



## VILLAGE OF NORTH SYRACUSE

### *Regular Board Meeting*

Thursday, February 23<sup>rd</sup>, 2017 @ 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.

**Personnel Present:** Village Clerk/Treasurer Dianne Kufel, Codes Enforcement Officer David Barnhart, Police Chief Michael Crowell, Village Attorney Scott Chatfield.

**Personnel Absent:** Parks Director Teresa Roth (Vacation), DPW Superintendent Gary Wilmer (Vacation), Fire Chief Tim Ellis (Absent), Village Engineer Amy Franco (Absent), and Village Engineer Brian Bouchard (Absent).

### **RESOLUTION # 029-17**

### **APPROVAL OF BOARD MEETING MINUTES**

Deputy Mayor Ferguson made a motion to approve the minutes from the February 9<sup>th</sup>, 2017 Board Meeting. The motion was seconded by Trustee Henry. The motion was approved with Trustee Browning, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same. Trustee Gustafson abstained.

### **RESOLUTION # 030-17**

### **GENERAL FUND ABSTRACT APPROVAL**

Deputy Mayor Ferguson made a motion to approve the General Fund Abstract #19 in the amount of \$58,971.24 covering Voucher #912 to Voucher #972. 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.

### **RESOLUTION # 031-17**

### **SEWER FUND ABSTRACT APPROVAL**

Deputy Mayor Ferguson made a motion to approve the Sewer Fund Abstract # 19 in the amount of \$55.00 covering Voucher #16. 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.

### **RESOLUTION # 032-17**

### **BUDGET TRANSFER(S)**



Village of North Syracuse  
Regular Board Meeting  
Thursday, February 23<sup>rd</sup>, 2017 4:30 PM

Deputy Mayor Ferguson made a motion to approve the budget transfer for \$1,000 from A1990.4 Contingency to A1620.452 Postage to cover the costs of the Postage used for the Trash/Bulk Trash Flyer mailing which exceed the budgeted amount for Postage. 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.

**CITIZENS' VOICE:**

The Mayor invited anyone that wished to share concerns or thoughts to address the Board.

**NEW BUSINESS:**

**DISCUSSION OF PROPOSAL TO PERFORM CABLE FRANCHISE  
RENEWAL SERVICES (COHEN LAW)**

Gary Butterfield stated at the last staff meeting they had a conference call with a law firm, Cohen Law, who specialize in cable franchise agreements and renewal services. He continued that currently we have both Time Warner Cable and Verizon in the Village; we do not have a signed agreement with either one of them. He explained the interest was generated while trying to get WiFi in the Parks and trying to negotiate rather than paying for it. We contacted Cohen Law Group whose expertise is found in many negotiating franchise agreements with local governments to help secure the best revenues in kind benefits and new legal protections. He went on to say they have sent us a contract; if we want to engage them to do contracts with both, the fee would be \$13,430. He continued we do not have this budgeted and we can wait to think about it. The Mayor stated that he believed it was something that they should do, because we don't have a signed agreement. He suggested there are probably revenues that we do not know about, that we could realize, as they know all the hidden things that they could bring to light. Trustee Henry asked if the Board could look at the contracts before getting involved in this to see what they are. The Mayor commented they gave a list of references, and the Village Clerk-Treasurer emailed them and has received one response. Attorney Chatfield clarified that he was referring to the existing franchise agreement. Trustee Henry responded he would like to look at some of the agreements other Towns and Villages have, so they could compare them apples-to-apples to see if it is worthwhile to spend the \$13,430. Deputy Mayor Ferguson shared there are two or three cities that they saved a lot of money on. The Mayor commented that they saved one city \$40,000. He continued that without an agreement, we have no legal protection if something happens. He asked if he was correct. Attorney Chatfield stated there is a doctrine that the old agreements stay in place. However, they are substantially updated now. He stated if the Board wanted he could do the negotiations and contracts, but stated these people have expertise in this that he doesn't have, as they do this every day and they are more familiar with what can be and cannot be effectively negotiated. He also added they have the staff to utilize the rights



Village of North Syracuse  
Regular Board Meeting  
Thursday, February 23<sup>rd</sup>, 2017 4:30 PM

that we do have to disclose and discover income streams that may not be covered under our existing agreements. Mr. Henry asked if we collect revenue under our existing agreements. The Mayor confirmed that we do, but there are a lot of loopholes. He stated he likes the discovery that we don't know. Mr. Henry asked what happens in the event that Verizon decides they are going to bailout on us. Attorney Chatfield stated he had not heard of that happening, but there are other providers that would be happy to step in. He continued the language in the agreements is very technical. For example-what is gross revenue? Does it include newly created revenue streams? He stated our agreement is old enough that things like may not include streaming; there are things that you pay for now and are available through these providers that did not exist when our agreement was done. He questioned if we are electing our share of that revenue; it can amount to more than what we used to get through the regular revenue, for cell phone use and that type thing. The representative from the Cohen Law Group was certain the Village would recoup the cost of their fees in a short period of time by the enhanced revenue to the Village, simply by utilizing the authority that already exists in our existing agreement. Mr. Henry commented that he didn't want us to have to have to hire Cohen again, and he did not want to see a negative impact to come back to the Village. Mrs. Browning asked how a negative impact would come back. Mr. Henry responded that maybe a decrease in our funds. The Mayor inquired as to what the revenue stream was now, and the Village Clerk-treasurer Kufel stated it is about \$125,000 per year between the two. The Mayor stated that we already get \$125,000 right now which is what Verizon pays to us. There are other revenue streams that we are missing which would generate more money and we do not monitor the agreements. Mrs. Gustafson stated that is not a guarantee that we will get more revenue. She continued if we put out \$13,430 that we are already getting the \$125,000, and they do not give us any more money. The Mayor stated we do not have updated signed agreements with the two providers. Deputy Mayor Ferguson stated he would support signing this as with the new technology coming up, we could get higher speeds. Mrs. Browning stated there are things that we don't know; and we will learn more-that is a guarantee. Attorney Chatfield stated our renewals are long past the renewals, so if we sit another two weeks or whatever giving you to review or obtain additional information; it certainly will not hurt anything that we have learned thus far. He continued they could inquire as to whether they could compare recently negotiated agreements by the Cohen Group with other municipalities. We probably won't be able to see the numbers, but we would be able to see what they negotiated, and what we do not have in our agreements. The Mayor stated they gave us three references: The City of White Plains which we know the Mayor there that we could reach out to; and also, the city of Batavia which are both active members in NYCOM. He continued there are several towns with fewer Villages in the State that they handle, and he thinks they handle several states. The Mayor thought it was wise to do and considered it an investment. Village Clerk-treasurer Kufel stated quarterly she receives a check, but there is nothing monitoring the numbers. She continued the reason behind all of this was to get WiFi in the Parks, but she does feel if they move forward with it that the Village will receive more revenue. She feels that they will find something that will augment and they will find something that would possibly pay for WiFi in a couple of the parks. Attorney Chatfield stated the limit on the tax is



Village of North Syracuse  
Regular Board Meeting  
Thursday, February 23<sup>rd</sup>, 2017 4:30 PM

maxed out at 5% of what is defined as gross revenues and that sort of thing. He continued, at this point, we have not exercised that right in the past; and we do have a right to audit their entire revenue streams to see that they are not excluding things. He pointed out this is part of what Cohen Group would do, having number crunchers on staff; they will take their gross revenue streams and analyze it and compare to the existing contract during the course of the process projections assuming the same number of customers ring true, and they will be able to project to us what additional revenues they will be able to project to use. He shared he felt it was a good idea to look out to other municipalities to see what their experience has been with them. He stated he can't speak for them as he doesn't know anything about them. Mr. Fred Wilmer asked if they can add a performance clause that they have to meet. The Mayor stated there was some language in the agreement. Attorney Chatfield stated that is one of the things the representative from Cohen Group talked about on the phone; but he also stated there were some very difficult enforcement issues, but you can include a clause for minimal levels of performance. The Mayor stated a motion was not necessary today, but we should proceed with this in the near future and it was tabled.

**NEW BUSINESS:**

**DISCUSSION OF NY GRANTS/URBAN FORESTRY GRANT  
AND AUTHORIZE VILLAGE SHARE OF \$4,448.25**

The Mayor stated the Board has received the grant documents put together for the NY Grants/Urban Forestry Grant of which the Village will need to contribute \$4, 4448.25 in kind toward the grant which is for the amount of \$22,171.25. He continued he would need a motion to spend that \$4,448.25 or we can wait to see when we are notified if we get the grant. This item was tabled for now.

**RESOLUTION # 033-17**

**DISCUSSION OF LED LIGHTING-AESTHETICS/  
BUDGET TY OR NEW BUDGET**

As you know, the Mayor stated as you know the DPW Superintendent has placed the L.E.D. Lights. He commented he likes them, but you can't see them from the side; you have to get under them and then all the sudden you are bathed in light. He stated that this is an investment with a \$30,000 outlay with a three year payback. He thought this is something that we should do. He continued another thing is that some of the streets have lights on every pole. He explained we do not necessarily need lights on every pole on some of those streets; so we could cut down on the number of the street lights that we have. He shared that we pay National Grid for the use of it and that payment per year is between \$109,000-\$110,000; so the anticipated savings is about \$10,000 per year, so that is the three year payback. Deputy Mayor Ferguson asked if it included the ornamental lights in the center of the Village. The Mayor remarked no; the technology was not up to speed for those yet. Trustee Browning made a motion to go ahead with the \$30,000 investment in the L.E.D. lights to be installed



Village of North Syracuse  
Regular Board Meeting  
Thursday, February 23<sup>rd</sup>, 2017 4:30 PM

throughout the Village in lieu of current lighting. 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.

**DISCUSSION OF VILLAGE HALL SCHEMATIC-  
HARMONY ARCHITECTURAL ASSOC.**

The Mayor explained in lieu of tax caps and budget constraints, he would like to see an addition on the front of Village Hall. For those who are working and spending time in Village Hall, it is rather crowded; the conference room is quite small, and we do not have an accessible bathroom. He continued that he contacted an architect of which he shared his idea to put a conference room out in front asked for any idea he may have. It will have corridors coming in; it will also give the Police and Court a little more lobby space, as right now they do not have any. He stated it would also give us a little more room upfront. Those of you that come right into our side of the office, the copy machine is right there. He stated he asked the architect for drawings and an idea, so maybe we could do it ourselves without having to go to public bid. He doesn't know if we can make it happen, but at least get some schematic designs, so then maybe we can go out for grants; the fact that we do not have an accessible restroom will help us get some grant money. Trustee Browning asked what the cost of getting schematic drawings is. The Mayor stated the quote is for \$2,970. He needs to speak with him, because it is not completed drawings; but with what he knows, he could be a construction manager. Deputy Mayor Ferguson clarified whether he needed an architectural seal on those plans. Codes Officer Barnhart confirmed he does. The Codes Officer inquired if he looked at how much room he has out front, and the Mayor stated it just makes it. Going out 24 to 25 feet, which is close to the property line; so a variance will be not be needed. Police Chief Crowell stated they frequently have people coming into the lobby, often up to five people to discuss issues and it is more like a hallway than a lobby. He continued in addition to that, the Court, has that little closet there; and people come frequently to discuss things with her and there really is no room. He stated having that additional space makes it safer and he referred to the Drug Take Back Program; they have not been able to do that for our residents because they just do not have the room. He mentioned that was another thought that he had, about a drug take box could be placed in the lobby. Trustee Browning questioned what program he was referring to that he could not do for the residents because of no room. Police Chief Crowell explained many residents (especially elderly) have old medications that they need to dispense with, and this would be a metal container that is easily available for them to discard the medications but yet it is controlled by the Police. Trustee Browning spoke of the Town of Cicero having one by their police and the drug stores. Trustee Henry commented he was not overly excited about this until they see what the budget process is going to be for next year. He continued that he understands that you definitely need it. He wanted to see about the budget after passing the override for the Tax Cap to see where it comes in at. The Mayor stated we didn't have to have it, but there are certainly limitations to our ability. Mr. Fred Wilmer asked how many square feet are we



Village of North Syracuse  
Regular Board Meeting  
Thursday, February 23<sup>rd</sup>, 2017 4:30 PM

talking. The Mayor responded two bays width; he estimated 30' by 20', maybe 30' x 16', something like that or maybe not even that. He was not sure what the two bays width was, but you know those columns that come out. He continued from the Flag pole over to the next that is centered by the column line; he is thinking those column lines and out not as far as the parking spot, about the end of the planter area. He explained you would still enter from the side walk area where there would be a door on this side and the Police side; there would be a larger lobby area with the new addition in his mind would be the conference room. Trustee Browning questioned if the Village doing it would mean the DPW could do it. The Mayor stated they could do the excavation some concrete pour. He continued we could sub out the masonry, framing, and sub other stuff out which the Mayor could manage. Attorney Chatfield stated there are ways to avoid the prevailing wage and other very expensive costs to municipal construction. Attorney Chatfield explained until we get into the detail, he could only tell you that he has done other construction projects for relatively a fraction of what other municipalities pay, by avoiding those expenses. The Mayor stated we do not have to sign on the dotted line. He suggested waiting until the first budget objections come in. He stated that is something he would like to see happen at some point. He stated there have been studies come in to build a new Village Hall and he didn't see that happening; but this would give us a little more space and that would be nice.

**ATTORNEY REPORT:** No Report.

**ENGINEER REPORT:** No Report.

**DEPARTMENT HEAD REPORTS:**

**Police Department:** He stated he hoped to get the Police Department 2016 Annual Report done in the next couple of weeks, and he will have that distributed to the Village Board. He continued that he did get some preliminary numbers from the 911 center for 2016; and it looks like, once again, we are going to be the busiest Village Police Department in Onondaga County. The numbers are not quite as high as 2015, but they are close. Lastly, he wanted the Board to know he is still trying to put together some panel interviews for those Part-time vacancies that currently exist. Once I get a crew selected to come in, he will be leaning on Deputy Mayor Ferguson again.

**Fire Department:** No Report.

**Public Works Department:** No Report.

**Parks and Recreation Department:** No Report.



Village of North Syracuse  
Regular Board Meeting  
Thursday, February 23<sup>rd</sup>, 2017 4:30 PM

**Codes Department:** No Report. Trustee Gustafson asked what was happening with what used to be a garage at the corner of Elm Street and Rt. 11. Codes Officer Barnhart replied he is in there renovating; he wants to put a Beauty Parlor and a Personal Trainer in there. He has a Building Permit sitting on the Codes Clerk's desk which we called him last Thursday to come and pick up and he spoke with him again yesterday asking him to come in and pick it up. He will have to go to the Planning Board.

**Clerk-Treasurer:** She stated the LED lighting is not budgeted in the current budget and she knows the DPW Superintendent has put it in his budget model for next year; so she wanted to know if they wanted to start that effective immediately. If so, she will need a motion to take that out of fund balance and that is a lot of money. The Mayor stated he would prefer to take that out of the fund balance, because the fund balance is in good shape, \$30,000 at one point. The L.E.D. has a guaranteed payback, so he would prefer to take it out of existing revenues. Trustee Henry asked if we needed to take that all at once. Village Clerk-Treasurer Kufel stated she was pretty sure. She stated she knew that Smart Watt Program they let us pay a little over time, but she will ask the DPW Superintendent when he returns. The Mayor stated he wanted to put that on hold until the DPW Superintendent comes back. She stated she was working on the budget models and she still does not have the Court and the Fire Department has not turned it in yet either; but as soon as she gets those, she will try to get a template put together. She asked that they keep in mind as she distributes the templates she always tries to update the current year to date expenditures; I believe what you have in your hands right now is thru December 30<sup>th</sup>, 2016. She will update that with January and then February numbers as we go on, so you can kind of see seventh month, eighth month, where we stand with that. Also, Mrs. Ilacqua and she sat thru an hour long demo today of the Heartland Payroll. She commented that there are a lot of features that we currently do not have at all, so we are progressing with that. She stated they would be doing a hands-on-model with Tim coming in also, it and she has some numbers with the cost of it; more than likely she will be budgeting for it under her budget.

**DEPUTY MAYOR-TRUSTEES REPORT:**

**Trustee Gustafson:** She stated that last Saturday she had a minor emergency at her home that required her to call 911. She continued that the North Syracuse Fire Department responded quickly and were very professional. They handled it very well and stayed with her until National Grid got there; so she is very pleased with their performance. She also wanted to extend her regrets to Vera Desimone and the family.

**Trustee Browning:** She stated she would like to extend sympathy to Vera, who serves on one of our Boards. Her daughter died suddenly. Vera does a lot for our community. It is just sad; I think all of us owe our condolences to her. Last week, along with the Mayor, Deputy Mayor Ferguson, and Trustee Henry; she attended a NYCOM Conference for three days in Albany. It was very helpful; and learned a lot. They were able to bring up questions which they can now address, so hopefully they can do a



Village of North Syracuse  
Regular Board Meeting  
Thursday, February 23<sup>rd</sup>, 2017 4:30 PM

better job. She complimented what a good driver the Mayor was in that horrible storm last Sunday.

**Trustee Henry:** Last Wednesday night, he stated the entire Board went to Town of Salina for the Consensus Meeting. He spoke about how proud he was, of all the municipalities that attended, being one of the few with the whole Board present, so thank you.

**Deputy Mayor Ferguson:** He stated the NYCOM Meeting in Albany was very informative. He spoke about meeting with Senator De Francisco and Assemblyman Stirpe about issues that were very important to us. He continued that something people should keep in mind since we just had some warm weather here, is you cannot park on the street until after April 15<sup>th</sup>. The next Public Safety Meeting is March 6<sup>th</sup>, 2017 at 4:00 p.m. downstairs at the Community Center.

**MAYOR'S REPORT:**

The Mayor stated budget process has begun and he is looking to get the budget back from the department heads, so they can get the first model done; then they can begin the process of cutting, chopping, negotiating, and to see what they come up with. The Mayor stated the NYCOM Conference was very good, and there was lots of information. He continued they did get a chance to meet with Senator De Francisco spending about twenty minutes with him and some of the other Mayors and Trustees from around the area; that was an interesting discussion. The Mayor stated that there was not a lot of hope that things were going to change much. Then Deputy Mayor Ferguson and myself met with and Assemblyman Stirpe again for some good discussions, but the same type of discussion; we are not hopeful that things are going to break loose from Albany and we are going to get all kinds of money. He continued that Assemblyman Stirpe has since then come out with a proposed bill, in his mind, we will go along with Consensus, if the state takes back the Medicaid burden from Onondaga County. The Mayor stated the chances of that happening are slim and none, so we are faced with Consensus. You know that there is a push to get a referendum ballot by November; he stated he did not see that happening. He continued that they are just going to keep plugging along doing the things we do. He added, once again, the Villages are very efficient in providing services with the budgets that they have. They also had a meeting last week on the 15<sup>th</sup>, and there was not a lot of promise there either; we are just going to keep working thru and, in the meantime, we are going to continue to do what we are doing. There is a Solar Energy Workshop being held on Thursday, March 30<sup>th</sup>, 2017 at 6:00 p.m. to 7:30 p.m. at the Community Center. He continued anybody can come, grants available for homeowners, and there is a flyer at Village Hall. He stated he has been encouraging the Village to go to a payroll service to free up the Deputy Clerk-Treasurer, because she spends quite a lot of time doing Payroll which is all manual. He stated that they met with two payroll companies; the second one was Heartland and the department heads that are affected by the payroll, which is most of them that were there. They were well received, and as Village Clerk-Treasurer Kufel expressed they sat through a webinar today. He share there are a lot of things that we could do, but





Village of North Syracuse  
Regular Board Meeting  
Thursday, February 23<sup>rd</sup>, 2017 4:30 PM

do not do because we are manual now. He continued there is cost to it, but if the Deputy Clerk-Treasurer were freed up from some of her responsibilities, then we could use her to do some other things at Village Hall. He stated if the cost of the payroll service is less than the cost of a part-time person, then it is a win. Also, he pointed out right now the only person that can do our payroll is our Deputy Clerk-Treasurer, so if she were to get in an accident or suddenly she is not available; the Village Clerk-Treasurer would try to do it. He added it is complicated, and she has never done it, so if we have an electronic service; they may have someone who can come and help us out, so at least there would be some protection potentially. He stated the Parks Director is in the sun somewhere with her family, but he reminded everyone of the following upcoming events:

Village Easter Egg Hunt	Saturday, April 8 <sup>th</sup> , 2017	9:00 a.m.-Noon
Village Bunny Breakfast	Sunday, April 9 <sup>th</sup> , 2017	8:00 a.m.-Noon
Village Earth Day Event	Saturday, April 22 <sup>nd</sup> , 2017	9:00 a.m.-Noon
Village Family Festival	Saturday, May 27 <sup>th</sup> , 2017	11:00 a.m-5:00 p.m.

He stated once again our thoughts and prayers go out to Vera Desimone who suffered the loss of her daughter. We also lost a Firemen, Pete De Salvo passed away as well. He continued the Parks Director Roth was sponsored for an award through the Central New York Parks and Recreation and she won an award, the "Lucas Award" which was quite an honor for her. Also, at the same time we received an award for the renovations to Lonergan Park. He stated when he was with Assemblyman Stirpe that he thanked him, because we had won an award for the design of the park, and Parks Director Roth also won an award for "Outstanding Parks Director."

Mayor Butterfield asked for a motion to adjourn. Trustee Browning made a motion to adjourn at 5:15 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

VILLAGE OF NORTH SYRACUSE  
REGULAR BOARD MEETING

DATE

2/23/17

PLEASE SIGN IN

NAME

ADDRESS

David WYLMER

227 Belmont Dr

Ashley Casey

St. Review

1705 17th St

SEMINOLE Vt roads