



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, November 22nd, 2016 @ 4:30 PM
North Syracuse Community Center
700 South Bay Road, North Syracuse, NY 13212

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

Roll Call: Mayor Gary Butterfield, Deputy Mayor Fred Ferguson, Trustee Diane Browning, Trustee Pat Gustafson, and Trustee Chuck Henry (arrived at 4:35 p.m.).

Personnel Present: Village Clerk/Treasurer Dianne Kufel, Codes Enforcement Officer David Barnhart, DPW Superintendent Gary Wilmer, Parks Director Teresa Roth, Police Chief Michael Crowell, Village Attorney Scott Chatfield, and Village Engineer Amy Franco.

Personnel Absent: Fire Chief Tim Ellis.

RESOLUTION # 210-16

APPROVAL OF BOARD MEETING MINUTES

Trustee Browning made a motion to approve the minutes from the November 10th, 2016 Board Meeting. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, and Deputy Mayor Ferguson, all voting in favor of the same. Trustee Henry (not present).

RESOLUTION # 211-16

GENERAL FUND ABSTRACT APPROVAL

The Mayor explained part of that amount is the invoice for the NYS Retirement System which is included in the General Fund Abstract for approximately \$300,000. Trustee Gustafson made a motion to approve the General Fund Abstract # 13 in the amount of \$356,793.91 covering Voucher #593 to Voucher #638. The motion was seconded by Deputy Mayor Ferguson. The motion was approved with Trustee Browning, Trustee Gustafson, and Deputy Mayor Ferguson, all voting in favor of the same. Trustee Henry (not present).

RESOLUTION # 212-16

SEWER FUND ABSTRACT APPROVAL

Deputy Mayor Ferguson made a motion to approve the Sewer Fund Abstract # 13 in the amount of \$475.00 covering Voucher #11. The motion was seconded by Trustee Browning. The motion was approved with Trustee Browning, Trustee Gustafson, and Deputy Mayor Ferguson, all voting in favor of the same. Trustee Henry (not present).



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RESOLUTION # 213-16

BUDGET TRANSFER(S)

The Mayor explained the transfer of monies was to have five new signs made at the North, South and East entrances of the Village. Deputy Mayor Ferguson made a motion to approve the budget transfer for \$7,000 from A1990.4 Contingency Account to A1620.29 New Signs. The motion was seconded by Trustee Browning. Trustee Gustafson clarified the amount of \$1,400 for each sign and their durability. Parks Director Roth explained they are similar to the signs made for the parks, but this one is solid cedar and the logo part is Di-bond vinyl covering. The motion was approved with Trustee Browning, Trustee Gustafson, and Deputy Mayor Ferguson, all voting in favor of the same. Trustee Henry (not present).

CITIZENS' VOICE:

The Mayor invited anyone that wished to share concerns or thoughts to address the Board. David Robinson of Slindes Woods Circle shared with the Board that North Area Meals on Wheels is in the middle of their Fall fundraising. He continued that they need to raise about \$100,000 a year to balance the books. He stated this year they were notified by the Office of the Aging that from now until April 2017, they are not able to support any new clients that want to join the program county wide. He explained there are two client bases; one is private pay and one is supported by the Office of the Aging. He explained the North Area Meals on Wheels Board has decided that they are not going to turn people away. He continued to say that each week they get about eight new clients that they are going to try to cover the costs of those meals. He explained what it really means is instead of trying to raise \$100,000; they are going to have to raise about \$125,000.

OLD BUSINESS:

RESOLUTION # 214-16

**DISCUSS/APPROVE VILLAGE RESERVE ACCOUNT
ESTABLISH FIRE DEPT. EMERG. REPAIR RESERVE**

The Mayor stated the next item is the Reserve Accounts and how they were set up. He referenced the discussion at the last meeting and discussions with the Fire Department and counsel since. The Mayor explained after meeting with the Fire Chiefs, both he and the Fire Chiefs would like to make a change to what was assumed to be a Fire Department Reserve Fund which has been accumulating and has a current balance of \$100,468.04. The Fire Dept. wants to set aside some of the money for Fire Apparatus Emergency Repairs and some for the purchase toward the next piece of equipment, which is a heavy rescue. Trustee Henry made a motion to authorize \$20,000 to be taken from the \$100,468.04 balance and transferred into a Reserve Account for Fire Vehicles Emergency Repairs. The motion was seconded by Deputy Mayor Ferguson. Deputy Mayor Ferguson clarified that the current account that was set up with M & T says it is for Capital Building-Vehicle Reserve. The Village



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Clerk/Treasurer Kufel stated that it does not say Fire Department; it says Capital Building-Vehicle Reserve. Attorney Chatfield stated that is General Type Reserve Account specific for Fire Apparatus Emergency Repair, but there is not a particular repair that you have in mind. He continued it is not like you know that you have a \$200,000 repair coming up on Equipment X, so we are trying to save money so that repair can be done two years hence. That would be a specific repair reserve account and after creating it, you would publish a notice for permissive referendum that then clears the way to make that expenditure subsequently. In this instance, because it is more generalized but still relatively specific purpose, my recommendation on this particular account is that you not cause a permissive referendum notice now, but wait until the circumstance arises. He continued to explain to the Board that all funds are Village funds and are subject to the Village Board's determinations as how to appropriate them. You are free to transfer or re-appropriate those funds in any manner you deem reasonable and prudent. Deputy Mayor Ferguson clarified that the Board could appropriate all of the \$100,468.04 for a vehicle. Attorney Chatfield agreed. Trustee Henry asked if the Fire Department currently has a line item on their budget for Emergency Repairs. Village Clerk/Treasurer Kufel clarified that they have in their budget Vehicle Maintenance; not Emergency Repairs. The Mayor further explained with his conversation with them today, if they have a pumper go, that could be \$20,000 right away. He went on to say that their line item account is for general maintenance; not unforeseen repairs. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same of creating a General Fire Dept. Emergency Repair Reserve. It was noted that when and if this money is earmarked that we need to go out for a permissive referendum. Attorney Chatfield clarified if an Emergency Repair arises, and if the Board chooses to use the money in that fund account toward the repairs; for the purpose, yes. Trustee Browning asked if they had to have a referendum, and Attorney Chatfield replied you have to publish a notice. He continued which that is part of the problem with an emergency. He explained that it could be done as refunding. He gave an example of it being next May when an engine blows and is on a piece of equipment that needs to be in operation. He stated that they get the quotes. Then, they come to the Board for review and the Board tells them to go to Acme Engine Company to get it fixed at a cost of \$45,000. They are going to have to find the money, and the Village authorizes the repair. You can now refund the accounts from which you took the money from this emergency repair, subject to the permissive referendum process.

RESOLUTION # 215-16

**DISCUSS/APPROVE VILLAGE RESERVE ACCOUNT
ESTABLISH FIRE DEPT. HEAVY RESCUE RESERVE ACCOUNT**

The Mayor stated the next motion he would like to entertain is to set up for the amount of \$80,468.04 to go toward the purchase of their heavy rescue which is the next piece of equipment in line to be replaced. Deputy Mayor Ferguson made a motion to transfer \$80,468.04 from "069" to a new account to be created entitled Heavy Rescue Capital Purchase Reserve Account of which the



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Village Clerk/Treasurer would publish a permissive referendum notice regarding the establishment of that account. Attorney Chatfield suggested using a different account with separate account titles and separate account numbers. Village Clerk/Treasurer Kufel asked what happens to the existing account. Attorney Chatfield stated to zero it out. The Mayor questioned if the account could be renamed and Village Clerk/Treasurer Kufel commented she was not sure what the bank procedures were. The Mayor shared with the Board the rescue vehicle that the Fire Dept. currently uses has already been retro-fitted once; there are some structural problems with it. He explained that vehicle gets a lot of use, and it will be two years before we can get a replacement for it. He stated if something were to happen to that by way of an emergency, then we have to keep it on the road. Village Clerk/Treasurer Kufel asked if there was a desire to keep the account that we are depleting open as an account for any of the other departments to use or close it; we would have to put \$1 in it or something to keep it open. The Mayor suggested renaming the account. Village Clerk/Treasurer Kufel stated she thought it could be done and asked if the Board wants to keep that account open. She continued the accounts appear to have been earmarked for the one department. Trustee Henry asked what if at budget time all of the departments want to put something in a reserve account; then that is going to be a lot of burden on the taxpayers. Attorney Chatfield explained that during the process at budget time is when the burden will come to you, incumbent on that department head's ability to convince you that the expenditure which that department head is referring to is an expenditure that the Board believes is reasonable and necessary based on its amount, purpose and timing. One of the alternatives could be we think the pavilion or the truck is a good idea, but money is tight right now. He continued we cannot really allocate an additional or justify an additional \$10,000 tax levy in order to fund \$10,000 in this reserve account, but we think it is really a good idea what you are proposing. He stated we would have to deal with it by bonding or some other mechanism at that point and time, because right now we just cannot do it. He continued it is all about long-term planning and what you see five, ten or fifteen years down the road that need to be done. He asked if the Board wished to save for those things so when it happens, we will be better able to deal with it. Trustee Henry commented it is a great tool to do it as long as we are responsible when we do it. The Mayor stated that every year we have to put a budget together, and we ask the department heads what they would like. He continued then we state we know you would like it, but we cannot do that. He stated if we set aside (for instance) money for a new roof for the pavilion at Lonergan Park with a specified dollar amount and he explained we can't afford it in one year, but in three years we can accumulate the money and then we can do it. The Mayor stated he wanted to clean this up, so going forward to understand the reserve accounts are available to any department. So the Board was fully familiar with the process, Attorney Chatfield referred to the roof on the pavilion example stating suppose you save \$5,000 a year in anticipation of doing it five years from now. Four years from now, we find a grant that will pay for a significant percentage of that amount; what happens is you use the grant to pay for it. He continued the additional funds get reallocated to some other purpose, the General Fund or whatever you wish to do. He clarified that it is not that you must use those funds, it is simply having a savings account to lessen the burden in the future of an expense that you deem reasonable and necessary.



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The Mayor pointed out that those funds we do not have to pay interest on if we have to finance something, plus it pays interest as well. Deputy Mayor Ferguson asked if the \$100,000 comes out of the General Fund balance. Village Clerk/Treasurer Kufel stated it is sitting in this current account called Capital Building-Vehicle Repair. The motion was seconded by Trustee Henry. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

NEW BUSINESS:

RESOLUTION # 216-16

**APPROVE THE APPOINTMENT OF (2) NORTH SYRACUSE
VOLUNTEER FIREFIGHTERS**

Deputy Mayor Ferguson made a motion to approve the appointment of Volunteer Firefighter Thomas Drinkwine and Volunteer Firefighter Jack Vajda into the Village of North Syracuse Fire Department. The motion was seconded by Trustee Browning. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

RESOLUTION # 217-16

APPROVE THE APPOINTMENT OF DPW MAINTENANCE WORKER

Trustee Browning made a motion to approve the promotion and appointment of Bill Hepp to the position of DPW Maintenance Worker with a salary of \$41,600 per year effective Monday, 11/28/16. Any new hires to this position will start out at \$30,000 per year until such time that this is negotiated with the CSEA Bargaining Unit. The motion was seconded by Deputy Mayor Ferguson. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

RESOLUTION # 218-16

**APPROVE PROPOSAL FOR (5) NEW VILLAGE SIGNS AND
AUTHORIZE MAYOR TO SIGN**

The Mayor stated that the budget transfer was authorized and the Village is in need of (5) signs that allows individuals coming into the Village notification that they are indeed in our Village. Trustee Browning made a motion to authorize the Mayor to sign the proposal for five new Village signs. The motion was seconded by Trustee Browning. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

ATTORNEY REPORT: He stated there were two trials scheduled on long standing cases of which the Mayor attended to assist. He continued that the South Bay case reached a reasonable resolution with the temporary storage building. They agreed to a \$2,750 fine to be suspended upon compliance by



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December 20th, 2016. The other case was on Chestnut Street with a universal decision while attention needs to be paid to it; the Justice Court process is not the appropriate venue. He stated he would be coming to the Board in the near future to see if they wanted to get serious about the case; it won't be inexpensive, but it will be calculated to get the job done.

ENGINEER REPORT: Mrs. Franco mentioned revising the TAP Grant motion that was previously made to include an option for CHA to be able to complete and submit the design, construction inspection and management if the application was successful. After much discussion took place, it was decided to have Attorney Chatfield review the paperwork for the TAP Grant and this was tabled for now. With the weather, Mrs. Franco stated this was a good point in the construction between Chestnut Street and Main Street, because they had finished the sidewalk but had not started on Rt. 11 yet. She continued that she had spoken to Bill McGinnis; and, unless there is some change in the weather, he is just going to wait until this spring to move forward on that.

DEPARTMENT HEAD REPORTS:

Police Department: He stated our Part-time Police Officer is doing well in the Field Training Program and hopefully he can continue that at this pace. He wanted to officially extend his best wishes to Sergeant Shawn Stassi who resigned from the North Syracuse Police Department and thank him for his service since 1999.

Fire Department: No Report (Absent).

Public Works Department: He stated as you can see we have had our first snow event. He just asked that everyone be patient with the DPW when they get a storm like this as it takes a little longer; the guys were out for 15 hours the other day. He complimented the guys on doing a good job.

Parks and Recreation Department: She stated to get in the spirit on Sunday, December 4th, 2016 is the Holiday Parade starting at 5:00 p.m. It is open to the community at no cost. There are all kinds of activities, tree lighting ceremony, entertainment, horse and carriage rides along with free refreshments. If you would like to participate in the parade, call the Parks Office. Also, this Sunday from 1:00 p.m. - 5:00 p.m. there is a benefit being held at the Community Center for Sharon Betters, who is the niece of Vera Desimone. Vera is putting on a fundraising benefit. It would be great if you could help out. Vera has a daughter who has been in ICU for a week and a half. She has a lot on her plate and would appreciate our support. Mrs. Roth stated she has the raffle tickets in her office if anyone wants to donate to it or just show up Sunday. She wished everyone a Happy Thanksgiving.

Codes Department: No Report.



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Clerk-Treasurer: She stated that for the last couple of days we have been having problems with the phone lines at Village Hall. She continued that she couldn't call out at all today and there was random calling in to get through; it impacted the Court and the Police too. We have a repair ticket in and we are not alone; apparently, it is across the state. There are many that are experiencing problems. She stated hopefully it will be fixed tomorrow; it has hampered getting back to people.

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee Gustafson: She wished everyone in her extended family a Happy Thanksgiving and good time with your families.

Trustee Browning: She stated kudos to the DPW; the roads looked great. She spoke of going down Chestnut Street, crossed the line and you could tell it wasn't Village of North Syracuse. She wished everyone a Happy Thanksgiving.

Trustee Henry: He stated November is National Lung Cancer Awareness month. He explained that it is the number one Cancer killer in the United States. He continued you don't realize what it is until it hits home. He commented early detection is a great thing and he wanted people to be aware of it.

Deputy Mayor Ferguson: He wished everyone a Happy Thanksgiving; "gobble until you wobble." The next Public Safety Meeting is on December 5th, 2016, downstairs at 4:00 p.m. He reminded people there is no street parking from now until April 15th, 2017 from 1:00 a.m. to 6:00 a.m. The Lights on Caravan went through the Village and it went quite well. At one point, they left more than half of the parade at the Centro Bus Station when they were on Wolf Street, so everyone had to pull over and wait until all these other police cars could pull up. He was not sure how long it took them to get through the Village. They stated it was the longest Lights on Caravan that they had in the United States; but he stated he had seen it longer. He continued they didn't have any fire trucks and all the Police Departments. The intent was to educate the public that it is holiday season and to be careful driving. He reminded everyone on 53 years ago on this date, J. F. K. was assassinated.

MAYOR'S REPORT:

The Mayor stated on November 14th, 2016, he attended the Legislative Priorities Meeting in Albany for NYCOM part of the day. This is when we go and see our Legislators and elected officials in Albany. He continued on November 16th, 2016, there was a Mayor's meeting in Syracuse. There was a lady from the Central New York Regional Planning Board who spoke on the L.E.D. Lighting. We have been looking at that and some of the municipalities have already done that; it was interesting. He stated we have two vacancies on Planning and Zoning. We have been given one name, but if anyone else knows of someone who would be interested; let us know. He wished everyone a Happy Thanksgiving.



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Trustee Gustafson made a motion to go into Executive Session at 5:32 p.m. to discuss two personnel issues. The motion was seconded by Deputy Mayor Ferguson. The Mayor stated there may be a vote when they return. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

The Board returned at 6:07 p.m. to Regular Session.

RESOLUTION # 219-16

DISCUSS/APPROVE OF FILLING THE VACANCY OF POLICE SGT.

Deputy Mayor Ferguson made a motion to promote Andy DeGirolamo to rank of Police Sergeant effective November 23rd, 2016 at a starting salary of \$75,861. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

Mayor Butterfield asked for a motion to adjourn. Trustee Browning made a motion to adjourn at 6:08 p.m. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel
Village Clerk Treasurer

