that would be a great partnership. She continued they have a Driver's Safety Course set up on April 10th and 11th; if anyone wants to sign up they need to call her office to get a discount on the insurance.

Codes Department: He spoke of the FedEx Store at the former Maines Plaza located at 628 South Main Street; opened last week. He stated they are going to start the build out for the empty partial behind them probably by the end of next week and is going to be a Kick Boxing Studio/Gym kind of thing. He continued the empty Papa John's building located at 609 South Main Street will have a new pizza shop opening soon in that location. He stated he has heard nothing on the Old Dollar Store at 117 South Main Street for about a month, so he is not sure of the progress or what the finish date will be on that.

Clerk-Treasurer: She stated she is hoping to get some feedback on the first model that was out there and hopefully put out a second model; she has not gotten much feedback from the Trustees except Deputy Mayor Browning, who has come to her a little bit. She hopes to definitely have a second model by the next meeting that is a little bit more palatable. She spoke of having a Webinar today on the Fiscal Stress in general for the Villages, Cities and the Towns; which the Mayor sat in on some of it too. She shared they are coming out with a new Stress Designation within the next month or two for Fiscal Year ending 2017. She gave some history and stated in 2014 we were registered at 6.2, 2015 it was 15.9 and 2016 it was 19.2 which is mostly driven by the Fund Balance. She went on to say as you most know we took \$350,000 out of the Fund Balance for the Streetscape Project. She stated we are still in a very good designation and in a very good situation in comparison to most of the local and even all over the state actually. She spoke of in the near future when we get the new designation, she is thinking that might go down a little bit; because of we did not pull any money from the Fund Balance for this past year. She stated that there are many factors that go into that to name a few: it is population, income, federal and state aid; there are many factors that give the derivative of that. The Mayor asked that she explain how that is scored; low versus high and what the better number is. Village Clerk-Treasurer Kufel continued it goes from 0 to 100 and anything a below 44.9 is no designation; they are not going to tell you that you are doing very well, but you are doing well if you are under 44.9. She stated we are definitely doing well. She commented that there are many that are not doing so well. She explained you really cannot compare one from another, because you just do not know what is going on in some other municipality with sewers, etc. – all different, you just cannot compare really. Trustee Gustafson clarified the lower the number the better. Village Clerk-Treasurer agreed.

DEPUTY MAYOR-TRUSTEES REPORT:



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Trustee Henry: He stated the Bunny Breakfast is a wonderful thing every year and he gets to cook the pancakes. He continued the money that is raised goes to a good cause for the Family Fun Festival. He shared it is a great time for all the kids. He spoke of hoping to see everybody there.

Trustee Gustafson: She offered her sympathies to the Bertrand Family at the loss of Bob. She stated he was a great man, who did a lot for the Village and he will be missed.

Trustee Parker: No Report.

Deputy Mayor Browning: No Report.

MAYOR'S REPORT:

The Mayor stated as was mentioned the Police Chief headed up our Public Safety Meeting and the notes have been distributed to the Trustees. He continued next Monday, March 19th, at 11:00 AM here, there is a Meet n Greet. He spoke of our former Police Chief meeting with the local churches. He wanted to let our churches know what is going on with our Police, and our country, and what they deal with. He stated it was a good meeting and we are going to have it again, so that is March 19th. He spoke of a meeting on Monday, March 12th with the Supervisors of Clay and Cicero. He stated we got together for a meeting about three months ago to chat about our communities; he spoke of buying lunch and then never hearing back from them. He continued we had a meeting set up with Teamsters 317, but we had to postpone it, so Trustee Gustafson is going to work on setting up the next meeting. He stated we had asked County Legislator Casey Jordan for some help with the TAP Grant and he has not heard back on that. He shared that Meals on Wheels are having their annual help week which is March 19th-23rd; they are looking for volunteers to deliver, or help in kitchen. He also stated that they are having a spaghetti dinner on March 22nd, from 4-7 PM. He continued the Flower donations are going well. He stated we are not looking to break records, but everyone enjoys when the flowers are hanging on the poles, and we get a lot of comments; we are over a \$1,000 in donations already. He spoke of already mentioning the Poll Question of which more people are in favor of automated trash collection than are against.

The Mayor stated he would like to entertain a motion to go into Executive Session to talk about a personnel issue. He continued we will not be making any decisions when we come back out.

Trustee Gustafson made a motion to enter into **Executive Session** 7:10 P.M. to discuss a personnel issue. The motion was seconded by **Deputy Mayor Browning**. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

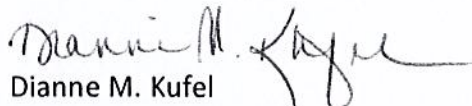


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Trustee Henry made a motion to return to **Regular Session** at 7:30 P.M. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, voting in favor of the same.

Trustee Parker made a motion to adjourn at 7:32 PM. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

Respectfully submitted,


Dianne M. Kufel
Village Clerk Treasurer

VILLAGE OF NORTH SYRACUSE

REGULAR BOARD MEETING

DATE: Mar. 8, 2018

PLEASE SIGN IN

Name

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Christy Sp

Torann Vega

5548 Bear Rd Apt 14F, 13212

Ashley Gonzalez World Mission Society Church of God

"New Church - Gertrude"

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