



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, May 14th, 2020 @ 6:30 PM

North Syracuse Baptist Church

420 South Main Street, North Syracuse, NY

The Village of North Syracuse Regular Board Meeting began at 6:30 P.M. with Mayor Gary Butterfield asking everyone to join him in the Pledge of Allegiance.

Due to the COVID 19 virus the meeting was relocated to the North Syracuse Baptist Church and it was closed to the public but was streamed over Facebook Live for their input. A notice was published that this was not open to the public although we welcome any questions to be sent into the clerk.

Roll Call: Mayor Gary Butterfield, Trustee LouAnn St. Germain, Trustee Chris Strong and Trustee Fred Wilmer and Dep. Mayor Gustafson.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, CEO Brian Johnstone, DPW Superintendent Ed Ware, and Village Attorney Robert Germain.

Personnel Absent: Parks Director Teresa Roth (Covid), Fire Chief Bob Liberatore (Covid), and Amy Franco Village Engineer (Covid).

RESOLUTION # 082-20

APPROVAL OF BOARD MEETING MINUTES

Dep. Mayor Gustafson made a motion to approve the minutes from the April 23rd, 2020 Board Meeting. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

RESOLUTION # 083-20

GENERAL FUND ABSTRACT APPROVAL

Trustee Wilmer made a motion to approve Abstract #25 in the amount of \$168,077.77 covering voucher # 1377 to 1437. The motion was seconded by Dep. Mayor Gustafson. After much conversation regarding Voucher #1402 (Emergency Medical Supply), it was decided to remove this and approve Abstract #25 for \$162,545. This motion was made by Trustee Wilmer to approve the Abstract #25 in the amount of \$162,545. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

RESOLUTION # 084-20

SEWER FUND ABSTRACT APPROVAL

Trustee Wilmer made a motion to approve the Sewer Fund Abstract #5 in the amount of \$36.32



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covering Voucher #24. The motion was seconded by Trustee Wilmer. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

RESOLUTION # 085-20

BUDGET TRANSFER(S)

The Mayor stated the transfer to cover loss-covered by insurance company. Trustee Wilmer made a motion to approve the budget transfers from A2680 Insurance Recoveries to increase A5110.21 Street Mtc. Flashing Ped. Crossing in the amount of \$3153.50. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

RESOLUTION # 086-20

BUDGET TRANSFER(S)

The Mayor stated the transfer to cover increased costs of Heritage Park enhancement project for paving with funds not being used in other park accounts; paving bid higher than anticipated. Trustee Wilmer made a motion to approve the budget transfers from: \$395 from A6772.448 Bus Rental Seniors, \$2,500 from A7110.29 Park Cameras, \$550 from A7550.417 Celebrations Misc., \$600 from A7110.422 Electricity, \$475 from A7110.443 Equipment Rental, \$605 from A7110.446 Equipment Park WiFi, \$530 from A7140.448 Bus Rental Playground, \$175 from A7180.412 Uniforms, \$900 from A7180.475 Pool Bldg. Maint., \$400 from A7181.22 Comm. Ctr. Bldg. Maint., \$2,250 from A7181.422 Comm. Ctr. Electricity, \$655 from A7020.466 Training to increase A7110.20 Parks Heritage Park SAM Grant in the amount of \$10,035. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

RESOLUTION # 087-20

BUDGET TRANSFER(S)

The Mayor stated the transfer for Watchguard Body Camera attachment. Dep. Mayor Gustafson made a motion to approve the budget transfers from A3120.415 Police Dues/Subscriptions to increase A3120.231 Video Recording Equipment in the amount of \$338.75. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

RESOLUTION # 088-20

BUDGET TRANSFER(S)

The Mayor stated the transfer for an unexpected expenditure. Trustee Wilmer made a motion to approve the budget transfers from A3120.426 Police Messaging to increase A3120.24 Equipment Computers in the amount of \$21. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.



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RESOLUTION # 089-20

BUDGET TRANSFER(S)

The Mayor stated the transfer removing/replacing vehicle equipment for 2 new vehicles. Trustee Wilmer made a motion to approve the budget transfers from A3120.426 Police Messaging to increase A3120.21 Emerg. Veh. Equip. in the amount of \$1,447.43. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

OLD BUSINESS:

**VACANCY PLANNING COMMISSION: IF
INTERESTED CONTACT MAYOR**

The Mayor stated this still remains vacant, he stated he did get a lead for someone, so he will be contacting and reaching out to that person before the next meeting.

RESOLUTION # 090-20

**VACANCY ZONING BOARD OF APPEALS:
APPOINTMENT OF D. BROWNING**

The Mayor stated there was a vacancy on the Zoning Board of Appeals and someone came to him and asked if they could serve. He continued he is pleased to announce that Diane Browning is going to serve on the Zoning Board of Appeals. He added she is taking the place of Judy Hamel who resigned most recently; this term will be effective 05/15/2020 and will expire on 07/01/2020. Dep. Mayor Gustafson made a motion to appoint Diane Browning to the Zoning Board of Appeals to fill the vacancy of Judith Hamel which will be effective 5/15/2020 and expire on 07/01/2020. The motion was seconded by Trustee Wilmer. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

**CENSUS 2020: ONLINE OR PAPER-
IMPORTANT TO COMPLETE**

The Mayor stated the next item is the 2020 Census and if you have not done the Census yet, you need to do it. He continued that this helps us as a Village for the next 10 yrs.

**2019 COMM. DEV. MONIES: GROVE ST.
SIDEWALKS-UPDATE/SURVEY**

The Mayor stated the next item on the agenda is the 2019 Comm. Dev. Monies for the Grove St.



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sidewalks. The Mayor explained in order for us to complete the drawings and specs. we have to have a survey done, so CHA is engaging their surveyor.

TAP GRANT: COSTELLO PAVING CONTRACT SIGNING

The Mayor stated the next on the agenda is our TAP Grant, it is getting close, the bidder designated as Costello is starting to fill out the process, and he needs to complete paperwork for the DOT to identify the sub-contractors to make sure he is meeting requirements of the DOT. The Mayor continued as soon as the DOT tells us he has met the qualifications, we are going to send him a contract. He stated he has a pre-bid meeting, Pre-Construction Meeting, they are going to use the small room at the Comm. Ctr. for their job site office.

NEW BUSINESS:

**DISCUSS ELECTRIC CAR CHARGING STATION:
CHARGE OR NO CHARGE**

The Mayor stated we have 2 charging stations that have been in place for about 1½ yrs. and we are just in the process of signing up for a maintenance agreement for them, the costing is approximately \$600. He continued we are a Clean Energy Community, so we are not charging anything for the charging station, it does get use; he asked CEO Johnstone to share what our use is and what the other municipalities are doing. CEO Johnstone stated he has not checked the usage in a while and does not know what it is costing the Village per month. He continued there are cars that are using it. He added most of the other municipalities that do have these are not charging a fee to use them. He stated that there are a few that do, there is one at Burdick Car Dealership that charges to use it, and there are a few at the Hotel at 7th North Street and Electronics that do charge, but ours is getting some use to it. He continued he did drive through the parking lot the other day and there was a car hooked up to it, he does not know how much DPW Sup't. Ware sees cars there. DPW Sup't Ware stated they do see cars quite often using it. Dep. Mayor Gustafson asked what the average cost is per use costing the Village. Clerk-Treasurer Kufel stated she did not have the answer for that, but she could forward the month reports to her that they send; it is kind of interesting, there are certain days and times that are busier than others. They agreed to revisit it in November 2020.

TREE REMOVAL: RIGHT OF WAY/HAZARDOUS

The Mayor stated the next item is trees in the right-of-way and since the Village is a Tree City, the Village Board is the "Tree Board". He continued we have specific code regarding trees that are in the right-of-way and the specific codes states if they are a hazard to any utility lines or a hazard to the



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roadway or a hazard to the public then it is our responsibility to do something with said trees. He added we have a person, who thinks that we should remove their tree, but it does not meet any of those criteria. He stated he has looked at it, the DPW have looked at it, so he thought that we would bring it up for discussion. He continued the particular person is not real happy, but it does not meet the criteria, it is leaning away from the road and there are no utilities of any kind in the way that would be affected if it did fall; one branch did fall, but we do not know the health of the rest of the tree, it is old, but there is also 10 to 15 trees just like it in the near vicinity. He added if we are on the hook for that one, we are going to be on the hook for all of them and that would not be an expensive proposition. He asked the Tree Board what their pleasure was. Dep. Mayor Gustafson stated she thinks they have to follow the rule as it is written, we cannot make exceptions. Trustee Strong stated there are a lot of smaller branches on Elm St. He spoke of that being a block that he walks frequently and he is constantly picking up smaller branches up off the street, for a 2 block street, the whole Village has a lot of older branches more and more. The Mayor added as you drive around Elm St. has a particular concentration of older trees that are right up tight to the road; he does not think that there are a lot of streets that have that, but there are a lot of them on Elm St. Trustee Strong stated 206 is completely leaning across the road and he feels that is leaning over wires on the opposite side of the street. The Mayor stated we are the Tree Board, but we do not have any expertise, so we would need to get experts there to tell us. Trustee Wilmer asked if we could reach out to Cornell. The Mayor stated that Cornell is supposed to come out and do some trimming and pruning for us. DPW Sup't Ware stated they just come up with a smaller group to do smaller trees; kind of a maintenance. The Mayor asked if they could they look at the larger trees when they are here. DPW Sup't Ware continued he thought it would be a different group; this one is more tied in with Syracuse and they do not do large trees like that. He added he knew we had a tree survey done years ago, but he does not know if there was a fee involved with that. He stated he can definitely look into it, if we need a tree contractor it is going to be quite expensive. The Mayor encouraged the Tree Board to read up on the code for trees, if you have not already. He added tonight is just for informational purposes.

RESOLUTION # 091-20

DISCUSS/APPROVE THE HIRING OF A NEW POLICE OFFICER- REPLACEMENT FOR T. KEELER (RETIRED)

The Mayor stated the next item on the agenda is to discuss the hiring of a new police officer, and he knows of one retiring. He continued our staffing is 10 with the retirement of an officer we are down to 9 and there is a recommendation to appoint Officer Cushman as his replacement. The Mayor entertained a motion for discussion purposes. Trustee Wilmer made a motion for discussion purposes. The motion was seconded by Dep. Mayor Gustafson. Trustee Wilmer stated he would like to table this until he has time to go through some of the information and maybe we can bring it up at the next Board meeting. He continued he just got the information. The Mayor stated for some reason the emails to you did not show up. Trustee Wilmer stated he is missing 2 so far. Trustee Strong stated with Trustee



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Wilmer not getting it and we just got the information on Tuesday that it was going to be on the agenda and then the packets were Wednesday, so he thinks that is fair. Trustee Wilmer made a motion to table it to the next meeting. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

ATTORNEY REPORT: He stated working on quite a few things, but nothing to elaborate at this time.

ENGINEER REPORT: No Report.

DEPARTMENT HEAD REPORTS:

Police Department: No Report.

Fire Department: Chief Liberatore stated the following (via Facebook):

- They are waiting to see how Phase I. goes, before making additional decisions moving forward with the Fire Dept.
- Things are going well and no one ill at this point

Public Works Department: No Report.

Parks and Recreation Department: (Parks Director: Teresa Roth) She stated the following:

- The Family Festival and the Memorial Day Parade are cancelled for this year
- Toll Road Park-they have done a lot of clean up outside of the school house
- Heritage Park enhancement still progressing and Dog Park getting lots of use, over the next few weeks this project should be finalized
- Summer Program Flyer and Camp Registration is on hold until we get guidelines from the Health Dept., we may not be able to hold summer camp or open the pool; to be advised

Codes Department: No Report.

Clerk-Treasurer: She stated the following:

- Working on renewal of insurances: General Liability, Auto, Structures; finalizing all for the premium renewal. She asked her if something should arise with this COVID and opening up she had checked with NYMIR and there is no exclusion for disease or virus under the Liability, so they would provide defense if something should arise. She continued that she is working on closing the books; May is here and it is the end of the year and she is working to get everything



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finalized.

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee St. Germain: She thanked the Mayor for getting us all masks, so we are wearing them, or we would not be able to social distance, but we are. She spoke of Onondaga County opening at 12:01 this morning, so she guess we are going the right things, so we have to keep doing the right things. She reminded everyone, we cannot forget with everything opening up which is good, businesses curb side, everything; as long as you protect yourself, you protect everybody else too.

Trustee Strong: He stated reminded everyone to keep in the back of their minds that we are going to be facing a significant Sales Tax shortage. He continued they have not done another projection, but the last county's report was Onondaga maybe in the realm of \$44,000,000 short on sales tax, that was an early estimate; have to keep our eyes on. He asked that people keep supporting their local businesses as much as they can. He spoke of speaking with a Verizon Supervisor who stated around June 8th is their goal for removing the old wires and poles. He also saw Spectrum taking down some wires on old poles out of the ground on Chestnut St. He continued Heritage Park, "kudos" to Parks Director Roth, DPW Sup't Ware, and folks that have been involved with that; the drainage is in. He thanked DPW Sup't for all the work on that; he is looking forward to seeing the top coat and what the next phase of the Dog Park looks like.

Trustee Wilmer: No Report.

Dep. Mayor Gustafson: No Report.

MAYOR'S REPORT:

The Mayor stated it has already been mentioned that we are opened not too far from now. He continued but we still have to social distance and the retail establishments will be allowed to open, it is curbside or one person at a time to stay social distance; we just got to let it play out and trust that people are smart. He added NYCOM reached out to Villages and cities and asked if we would take a picture in our Village for a video, so they took one yesterday, we did not social distance, but we all had our masks on in front of one of our Village signs. He stated they did send it in and it is on our website. He continued we are still curtailing spending as we wind down the year, only necessary spending. He shared the Police Dept. is going to do a Parade, on Sunday May 24th; they have already done a couple going around the Village with lights and sirens. He stated since the Memorial Day parade is canceled and the Festival they stated we are going to go around the whole Village, and they reached out the DPW if they want to send a loader and the Fire Dept. just to let them know that we are still here. He continued Trustee Strong and he are still negotiating with the Police Dept. on a contract, making



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progress; the contract terminates on 5/31/2020. We are almost there he added, and perhaps do a "Letter of Intent" – locking us in. He stated last night he received an email regarding the rehab of our Engine that is over near Albany that there were some issues that no one new about until they opened it up. He continued there was an estimate for some additional work and that estimate stated there may be more, so he emailed back and told them to stop the presses. He added we are not going to do anything, until we investigate this, and find out if there was a design flaw or if there were any issues. The Paving at Heritage Pk. when it warms up they are going to topcoat and stripe. He shared today that we received the application for our AARP Grant which is for connecting all our parks with improved signage, spending some money to improve Sleeth Pk. that is a walkable nice spot, but not many people know about it. Mrs. Franco, our Engineer did a nice job on the presentation, so when we get a little further along, the deadline has been pushed out a little bit.

The Mayor stated he would like to entertain a motion to go into Executive Session to discuss a personnel issue and we will not be doing any more business when we come back out.

Dep. Mayor Gustafson made a motion to enter into **Executive Session** at 7:07 P.M. The motion was seconded by Trustee Wilmer. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

Trustee Strong made a motion to return to **Regular Session** at 8:40 P.M. The motion was seconded by Trustee Wilmer. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

Trustee Strong made a motion to adjourn at 8:41 PM. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel
Village Clerk-Treasurer