



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

June 25, 2026 @ 5:30 PM

North Syracuse Community Center
700 South Bay Road, North Syracuse, NY
YouTube Livestreamed

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. Mayor G. Butterfield resigned. Excused: Trustee J. Bolton

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

CITIZENS VOICE (This is the sixth 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 Head or Attorney Reports.)

- **Pat Ferguson (215 S Main St)** Stated the following:
 - Thank you to Amy (F.) for helping to get a grant approved that one of the committee members wrote.
 - Thank you to the Fire Department for agreeing to move their Fire Appreciation Day to the rescheduled Family Festival date of October 10th so that it can be collaborative.
- **Patience Frysinger (102 Oakley Dr)** Stated the following:
 - Has Change of Address request been submitted to the Google Search Console for the website change to .gov? Instagram and Facebook also still show .org.
 - Page 4 of Abstract #027 lists a voucher for Larry traveling to two conferences. If he has a Village vehicle, shouldn't he be using that and why is the cost so high? Not the best use of Village funds. (Per Deputy Mayor – the Codes vehicle stays within the Village).
- **Carol Murphy (140 Slindes Woods Circle)** Stated the following:
 - Regarding the June 11th meeting – Fire Chief Asztalos's Citizens Voice segment was over 20 minutes and was an internal issue that should have been handled internally; it was wrong of him to use this platform for Village business as a "citizen" and for Trustee Bolton to advise the Fire Chief not to respond to Trustee St. Germain's comments during her report. If these issues were brought up, the two workplace harassment complaints also should have been as it also pertained to the June 16th election.
- **Carol Wahl (Slindes Wood Cir)** Stated the following:
 - A Village resident had been trying to get a resolution to a problem for months without anyone helping her; one telephone call to Mr. (Gil) Stevens got it resolved within 2-3 hours. The resident was ecstatic and very pleased; could not be here tonight and asked C. Wahl to express her gratitude for the prompt and professional assistance.

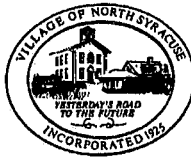
RESOLUTION # 122-26

APPROVAL OF REG. BD. MTG. MINUTES – 6/11/2026

Trustee Wilmer made a motion to approve the June 11, 2026 Regular Board Meeting Minutes. 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 # 123-26

APPROVAL OF SPECIAL SESSION BD. MTG. MINUTES – 6/18/2026



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Trustee St. Germain made a motion to approve the June 18, 2026 Special Board Meeting Minutes. 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 # 124-26

APPROVAL OF OLD BUDGET ABSTRACT #027

Trustee Wilmer made a motion to approve General Fund (Old Budget) Abstract #027 in the amount of \$194,680.18, covering voucher #1737 through #1763. Included in this Abstract is a payment of \$10,617.85 to Syracuse Technologies to set-up new computer infrastructure and updated Microsoft Windows software throughout the Village offices. 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 # 125-26

APPROVAL OF NEW BUDGET ABSTRACT #002

Trustee Wilmer made a motion to approve General Fund (New Budget) Abstract #002 in the amount of \$34,258.05, covering voucher #1759 through #1839. Included in this Abstract is a payment of \$1,249.99 to Cannon Recreational Corp. for equipment and chemicals required to open the pool at Kennedy Park. 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.

BUDGET TRANSFER(s) - NONE

PRESENTATION – SIDEWALK REPAIR PROJECT (TAP GRANT)

A presentation was given by Luke Morenus from CHA regarding the Village's Sidewalk Repair Project.

- RE: Sidewalks on portions of 8 different Village streets - Shaver, Maxwell, Gertrude, Grove, Van Mara, Church, Parkway, and Wells.
- Currently at a point to start making decisions on what we want to do (got preliminary DOT approval and incorporated SMTC ideas); extra sets of plans provided
- Grant provides apx \$1.2M in construction funding. At current bid prices, cost is expected to be apx \$1.6M. Won't be known for sure until bids come in. Suggested to set up bidding process in "block priority" increments. Rank each block in order of priority and each would be an alternate bid.
- This is a Transportation Alternatives Program (TAP) Grant- this means that the Village will have a 20% shared responsibility. Village pays for all up front and 80% would be reimbursed.
- Timeline:
 - Construction funds need to be obligated from the State DOT before end of the Federal Fiscal Year. Basically, this means a final approval from the DOT is needed.
 - Plans are set, ready to go. Need to create a ranking system and make a few tweaks with another walkthrough.
 - As long as funds are obligated prior to October 1st, can go into construction next or year after (Village choice); as long as it is within 24 months.



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- Probably need to set up a workshop, charrette, or discussion to rank the sidewalk priority. He can go through specifics of which have drainage problems, tied up against the right-of-way line, which are in better shape than others.
- This needs to be moved on rather quickly.

OLD BUSINESS **NONE**

NEW BUSINESS

RESOLUTION # 126-26

TAX ROLL CORRECTION: 8505 PEPPERIDGE WAY

Trustee St. Germain made a motion to approve the Tax Roll correction for 8505 Pepperidge Way. The property was mistakenly identified as being within the Village boundaries; however, it lies outside the Village limits. 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 # 127-26

APPROVE & SIGN OCWA CONTRACT FOR MEALS ON WHEELS FIRE HYDRANT

Trustee St. Germain made a motion to approve and sign a contract from OCWA for the installation of a new fire hydrant at 413 Church St (Meals on Wheels). Meals on Wheels will pay for installation, and Village will be billed for annual maintenance (apx \$90-\$100/annually). 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 # 128-26

APPROVE PARKS DEPT SUMMER STAFFING

Trustee St. Germain made a motion to approve summer staffing for the Parks Department. 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 # 129-26

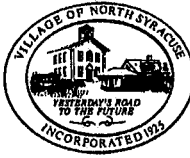
APPROVE APPT OF P. KNITTEL AS F/T POLICE OFFICER EFF 7/13/2026

Trustee Wilmer made a motion to approve the appointment of Phillip Knittel as a full-time Police Sergeant effective 7/12/2026. This is a gain for the Police Department; they will be down a Sergeant and by hiring Sgt. Knittel (from the Town of Manlius), they will be able to meet the contractual minimums. 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 # 130-26

APPROVE SAPPHIRE RECRUITMENT CONTRACT FOR VH STAFFING NEEDS

Trustee Wilmer made a motion to approve contracting Sapphire Recruitment to assist in filling the permanent full-time Deputy Clerk-Treasurer position and a temporary clerical position while a new Deputy is learning the role. 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



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DISCUSSION

PLANNING BOARD VACANCY EFF. 7/1/2026

Deputy Mayor Robinson advised the Board that due to the results of the June 16th Village Election, Lisa Lioto will be moving to the Board of Trustees and will be required to vacate her position on the Village Planning Board effective July 1st. Anyone interested in the position should reach out to the Clerk's Office; it is a duty of the Mayor to appoint someone to be approved by the Board.

CITIZENS VOICE (This is the sixth 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 Head or Attorney Reports.)

- **Carol Murphy (140 Slindes Woods Circle)** Stated the following:
 - How much will Sapphire Recruitment be paid to fill the position?
 - There is a contract to be finalized, but there is a fee (per Deputy Mayor).
 - Regarding sidewalks – when entering Grove Street from South Bay, how wide will they be? Concerns about the speed vehicles travel there and that people drive on the sidewalk all the time. Needs to be addressed.
- **Patience Frysinger (102 Oakley)** Stated the following:
 - Inquiring about the status of the Financial Reports
 - Per Clerk-Treasurer – He and Trustee Bolton had a meeting with Bonadio Group regarding progress and AFR due September 30th. They have offered their assistance with best practices and ways to be more efficient.
 - Inquiring about audit – have an RFPs been returned?
 - Per Clerk-Treasurer – Due back first week of July.

DEPARTMENT HEAD REPORTS

ATTORNEY REPORT: EXCUSED

PARKS DEPARTMENT: M. FREYTAG Stated the following:

- Pool is opened for the season
- Elevator had its final inspection on June 17th. Waiting on Verizon to add an emergency phone line for safety purposes before it will officially pass inspection and can be open to the public.
- AC and HVAC project upstairs at the Community Center was completed June 15th and the portable AC unit was picked up on the 16th.
- Summer Camp begins July 6th; there are still spots open for registration.
- Thanked Lyons Club for generous donation of \$2,000. The funds will go towards Summer Camp t-shirts, new pool shallow end divider, new BINGO cards for the senior group, and new locks for Parks bathrooms.

CODES DEPARTMENT: READ BY TRUSTEE ST. GERMAIN Stated the following:

- 22 permits issued (fences to new additions)



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- 14 code violations (mostly tall grass and weeds. 1 was issued for operating without a permit for food service in a residential district)
- 5 mow orders
- Brolex is near completion with the rear building; today they had their electrical inspection, final elevator inspection is early next week. Site work (planting) in the rear of the building and around retention pond remaining. Final COO will be issued when all work is completed. TCO for front building has been extended. TCO will be issued for rear building when it is habitable. COO will be issued when all work is completed.

FIRE DEPARTMENT: CHIEF ASZTALOS Stated the following:

- Fire Department has responded to 478 calls (up for YTD on average)
- Regarding a question from a resident at the last meeting:
 - Breakdown of those calls is:
 - ~130 calls in Town of Cicero
 - 130-ish in the Village of North Syracuse
 - ~95/96 calls in Town of Clay
 - Remainder were Mutual Aid calls (Town of Salina, airport properties, etc)
- Thanked Gil at DPW – he has been wonderful to work with, and they are in constant talks of how to combine things for cost savings.
- Thanked the specific residents that came to speak with him and Past Chief Brennan about Fire Department operations, challenges. Will attempt to continue to make himself as available as possible. Thanked Trustees Bolton and Wilmer for reaching out to ask for new information.
- NSFD is one of the first in Onondaga County to have a dedicated Health & Wellness Officer in the department. Past Chief Ellis is a pioneer in that topic; has a podcast and is doing several different fitness programs. NSFD has been invited to assist with an important research study regarding the impact of firefighting on sleep.

DPW: SUP'T G. STEVENS Stated the following:

- On the 17th, the generator was installed and inspected. It is up and running.
- Finished Bulk Trash for the month.
 - 457 houses, 49 tons of waste
- Back onto Bulk Brush – 2 crews going out to get caught up.
- Should have loader here the first week of October.
- Been working with Parks getting blacktop done around Heritage bathrooms and getting land cut back. Parks has also been helping them get caught up.
- Been cleaning up tree damage around Village.
- Starting milling/patching. Some rough areas.
- Started cutting trees at Heritage Park- should be tomorrow or Monday.

POLICE DEPARTMENT: Excused



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ENGINEERING: A. FRANCO Stated the following:

- Kennedy Park grant application was submitted at the beginning of the year; they have not awarded this to anyone yet. Still waiting for results.

CLERK-TREASURER: N. ZARZECKI Stated the following:

- He and Trustee Bolton had a conversation yesterday with Bonadio Group. They provided expectations and offered services for best practices, more efficiencies. Happy to work with them if that is the route that is chosen.
- Thanked Fire Department and Trustee Bolton for bringing Sapphire Recruitment to his attention.
- Thanked Village employees for their patience the past couple of weeks; hope to be back to normal sooner rather than later.

DEPUTY MAYOR/TRUSTEES REPORTS

Trustee Wilmer Stated the following:

- Thanked Deputy Mayor Robinson for stepping in as Mayor.

Trustee St. Germain Stated the following:

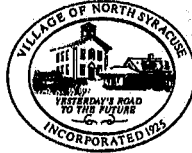
- Met with Amy from CHA. Clarified/elaborated on facts about the Fire Station. Her apprehension about the \$5M price tag are still concerning – does not think it is affordable for this Village.

Trustee Bolton: Excused

DEPUTY MAYOR'S REPORT

Deputy Mayor Robinson Stated the following:

- Has been filling in for Mayor for 10 weeks. Accomplishment includes the Board working together to pass a budget with a 7.5% increase. The final across-the-board 5% reduction needs to be monitored regularly and closely; do not wait until next May.
- Fixed expenses for the village are on a 12% curve; need to find revenue to counter that increasing the next budget. This is the challenge for the new Board and Mayor.
- To Trustee Bolton, the Mayor-Elect, with authority comes responsibility to the taxpayers, the non-tax paying residents, to the employees – responsibility is owed.
- Thanked the Village employees for their support; everyone made do with what they had. One of the biggest problems was that "we didn't know what we didn't know".



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Trustee Wilmer made the motion to adjourn at 6:15pm. The 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.

Respectfully Submitted,

Nick Zarzecki
Village Clerk-Treasurer

