

VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, January 28th, 2021 @ 4:30 PM

North Syracuse Community Center

600 South Bay Road, North Syracuse, NY

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

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

Personnel Present: Village Clerk/Treasurer Dianne Kufel, CEO Brian Johnstone, Fire Chief Patrick Brennan, Parks Director Tony Burkinshaw, and Police Chief William Becker.

Personnel Absent: DPW Superintendent Ed Ware (Quarantine), Village Attorney Robert Germain and Amy Franco Village Engineer.

RESOLUTION # 012-21

APPROVAL OF BOARD MEETING MINUTES

Trustee Wilmer made a motion to approve the minutes (Facebook Livestreamed) from the January 14th, 2021 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 # 013-21

GENERAL FUND ABSTRACT APPROVAL

The Mayor stated included in this abstract are (2) bond payments, the Streetscape Bond and the Rescue 7 bond. Trustee Wilmer made a motion to approve Abstract #18 in the amount of \$245,814.29 covering voucher #933 thru #1004. The motion was seconded Trustee St Germain. Trustee Strong spoke of needing a motion if we are going to alter the Trustees Stipend on the Cell Phone Acct., but we can do that later on. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

RESOLUTION # 014-21

BUDGET TRANSFER(S)

The Mayor stated money transfers are to balance account. Trustee Wilmer made a motion to approve the budget transfers from A5110.445 Building Repairs to increase A5110.21 Equipment in the amount of \$930.96. The motion was seconded by Dep. Mayor Gustafson. Trustee Wilmer asked if there was a reason why we needed to balance the account. Village Clerk-Treasurer Kufel stated she looked it up and sees Harbor Freight, but does not know why and cannot answer for them. The Mayor asked who it was by. Village Clerk-Treasurer continued Ed Ware and Sue Bucci, the DPW. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.



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RESOLUTION # 015-21

BUDGET TRANSFER(S)

The Mayor stated money transfers to Fund Body Sub frame repairs found during E-6 Rehab. Trustee Wilmer made a motion to approve the budget transfers from A3410.476 Vehicle Mtc. to increase A3410.200 E-6 Rehab in the amount of \$10,660.83. 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.

OLD BUSINESS:

MEMORANDUM OF UNDERSTANDING-SEPARATE SCHEDULE

The Mayor stated the Memorandum of Understanding, because it is a personnel issue, so he wanted to finish agenda and then go into Executive Session.

**IN PROGRESS/MORE DATA: AGE REDUCTION FOR THE
CURRENT LOSAP-SERVICE AWARD PROGRAM**

The Mayor stated next is on the agenda is in progress, more data for the LOSAP Agreement Service Awards Program, we have gotten information from our carrier requesting more information; so we may need a Zoom Mtg., so that is just for discussion purposes and we are still working on that.

**TRASH AS OF 6/01/2021-COMMERCIAL BUSINESSES:
ALLOWED (1) PAIR ONLY-NOTIFICATION**

The Mayor stated next we are still talking about the Commercial Businesses with only (1) Pair of Trash Cans. He continued we need to keep this on the agenda and notify the business owners, so we can keep this out there. Much discussion went back and forth regarding notifications going out to businesses monthly starting in February, until the bills go out in June 2021. The letter states the point of contact is the Codes Dept.; however Syracuse Haulers will be who they call for a second set, they will be billed by the hauler and they will deliver them. They discussed the tracking process and how it will be handled.

NEW BUSINESS:

RESOLUTION # 016-21

**DISCUSSION ON LONERGAN PARK: STRIP OF LAND REFERENCED IN
REFERENCED IN RESURFACING PROJECT ON MAIN STREET**



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Trustee Strong made a motion to approve and authorize the Mayor to sign the agreement to transfer the deed of 225 sq. ft. at the Lonergan Park entrance to the DOT with approval of Atty. Germain and if needed Atty. Germain will generate an Agreement. 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.

DISCUSSION ON FIRE DEPT.

The Mayor stated he had met with the Fire Chief and Dep. Chief to share his ideas for some potential consolidation, if possible. He spoke of the new state senator reaching out to see if he had projects that needed money and he shared the Fire House. Fire Chief Brennan spoke of a committee with all having input regarding possibly selling Sta. #2. Items to look at: the appraisal value, their training concerns and ample space, future needs of the Fire Dept. and costs involved. He went on modifications needed to Sta. #1: adding on another bay, a second floor for training, costs versus available monies/grants and future needs of the Fire Dept.; need to see if feasible, have the architectural rough sketches, but very early stages. He added this also affects the DPW, is very difficult for them to access off of Ferguson Ave., but because we are talking about putting in a roadway, this will give them a safe means of ingress/egress coming off Chestnut St. The Mayor suggested getting some appraisals and a committee together at the Fire Dept. to see how they can best utilize the addition that incorporates the training with everybody in house. Trustee Wilmer made a motion to approve the appraisals of some properties not to exceed \$3,000 for both Sta. #2 and the other properties. Dep. Mayor Gustafson asked if it could be amended to be Sta. #2 and the properties on Chestnut St. Trustee Wilmer agreed to amend it the motion to read to approve the appraisals of Sta. #2 and other properties on Chestnut St. 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 # 017-21

**DISCUSS/APPROVE PART-TIME "NEW CLERK" POSITION-
TEMPORARY THRU NOV. 2021: SAFER GRANT**

The Mayor stated next we have a Part-time New Clerk Position temporary thru Nov. 2021. He continued we had a Safer Grant is shared by 3 Fire Depts., there is still time and money left, but if we do not spend it, we lose it. He added the Part-time Clerk is going to assist with social media and exposure to assist with recruitment; all associated with the Safer Grant that will get reimbursed to the Village, for the monies that we spend. Trustee Wilmer made a motion to authorize the creation of an additional part-time Clerk position associated with the Safer Grant social media and recruitment. 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.



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RESOLUTION # 018-21

**DISCUSS/APPROVE HIRING L. PERES AS A TEMPORARY
FIREHOUSE CARETAKER REPLACING T. ZACHOLL**

The Mayor stated next item on the agenda is to discuss and approve hiring L. Peres as temporary Firehouse Caretaker to replace T. Zacholl. Trustee Wilmer made a motion to approve hiring of L. Peres as a temporary Firehouse Caretaker at \$15.00/hr. effective 01/29/2021. The motion was seconded by Trustee Strong. The Mayor added Mr. Zacholl cannot do part-time anymore, because of his other employment, but he has helped with many things and put a lot of things together with the skill level he has. He explained he may come back and this is why this is a temporary position. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

RESOLUTION # 019-21

**DISCUSS/AUTHORIZE THE MAYOR TO SIGN THE CLAY
FIRE PROT. AGREEMENT FOR 2021**

Dep. Mayor Gustafson made a motion to authorize the Mayor to sign the Clay Fire Prot. Agreement for 2021. 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.

RESOLUTION # 020-21

**DISCUSS/APPROVE THE IMA W/TOWN OF CICERO
HIGHWAY DEPT. ,IMA W/TOWN OF CLAY AND
WAIVER OF CONFLICT OF INTEREST**

The Mayor expressed a big thank you to the Town of Cicero and the Town of Clay. He spoke of a call from DPW Sup't. Ware stating half of the DPW crew either tested positive, actually are sick and the rest of them were going to be tested yesterday as rapidly as they could. He stated what it amounts to is they either have COVID or they are quarantined, so that leaves us with nobody. He added as this is winter, so he reached out to the Towns of Clay and Cicero, and asked if they could help us, both Supervisors agreed to help. He stated their DPW Superintendents got in touch with DPW Sup't Ware and made those arrangements. He spoke of the Fire Chief sanitizing the DPW Bldg. and Equipment, people volunteering on our Facebook page to get in trucks, former DPW Sup't Wilmer agreeing to help out plowing parking lots and sidewalks, if the towns were not available, so this has worked out tremendously. He referenced meetings he attended regarding shared services with the Town Supervisors over the last couple of years as to how they could help each other and have a new sewer jet if they needed to use it. He spoke of a call from DPW Sup't Ware this morning indicating both Cicero and Clay doing a salt run on their sides, the parking lots were plowed and even the sidewalks got done. He shared he contacted the union rep for the CSEA, he explained what we were up against, and he stated we would suspend until the men come back, so we have an MOU from them. He stated next Wednesday is when they will all get off quarantine, so we have to get from here to Wednesday with



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help from others. He added with all that being said, we have an agreement with the Town of Cicero Highway Dept. and a Waiver of Conflict of Interest. He explained that is because of Atty. Germain who represents both the Town of Cicero and the Village of North Syracuse, so he cannot be without a waiver, so we have to sign this waiver of Conflict of Interest and also a Municipal Agreement between the Cicero Highway Dept. and us; we asked Atty. Germain to prepare an agreement and Waiver of Conflict of Interest for the Town of Clay as well. Dep. Mayor Gustafson made a motion to adopt and allow the Mayor to sign the Intermunicipal Agreement(s) between the Village of North Syracuse and the Towns of: Cicero and Clay along with the Waiver of Conflict of Interest Letter(s) for Atty. Germain to provide temporary Highway Department Services to the Village. 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 # 021-21

**DISCUSS/APPROVE THE INCREASE TO THE
COMM. CTR. NON-VILLAGE FEES**

The Mayor stated next is to approve the increase to the Comm. Ctr. Non-Village Fees; our new Parks Director shared his ideas about the increase in fees, mostly because we have had an influx of rentals from Non-Village Residents. He continued the Board has seen the proposed rates. Dep. Mayor Gustafson made a motion authorizing the increase of the Comm. Ctr. Non-Village Fees which will become Exhibit A. of the minutes. 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. (Exhibit "A")

CITIZENS' VOICE: The Mayor invited anyone that would like to share concerns or thoughts via Facebook to address the Board.

Pat Ferguson of 215 S. Main St. thanked the DPW, prior to when they went into lockdown; they rescued her house and came with a plunger to use on the vent. She stated God Bless the boys, they are nice, polite and waited to make sure it worked. She shared a 2 yr. old flushed an item, it went thru her system, but clogged at the vent. Trustee Wilmer asked who was covering the sewer calls and offered to help.

Ken Ryan of 211 Herman Dr. spoke of leafing season, the machine had a bad heating sensor; the machine is fixed, but what really helped was the late snow. He spoke of the Tool Cat, it is known who actually hit the sidewalk for the damages on the machine.

The Mayor asked if anyone would like to speak and closed Citizen's Voice.

ATTORNEY REPORT: No Report (Absent).



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ENGINEER REPORT: No Report (Absent).

DEPARTMENT HEAD REPORTS:

Police Department: (Police Chief: William Becker): He stated the following:

- **Justice Reform Update:** NSPD posted a Survey Monday on all social media platforms, requesting citizens participate in an anonymous/confidential review. This survey is per Governors directives, targets community involvement in determining citizen satisfaction, confidence and trust in NSPD. The survey will be open to public until 2/8 when it will close and be evaluated; to date approx. 202 people completed the survey.
- So far for January: 1147 Total Calls for service, 679 Property Checks, 14 Domestic, 10 Motor Vehicle Accidents, 166 Traffic Stops, 85 Traffic tickets, 20 Arrests

Fire Department: (Fire Chief: Patrick Brennan) He stated the following:

- Firecom- wireless headsets, Firemen's Assoc. in partner with Fire Dept. purchased \$30,000 of safety equip. for the firefighters to reduce sound for better communication so driver, officer, and firemen can talk and it reduces hearing loss for all apparatus. Wants added to agenda for approval same type agreement like when the Firemen's Assoc. buys Chiefs car and gives to Village for \$1. Better for Liability for Village to take ownership of this, so Firemen's Assoc. giving to the Village.
- Fire Assoc. is made up active/inactive firemen, member/former members of Fire Dept. support the mission of Fire Dept., Assoc. have their Board and officers, to enhance firefighter safety
- Fire Assoc.-Thanksgiving partnered with Tops for turkeys, Cosco for pies and accessories for everybody
- Fire Assoc.-Christmas time put a note to support local businesses, went to 6 local businesses gave a signed letter for their family go to one of the local business for a take-out dinner of 4 to support our local businesses

Public Works Department: (DPW Sup't.: Ed Ware) No Report (Quarantine).

Parks and Recreation Department: (Parks Director: Anthony Burkinshaw) He stated the following:

- Thanked Board for approving the fees increase for use of Comm. Ctr. of non-resident usage, wants to make sure that they cover their costs especially with pandemic
- Been in touch with Family Festival Comm., we are looking at that
- Looking at an Easter event, Arbor Day, and Earth Day in April; planning things, looking ahead
- On our Facebook page on social media, have booked 5 bands already for summer out of 9, we are ready to go, as soon as some of this stuff gets lifted; can now take parties of 50

Codes Department: (CEO: Brian Johnstone) No Report.



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Clerk-Treasurer: (Village Clerk-Treasurer Kufel) She stated the following:

- W-2's went out today
- 1099's almost done with them
- Her computer crashed yesterday
- Flower letter- wants some take on. Mayor stated because of the pandemic and most come from small business, so wants to send letter to thank them for contributing over the years, more than to ask for money and then we will find the money in house to do the flowers this year. He continued if they want to contribute they can, but not going to ask, almost all small businesses and they are struggling. Trustees Strong, St. Germain agreed.
- Trash letters will start going out February 1st for extra totes
- Wanted to discuss cell phone amount going from \$35 to \$50, she is collecting, Mayor is and Dep. Mayor Gustafson; Trustee Strong concerned should there be a motion.

RESOLUTION # 022-21

**DISCUSS/APPROVE CELL PHONE STIPEND
TO ELECTED OFFICIALS**

Trustee Wilmer made a motion to approve cell phone stipend for any Trustee, going up to \$50 per month, if they so choose or keep it at a lesser amount. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Wilmer, and Gustafson, all voting in favor of the same. Trustee Strong voted Nay.

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee St. Germain: No Report.

Trustee Strong: He stated the following:

- Good news for Village Businesses yellow and orange zones loosened, good for sales tax and people wanting to get Comm. Ctr. for events.
- Still looking for Village Residents to sit on the Police Review Forum Committee, if still interested please reach out to Chief Becker. We will be doing a review and a "kick-off" meeting soon.
- Thanked Dept. Heads, he has seen on social media, at meetings and seeing positive thoughts about the things they will be doing and things that they will be doing for the Village, Fire Dept. new members, Parks- booking bands, going to put people in our parks for events.

Trustee Wilmer: No Report.



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Dep. Mayor Gustafson: She stated the following:

- She thanked the Mayor for intervening with this crisis that we have with the DPW. She also thanked our Village neighbors for helping out.

MAYOR'S REPORT:

He stated it was already mentioned that we are not in the yellow, so there is increases in business for our restaurants hopefully and businesses other than just restaurants. He continued beginning with our next meeting; he wants to highlight a business every month. He stated a lot of people do not know what businesses we have, how long they have been around and over on Gateway Park Dr., there many people do not know we have. He continued if you have ideas or want to nominate someone, feel free. He stated sadly, but the Village has done quite well, with protocol with the COVID. He spoke of having a conversation with the DPW Sup't to wear your masks, wear your masks, etc. He stated now we got one person sick before he realized he was infected or whatever and now it went right through the department within 2 days, not all are positive, but they are all in quarantine. He went on to say the rest of us have made quite a few adjustments, some will probably be permanent, some hopefully will not last forever, but we have done many things to keep our Village safe and he is thankful for that. He spoke of the Festival, he knows there has not been a meeting, but the possibility of having a Village Festival this spring has pretty much gone by the board and the Bunny Breakfast Fundraiser. He continued he spoke with Dep. Mayor Gustafson and had the same conversation about the flowers; this is not a good year to ask for donations, but to say thank you again to them again. He added about coming to an event; they are going to start Rt. 11 and it will be torn up both south and north for a good 2 or 3 months. He stated it is going to be a mess for a while this summer, so that would not help if we have some drive thru event at Lonergan Park or the church with the construction. He continued as much as people enjoy the Village Festival and the Bunny Breakfast, we are going to try to promote it without having it. Again, he thanked everyone for how the greater community has come to our aid and Village residents express they are willing to help. He spoke of sending Gary Wilmer as text thanking him when he saw him on the sidewalk machine.

The Mayor stated he would like to entertain a motion to go into executive session to discuss the MOU that we have been discussing. He continued we will potentially have a vote after executive session.

Dep. Mayor Gustafson made a motion to enter into **Executive Session** at 5:27 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 Wilmer made a motion to return to **Regular Session** at 6:05 P.M. The motion was seconded by



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Dep. Mayor Gustafson. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

RESOLUTION # 023-21

**MEMORANDUM OF UNDERSTANDING-
SEPARATE SCHEDULE**

Dep. Mayor Gustafson made a motion to approve the Officer Cushman's Separate Schedule with 15 days for vacation and remove extension on the probation with salary noted in schedule. The motion was seconded by Mayor Butterfield. The motion failed with Gustafson and Mayor Butterfield, voting in favor of the same. Trustees: St. Germain, Wilmer, and Strong, all voting against. Motion fails. Discussion took place back and forth regarding the following of our procedure and canvas the candidate list through the Clerk's Office for any available positions looking to fill.

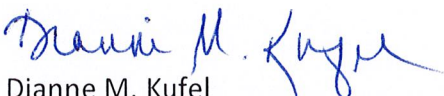
The Mayor stated he would like to entertain a motion to go into an additional executive session to discuss a personnel issue.

Dep. Mayor Gustafson made a motion to enter into **Executive Session** at 6:17 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 Wilmer made a motion to return to **Regular Session** at 7:02 P.M. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

Deputy Mayor Gustafson made a motion to adjourn at 7:05 PM. The motion was seconded by Trustee Strong. 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

01/28/2021

Exhibit A

Non-Village /Non-Profit	From: \$235	To: \$300
(2) Rooms	From: \$420	To: \$500
Non-Village Profit	From: \$260	To: \$300
(2) Rooms		To: \$600