



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

May 14, 2026 @ 5:30 PM

North Syracuse Community Center

700 South Bay Road, North Syracuse, NY

YouTube Livestreamed [LINK HERE](#)

Public Hearing #1 held by the Board of Trustees of the Village of North Syracuse on the 14th day of May 2026 at 5:29 PM regarding Local Law #3 – Fee Schedule for Codes Enforcement Department's Rental Registry and will hear all persons in support of such matters, or any objections thereto.

Past Fire Chief Brennan stated the following:

- Many legalities that need to be addressed.
- Cicero Fire Chief's area has had some issues with rental properties. There is value to the Registry, but it needs to be done correctly.

Codes Enforcement Director L. Nestell stated the following:

- The version we have was written by Village attorneys for East Syracuse; edited to apply to the Village of North Syracuse.

Pat Ferguson stated the following:

- She is part of the Housing Authority Board; would like to see the Registry proceed. In Village there is a federally funded housing program. When they are doing inspections, Codes is notified of issues. Wants to ensure that Codes knows they exist/knows HUD regulations. Let Housing Authority know if anything is needed from them.

Ken Ryan stated the following:

- Not against Registry, but Village should know their information before implementing.

Patience Frysinger stated the following:

- Not against, but feels Village is going about incorrectly:
 - Registry draft that was available has many errors.
 - What is the opportunity cost? How do we know what the rentals are? If we must go to court, what are the fees? How will unlawful entry be handled/are we going too far? Where is tenant Due Process regarding investigations?

Lisa Lioto stated the following:

- In favor of, if written clearly and legalities need to be cleared. Afraid of overreach.

Carol Wahl stated the following:

- Document needs edits; we need to ensure we are using the Village attorney to do everything legally.

Codes Enforcement Director L. Nestell encouraged public to send emails with concerns and recommendations. Public Hearing was closed.



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The Village of North Syracuse Regular Board Meeting began at ~ 5:30 P.M. with Deputy Mayor Robinson asking everyone to join him in the Pledge of Allegiance.

Roll Call: Deputy Mayor Robinson, Trustee F. Wilmer, Trustee L. St. Germain. Excused: Trustee J. Bolton. (A quorum is present due to Trustee Bolton's absence) Mayor G. Butterfield resigned.

Personnel Present: Village Clerk-Treasurer N. Zarzecki, Fire Chief J. Asztalos, Police Chief C. Fieldson, Parks Director D. Radell, DPW Asst. Superintendent G. Stevens, Codes Director L. Nestell, Engineer A. Franco. Excused: Village Attorney R. Germain.

CITIZENS VOICE (This is the third of four meetings in a trial period to move the Citizens Voice after Roll Call - and Public Hearing(s), if applicable - and then again after Old & New Business being discussed, before Department Heads or Attorney Reports.)

Pat Fergerson (215 S. Main) Stated the following:

- Family Festival is coming up on Saturday, 5/23. One of the donations is a piece of jewelry from Welch & Co Jewelers (valued at \$700+). Bounce houses, vendors, scavenger hunts, food trucks will be there. Memorial Day Parade at 10am.

Carol Murphy (140 Slindes Woods Circle) Stated the following:

- What are the Village's "Special Benefits"?
- Regarding Bulk Waste, Brush – how much do residents pay for these; how much do the rental properties pay? Is it fair to homeowners?

RESOLUTION # 93-26

APPROVAL OF 4/23/2026 REGULAR BOARD MEETING MINUTES

Trustee Wilmer made a motion to approve the minutes from the April 23, 2026 Regular Board Meeting. Motion was seconded by Trustee St. Germain. Discussion by Trustee Wilmer. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

RESOLUTION # 94-26

APPROVAL OF 5/4/2026 SPECIAL BOARD MEETING MINUTES

Trustee Wilmer made a motion to approve the minutes from the May 4, 2026 Special Board Meeting. Motion was seconded by Trustee St. Germain. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

RESOLUTION # 95-26

ABSTRACT APPROVAL

Trustee St. Germain made a motion to approve General Fund Abstract #24 in the amount of \$218,838.52, covering voucher #1513 through #1593 Included in the abstract is a payment of \$12,484.36 to National Grid for electric and gas services for Village owned properties. Also included in the abstract is a payment of \$16,800.12 to AmChar Wholesale for Police Department firearm replacements. Motion was seconded by Trustee Wilmer. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

RESOLUTION # 96-26

BUDGET TRANSFERS

Trustee Wilmer made a motion for the following budget transfers:



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- From A5010.21 (Street Administration Equipment) to A5110.21 (Street Maintenance Equipment) in the amount of \$1,000 to cover the cost of the down payment for the DPW Generator.
- From A5142.2 (Snow Removal) to A5110.21 (Street Maintenance Equipment) in the amount of \$2,000 to cover the cost of the down payment for the DPW Generator.
- From A8560.446 (Tree Removal) to A5110.21 (Street Maintenance Equipment) in the amount of \$2,064 to cover the cost of the down payment for the DPW Generator.

Motion was seconded by Trustee St. Germain. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

OLD BUSINESS (No Old Business)
NEW BUSINESS

RESOLUTION # 97-26

DISCUSS/APPROVE DRAFT OF VILLAGE COMPREHENSIVE PLAN FOR PUBLIC REVIEW

Trustee Wilmer made a motion to approve the Village of North Syracuse's Comprehensive Plan for public review ahead of Public Hearing date. Motion was seconded by Trustee St. Germain. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

RESOLUTION # 98-26

**DISCUSS/APPROVE JUNE 11, 2026 AS DATE FOR VILLAGE
COMPREHENSIVE PLAN PUBLIC HEARING**

Trustee Wilmer made a motion to approve June 11, 2026 at 5:28pm as the date and time for the Village of North Syracuse's Comprehensive Plan's Public Hearing. Motion was seconded by Trustee St. Germain. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

RESOLUTION # 99-26

**DISCUSS/APPROVE DECLARATION OF BOARD OF TRUSTEES TO BE LEAD
AGENCY (SEQRA 30-DAY MIN. PERIOD) RE: COMPREHENSIVE PLAN**

Trustee St. Germain made a motion to approve the Declaration of the Board of Trustees to be the Lead Agency pursuant to SEQRA 30-day minimum period. Motion was seconded by Trustee Wilmer. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

RESOLUTION # 100-26

DISCUSS/APPROVE SENDING COMP. PLAN DRAFT TO ONON. CO. FOR REVIEW/COMMENT

Trustee St. Germain made a motion to approve sending the draft Village Comprehensive Plan to Onondaga County for review and comment. Motion was seconded by Trustee Wilmer. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

RESOLUTION # 101-26

**DISCUSS/APPROVE DEPUTY MAYOR SIGNING MUNIC. AUTH. STMT TO PROVIDE
EMERGENCY MED. CARE FOR NSFD (ARTICLE 30 OF NYS PUBLIC HEALTH LAW)**

Trustee Wilmer made a motion to approve the Deputy Mayor signing a Municipal Authority Statement to Provide Emergency Medical Care to the North Syracuse Fire Department as defined in Article 30 of the NYS Public Health Law. Fire



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Chief Asztalos spoke about this motion. Motion was seconded by Trustee St. Germain. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

RESOLUTION # 102-26 **DISCUSS/APPROVE USING WILLIAMSON PAYROLL SOFTWARE/DISCONTINUE PAYCHEX**

Trustee St. Germain made a motion to approve resuming use of Williamson Payroll Software and terminating month-to-month commitment to Paychex Payroll Services. Motion was seconded by Trustee Wilmer. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

RESOLUTION # 103-26 **DISCUSS/APPROVE FEE INCREASES TO VILLAGE SERVICES ACROSS MULTIPLE DEPARTMENTS**

Trustee St. Germain made a motion to approve a series of fee increases to services provided to the Village of North Syracuse residents. Fee increases are mainly in the Parks and Codes Departments and would take effect beginning June 1, 2026 (new budget cycle). Motion was seconded by Trustee Wilmer. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same. See **Exhibit A & B**, included at bottom of document

DISCUSS/APPROVE HIRING N. YOUNG AS DPW MAINTENANCE WORKER EFF. 5/18/26

Motion made by Trustee St. Germain and seconded by Trustee Wilmer to approve hiring Nathan Young as a CDL Licensed Mechanic for the DPW effective 5/18/2026 did not meet a quorum as Trustee Wilmer recused himself from voting due to a conflict of interest. Motion will be tabled until next Board Meeting.

RESOLUTION # 104-26

DISCUSS/APPROVE DEPUTY MAYOR SIGNING DASNY (PD)
CREST GRANT MUNICIPAL GRANTEE QUESTIONNAIRE

Trustee Wilmer made a motion to approve the Deputy Mayor signing the Municipal Grantee Questionnaire Form from DASNY as a requirement for the Police Department's CREST Grant. Motion was seconded by Trustee St. Germain. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

DISCUSS/APPROVE P/T OPENING IN CLERK'S OFFICE FOR CLERICAL ASSISTANT

Trustee St. Germain made a motion to approve hiring an additional part-time Clerical Assistant for the Village Clerk's Office. Motion was seconded, with discussion, by Trustee Wilmer. Discussion was held regarding approving the addition of another part-time clerical assistant for the Village Clerk's Office. Motion was tabled until next meeting.

CITIZENS VOICE (This is the third of four meetings in a trial period to move the Citizens Voice after Roll Call - and Public Hearing(s), if applicable - and then again after Old & New Business being discussed, before Department Heads or Attorney Reports.)

Lisa Lioto (356 Chestnut St) Stated the following:

- Asked why financials since January have not yet been completed. How can the Village move forward without knowing how much money we have?
- Asked if the audit was scheduled.

Patience Frysinger (Oakley Dr) Stated the following:



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- Not having financials closed since January is not acceptable. Fiscal year closes soon.

Carol Wahl (Slindes Wood Cir) Stated the following:

- Unsure how we can move forward with budget when numbers were inaccurate, and Village does not know what they have. Does not make financial sense. Need audits for 2023, 2024, 2025, going into 2026.

Ken Ryan (211 Herman Dr) Stated the following:

- Was told that Codes Director did not come in as a Qualified Codes Officer; he became one on the job. (This statement was disputed by L. Nestell and Trustee St. Germain) He would like proof either way.

Rick Wahl (146 Slindes Wood Circle) Stated the following:

- Likes the idea of increasing mattress pick-up fee. Has charging for Bulk/Brush Pick-up been considered? Has the Police Department considered charging for checking on snowbirds/vacationers house checks? A committee to recoup fees would be helpful.

Ken Ryan (211 Herman Dr) Stated the following:

- Rules are not being enforced regarding Bulk/Brush pick-ups. Hopefully enforcement of them comes back; it will help the Village.

Carol Murphy Stated the following:

- Regarding part-time clerical assistant proposed position – no need for part-time help to do payroll (also no need for someone to come in and water the flowers). Must be a way to do the work with people who are already there.

ATTORNEY REPORT: Excused

DEPARTMENT HEAD REPORTS

PARKS: D. RADELL Stated the following:

- Next weekend is the Festival. Memorial Day Parade @ 10am – Gathering Place Church, Festival 11-5 (Centerville Place).
- Thank You to DPW for mulching help.
- Been conducting interviews for Summer help. Would like to start hiring tomorrow.
- HVAC: 4-6 weeks out.
- Elevator still under construction. Should be done in next couple of weeks.
- Charge for pool passes for Village residents (\$5 per person).



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CODES: N. NESTELL Stated the following:

- Tall grass & court cases are main areas of work currently.
- Lots of building, additions, inspections happening.

FIRE DEPARTMENT: CHIEF J. ASZTALOS Stated the following:

- NSFD has responded to 370 calls for service since 1/1. 88 calls in April. 30 calls so far in May.
- The Association held Election Banquet on 4/25. Personnel recognized:
 - Firefighter of the Year: Sergeant Josh Daugard
 - Officer of the Year: Captain Patrick Carroll
 - EMS team responded to a difficult call but positively affected the outcome. Included in the team are: Past Captain P. Brennan, Cpt. P. Carroll, FF Mike Lovetere, FF Paramedic Nate Cisne, Bunking B. Jacobs,
 - 40 years of service with NSFD and full-time houseman: Mark Hogan.

DPW: ASST SUPT G. STEVENS Stated the following:

- Finished Bulk Trash for May – 163 houses, 26 mattresses, total of 21 ton.
- April Brush – 80 ton (126 ton for March and April).
- Currently back on brush for next 2 weeks; catching up.
- Front door replacement was to be \$3-5,000. Door was purchased for \$800, Dwayne says he can replace it , with help, will save Village \$2500
- G. Wilmer started back; has already got a round of parks mowing and weed whacking done.
- Scheduled to pick up hanging flower baskets for the Village on 5/20; those and Veteran's Wall will be hung right away.
- Shout out to Don & Dwayne from Parks – have been a big help getting projects done.
- Road sweeper was rented for 2 weeks; have been done a couple of times.

POLICE DEPARTMENT: CHIEF C. FIELDSON Stated the following:

- Additional officer was trained in child passenger safety seat (Car Seat Technician). Free service to community to have car seat checked.
- Will be doing Child IDs at Family Festival.
- DWI Simulator will also be there.
- Resident told Chief about a recent 911 call; response time was very prompt. Officers service is appreciated.

ENGINEER REPORT (A. Franco): No Report

CLERK-TREASURER: N. ZARZECKI Stated the following:

- Village garage sales begin tomorrow through Sunday. Addresses are on website.
- Budget was submitted to the state ahead of deadline.



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DEPUTY MAYOR/TRUSTEES REPORTS

DEPUTY MAYOR'S REPORT

Deputy Mayor Robinson Stated the following:

- HVAC project is going ahead; cannot start for apx 4 weeks. Surprised elevator is taking so long.
- Election campaign signs can start going out on Sunday 5/17 (30 days before election).

Trustee St. Germain made the motion to adjourn at 6:45pm to Executive Session to discuss a grievance. The motion was seconded by Trustee Wilmer. The motion was approved; Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

In Attendance for Executive Session: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer, Clerk-Treasurer N. Zarzecki.

A discussion was held. A motion was made by Trustee St. Germain and seconded by Trustee Wilmer to end Executive Session and move to Regular Board Meeting at 6:53pm.

RESOLUTION # 105-26

DISCUSS/APPROVE DPW GRIEVANCE

A motion was made by Trustee Wilmer and seconded by Trustee St. Germain regarding a DPW grievance resolution. The motion was approved: Deputy Mayor Robinson, Trustee St. Germain, Trustee Wilmer all voting in favor of the same.

A motion was made by Trustee St. Germain to adjourn at 6:55pm. The motion was seconded by Trustee St. Germain. The motion was approved: Deputy Mayor Robinson, Trustee Wilmer, and Trustee Bolton all voting in favor of the same.

Respectfully Submitted,

Nick Zarzecki
Village Clerk-Treasurer



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Exhibit A: 2026/2027 Parks & Recreation Department Rates

2026/2027 Rates

Community Center Rates (6 Hour Time Frame)

Resident: \$375 Total (\$150 Refundable)

Non Resident: \$675 Total (\$300 Refundable)

Hourly Rate: \$40 + \$40 Refundable Deposit (per hour)

Community Center Rates (All Day Rental: 10am-10pm) Per Room

Resident: \$750 (\$300 Refundable)

Non Resident: \$1,350 (\$600 Refundable)

Park Rentals (Loneragan, Heritage and Kennedy when pool is closed)

Resident: \$145 without Alcohol (\$50 Refundable)

Resident: \$195 with alcohol (\$100 Refundable)

Non Resident: \$190 without Alcohol (\$50 Refundable)

Non Resident: \$240 with Alcohol (\$100 Refundable)

Kennedy Park Rental when pool is OPEN:

Resident: \$115 without Alcohol (\$50 Refundable)

Resident: \$165 with alcohol (\$100 Refundable)

Non Resident: \$160 without Alcohol (\$50 Refundable)

Non Resident: \$210 with Alcohol (\$100 Refundable)

Swimming Lessons

Resident Swimming Lesson: \$45 per session

Non Resident Swimming Lesson: \$65 per session

Pool Passes

Village Resident: \$5

Non Resident Individual Pass: \$65

Non Resident Family Pass: \$200 (Up to 5 People)

Daily Pool Pass (Anyone entering the pool without a pool pass): \$5

2027 Summer Camp (Tentative Pricing)

Resident: **\$320**

Non Resident: **\$540**

Exhibit B: 2026/2027 Codes Department Rates & Fees

Residential "New" Construction	\$50.00 plus \$.50/sq.Ft	
Commercial "New" Construction	\$100.00 (First \$1,000)	Plus \$10.00/per thousand thereafter
Remodelling Costs	\$50.00 (first \$1,000)	Plus \$10.00/ per thousand thereafter
Work has been started before Permit is obtained	Double Permit Fee Plus \$100.00	
Renewal of Building Permit	25% of Original Fee Chgd. (Minimum Fee of \$25.00)	
Stop Work Order Fee	\$100.00	
(In addition to Permit Fee)	\$150 (In addition to Permit Fee)	
Signs:		
Regular	\$50.00/each	Plus: \$1.00/sq. Ft of sign coverage
A-Frame Signs (Expires at end of each quarter)	\$20 each quarter	
Fences		
(1) and (2) Family Uses	\$75.00	
Multiple Dwellings, Offices and Commercial Uses	\$150.00	
Industrial Uses	\$200.00	
Administrative Approvals (Flat Fees)		
Simple Subdivision	\$150.00	
(This allows adjustment of a lot line owned by the same individual for both residential and commercial).		
Approved Site Plan Amendment	\$700	
(This allows for modifications to existing preapproved site plans during the building process). Engineering Flat Fees To Be Determined by modification request.		

Fee Schedule for applications submitted to the:

Planning Commission
Zoning Board of Appeals
Village Board

<u>Description:</u>	<u>Escrow Deposit</u>
Residential Variance	
Application	\$ 150 (To cover Legal Svcs. - Maximum Charge) \$ 0 (None Req'd. -Engineering Svcs.) \$ 75 (Administrative Fee - including Publications/ Non-refundable)
Commercial Variance	
Application	\$ 250 each (To cover Legal Svcs. for each of first (2); \$100 add'l each for the third, fourth and fifth) \$ 0 (Engineering Svcs.) \$ 250 (Administrative Fee - including Publications/ Non-refundable)
Zone Change	\$ 500 each (To cover Legal Svcs.) \$ 500 each (To cover Engineering Svcs.) \$ 250 Administrative Fee - Including Publication Fees/ Non-refundable
Site Plan	\$1,000 each (To cover Legal Svcs.) \$2,500 each (To cover Engineering Svcs.) \$ 250 Administrative Fee - Including Publication Fees/ Non-refundable
Site Plan with Special Use Permit	\$1,500 (To cover Legal Svcs.) \$2,500 (To cover Engineering Svcs.) \$ 250 Administrative Fee - Including Publication Fees/ Non-refundable
Simple Sign Application (Existing signs)	\$ 250 Administrative Fee - Including Publication Fees/ Non-refundable
Subdivision	\$1,000 (To cover Legal Svcs.) \$2,000 + \$100/per # of Lots (To cover Engineering Svcs.) \$ 250 Administrative Fee - Including Publication Fees/ Non-refundable
Planned Development	To Be Determined

At any time, if the charges exceed the deposit, sum equal to the initial deposit must be deposited again with the Village and the process will be repeated. After all approvals and permit issuance; total charges will be computed and return the balance to the applicant.

All applications for site plan approval, zone change, special use permit, and variances must be submitted with the fee/deposit referenced above. Applicants will be required to deposit the appropriate amount up front, prior to consideration of the application. All fees, including without limitation, legal and engineering, including subsequent inspection fees during construction will be charged against the required deposit.

All legal and engineering sums received are deposit funds (A615 Accounts) for which the actual charge relating to the project will be charged. After project completion, we tally all expenses and the balance will be returned to the applicant.

MS 4 Plan Reviews (Initial Deposits for Engineering Review)

(New Construction Only)

MS4 Review (Grading & ES&C Less than 0.5 Acres	Escrow Deposit \$350.00 Engineering \$150.00 Legal
MS4 Review (Grading & ES&C 0.5 Acres to 1.0 Acre	\$750.00 Engineering \$250.00 Legal
MS4 Review (Draining Report Greater than 1.0 Acre	\$1,000.00 Engineering \$ 250.00 Legal

All legal and engineering sums received are deposit funds (A615 Accounts) for which the actual charge relating to the project will be charged. After project completion, we tally all expenses and the balance will be returned to the applicant.

SWPPP Inspections for Stormwater Drainage

Less than One Acre	\$250.00
Greater than One Acre	\$1,000.00

Inspections

Certificate of Occupancy - New Construction Only	Included in Bldg. Permit Fee
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Fire Safety/Property Maintenance Inspections/Certificate of Compliance

(Assembly Use- Every Yr./Residential, Commercial Use - Every 3 Yrs.)

Inspections required by Local Law No. 2-2006 (Adopted 11-9-2006)

Buildings not exceeding 5,000 Square Feet	\$100.00
Buildings 5,001-20,000 Square Feet	\$100.00
Buildings over 20,000 Square Feet	\$150.00
Single up to a 4 unit family rental homes	\$100.00

Archival Surcharge

(At Owners request)

Pages up to and including 11" x 17"

\$.50/Page

Operating Permits

Solicitor's/Peddler License Fee	\$ 50.00/per person
Amusement Device/Jukebox License Fee	\$25.00
Vendors Permit	\$25.00
Food Vendors-(Adopted by Local Law #3-2010 -4/22/10	
-Three day license	\$25.00
-1 yr. license	\$200.00
-Individual Background Check	\$10.00
Tree License Permit	\$50.00
Sale of Goods on Public Lands License	\$200.00
Petroleum (Current and Prev. sites)	\$ 100.00/per yr.
Remediation Sys./Temp. Structures for Well Monitoring Trlr.	(per structure or trlr.)
Petroleum (Current and Prev. sites)	\$ 25.00/qtr.
Remediation Sys./Temp. Structures for Well Monitoring Trlr.	(per structure or trlr.)
Storage Trailer/Trailer Office/PODS	\$ 25.00/qtr.(renewal add'l qtr.)