



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, June 22nd, 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 the 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 Kufel, Police Chief Michael Crowell, DPW Superintendent Gary Wilmer, Assistant Chief Bob Liberatore, Parks Director Teresa Roth, Village Engineer Amy Franco, and Village Attorney Scott Chatfield.

Personnel Absent: Codes Enforcement Officer (Vacant).

RESOLUTION # 116-17

APPROVAL OF BOARD MEETING MINUTES

Trustee Gustafson made a motion to approve the minutes from the June 8th, 2017 Board Meeting. 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 # 117-17

GENERAL FUND OLD BUDGET ABSTRACT APPROVAL

Deputy Mayor Ferguson made a motion to approve the General Fund Abstract #28 old budget in the amount of \$76,045.00 covering Voucher #1331 to Voucher #1365. 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 # 118-17

GENERAL FUND NEW BUDGET ABSTRACT APPROVAL

Deputy Mayor Ferguson made a motion to approve the General Fund Abstract #02 new budget in the amount of \$250,949.98 covering Voucher #14 to Voucher #81. 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.

RESOLUTION # 119-17

SEWER FUND NEW BUDGET ABSTRACT APPROVAL



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Deputy Mayor Ferguson made a motion to approve the new budget Sewer Fund Abstract #02 in the amount of \$190.59 covering Voucher #02. 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.

CITIZENS' VOICE:

The Mayor invited anyone that wished to share concerns or thoughts to address the Board. The Mayor asked if anyone else would like to speak and no one responded, so he closed Citizens' Voice.

OLD BUSINESS:

PROPOSAL FOR DOG CONTROL SERVICES

The Mayor stated today they received a potential agreement with the SPCA for Dog Control Services. He continued Chief Crowell has just been able to connect with the new leadership, and we have not had a chance to look at this yet. Trustee Henry verified the \$4,000 will be prorated. The Mayor stated we will table this until the next meeting.

NEW AGREEMENT WITH CROWN CASTLE-LEASE EXTENSION

Attorney Chatfield stated he was remiss in not calling to ask where it is and it has not arrived. He indicated that he is trying to get it back dated to our new agreement.

NEW BUSINESS:

RESOLUTION # 120-17

**RESOLUTION AUTHORIZING CLERK TREASURER TO DO
BUDGET TRANSFERS TO CLOSE THE FY 5/31/17**

Deputy Mayor Ferguson made a motion to authorize the Clerk Treasurer to do budget transfers to close fiscal year ending 05/31/2017. 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 # 121-17

**DISCUSS/AUTHORIZE CHA TO PREPARE COMMUNITY
CHALLENGE GRANT FOR AARP GRANT**



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The Mayor stated CHA would prepare the Community Grant Application for a not to exceed amount of \$1,000 and the work has to be done by November 2017. Deputy Mayor Ferguson made a motion to authorize the Mayor to sign paperwork prepared by CHA with a not to exceed amount of \$1,000 for preparing the Community Challenge Grant from AARP. 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.

RESOLUTION # 122-17

TAP GRANT AWARD MASTER AGREEMENT

Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore.

WHEREAS, a Project for the North Syracuse Complete Streets Corridor Project, P.I.N. 395061 (the Project) is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal Funds and 20% non-federal funds; and

WHEREAS, as provided for by agreement with the NYS Department of Transportation, PE and/or ROW Incidental or ROW acquisition work performed by the municipality for the federal aid-eligible construction project covered by the agreement, the costs of such work that are approved in writing by NYSDOT as applicable to the federal aid and Marchiselli aid construction work (excluding costs applicable to non-federally eligible or non-Marchiselli eligible project elements) shall be credited following FHWA's construction phase closeout audit of the Project to Project costs that are eligible for federal aid and Marchiselli aid; and

WHEREAS, the Village of North Syracuse desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Engineering Construction and Inspection.

NOW, THEREFORE, the Village Board, duly convened does hereby

RESOLVED, that the Village Board hereby approves the above-subject project; and it is hereby further

RESOLVED, that the Village Board hereby authorizes the Mayor of North Syracuse to pay in the first instance 100% of the federal and non-federal share of the cost of engineering and construction work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$1,253,273 is hereby appropriated from the General Fund and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event of the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Village of North Syracuse shall convene as soon as possible to appropriate said excess



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amount immediately upon the notification by the Board thereof, and it is further,

RESOLVED, that the Mayor of the Village of North Syracuse be and is hereby authorized to execute all necessary Agreements, certifications or reimbursement requests for Federal Aid and/or Marchiselli Aid on behalf of the Village of North Syracuse with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share of federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this resolution shall take effect immediately.

CERTIFICATION OF VOTE:

Mayor Gary Butterfield	Aye	
Deputy Mayor Fred Ferguson	Aye	(Seal)
Trustee Diane Browning	Aye	
Trustee Pat Gustafson	Aye	
Trustee Charles Henry	Aye	

Dianne M. Kufel 7/14/17

 Dianne Kufel, Village Clerk Treasurer Date

RESOLUTION # 123-17

DISCUSS/AUTHORIZE MAYOR TO SIGN PERMITS/TIME SENSITIVE DOCUMENTS FOR CODES

Deputy Mayor Ferguson made a motion to authorize the Mayor to sign permits and time sensitive documents for the Codes Department. The motion was seconded by Trustee Gustafson. Trustee Henry stated his concern was he did not want to see any back lash coming out of this because the Mayor is not state certified. Attorney Chatfield stated he recommended to the Mayor, because there are a lot of the technical issues associated with the Building Permit reviews; that he should ask the



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Board for authority to get somebody who is a qualified as an expert to review them. He continued a letter should be written and placed in the file that says, "I, as a certified professional have review these plans and in my opinion they satisfy the code and a permit can be issued." The motion was approved with Trustee Browning, Trustee Gustafson, and Deputy Mayor Ferguson, all voting in favor of the same. Trustee Henry opposed.

RESOLUTION # 124-17

**DISCUSS/AUTHORIZE AGREEMENT-SHEILA
WEED/ARCHITECT**

Trustee Browning made a motion to authorize the Mayor to sign the agreement for Sheila Weed Licensed Architect at \$50 per hour per diem, on an as needed basis to review plans and perform the inspections until we get someone. The motion was seconded by Trustee Henry. Trustee Henry verified that it would be Sheila Weed doing inspections. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

**DISCUSS/AUTHORIZE SETTLEMENT AGREEMENT-
POLICE DEPT.**

The Mayor stated he would like to have this discussed in an Executive Session before making a motion, so this was tabled until later.

RESOLUTION #125-17

**DISCUSS/ASSIGN COMMITTEE FOR CONSULTANTS
OF THE TAP GRANT SELECTION**

Trustee Gustafson made a motion to authorize Deputy Mayor Ferguson, Trustee Browning and DPW Superintendent Wilmer to serve on the Committee of (3) to make the selection process for the TAP Grant Selection. 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.

RESOLUTION # 126-17

**DISCUSS/AUTHORIZE THE FULL-TIME APPOINTMENT
OF E. WARE-DPW MTC. WORKER**

Trustee Browning made a motion to authorize the full-time appointment of Ed Ware, DPW Maintenance Worker at \$37,440 to start effective July 3rd, 2017. The motion was seconded by Deputy Mayor Ferguson. The motion was approved with Trustee Browning, Trustee Gustafson, Trustee



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Henry, and Deputy Mayor Ferguson, all voting in favor of the same.

RESOLUTION # 127-17

**SURPLUS GARAGE ITEMS-DESKS/CABINET/
SHREDDER/CREDENZA, ETC.**

Trustee Henry made a motion to authorize the list of items to go for surplus. 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 #128-17

DISCUSS/AUTHORIZE ADDITIONAL UMBRELLA INSURANCE

Trustee Henry made a motion to authorize the increase of the Umbrella limit to \$2,000,000/\$4,000,000 maximum with two [2] occurrences at an additional cost of \$1,367. 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 #129-17

**AUTHORIZE MAYOR TO SIGN JUVENILE AID (\$718) AND SUMMER
SWIM LESSON PROGRAM (\$644) 2017 AGREEMENT**

Deputy Mayor Ferguson made a motion to authorize the Mayor to sign the Juvenile Aid in the amount of \$718 and the Summer Swim Lesson Program in the amount of \$644; Agreements for 2017. 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.

ATTORNEY REPORT: No Report.

ENGINEER REPORT: No Report.

DEPARTMENT HEAD REPORTS:

Police Department: He stated the new full time police officer is doing well in our Employee Rotation Program and he will start Phase II of the Police Academy on July 3rd, and should be on the ground once he is out of Phase II. He is a Village resident. He continued he should be bringing the Board a recommendation soon. He stated they started a background investigation on a part-time officer position as well; we are 50% done with that and I will let you know when we are done with that as well. Again, this individual is also a Village resident. The Chief Crowell clarified that the new hire and second individual are both Village residents.



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Fire Department: Assistant Chief Liberatore stated there is a lot going on at the Fire House and they are about 80-90% complete with the overhead door project. He continued that there have been a lot of runs this month and the guys and ladies have been running tirelessly. He verified that as far as Codes for the Fire Department; he is still notifying the Mayor for the Village stuff. The Mayor agreed.

Public Works Department: He stated he believes the new Brush Truck will be delivered tomorrow. He got a call today, so hopefully he can get that on the road sometime next week. He continued L.E.D. Lighting is being installed right now throughout the Village. He stated they have already taken down the ones that we wanted taken down on some of the streets. Brush pickup starts next week and the week after that will start Bulk pickup. Also next week we may be starting our paving for this year. He continued Grant Cummings is going to retire Thursday of next week after 32 years. He will be continuing the watering of the flowers for the Village.

Parks and Recreation Department: She stated a lot of the summer programs start next week. The pool is already open. She stated the Summer Camp Program starts next Monday and we have about 45 kids signed up. Swimming Lessons will be starting Monday as well. The Summer Concert Series starts this next Wednesday as well.

Codes Department: No report.

Clerk-Treasurer: She appreciates the departments help, as this is the final abstract for the old budget unless something comes trickling in, but that is a good sign and she can get closing the books hopefully. She continued we have had some interns, summer lifeguards and everything helping in the back office, but they are done now and actually going to work for Parks permanently. She stated that she is looking into an employment agency to get some help in the back office now, because we are have been extremely busy with several extra projects that have surfaced.

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee Henry: He stated he is very delighted to be elected another four years in the Village. He shared he couldn't be happier; that this is a passion of his and he looks forward to the next four years. He expressed his thankfulness.

Trustee Browning: She stated she has had some questions over the last couple of weeks about the grass which we planted between road and the front of the businesses/homes. They do not feel that they should have to mow it. She asked DPW Superintendent Wilmer to explain the regulations. DPW



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Superintendent Wilmer stated we have road rights, but it is the property owner's responsibility to mow the grass. He stated if that were the case we would have to mow up and down every street, so it is the property owner's responsibility to mow the grass. Trustee Browning asked what happens if someone absolutely refuses to mow. Attorney Chatfield stated that we have a statute and the Codes Enforcement Officer can cite them and there is a mechanism that we can actually do it self-help and add the cost to their tax bill.

Trustee Gustafson: She congratulated her fellow Trustees on the re-election. Also, she wanted to congratulate Grant Cummings on his retirement.

Deputy Mayor Ferguson: He thanked everyone for his personal votes that he received. He stated that he wished that there was a larger turnout and an easier to read ballot. He continued the next Public Safety Meeting is going to be held on September 11th, 2017 at 4:00 p.m. downstairs.

MAYOR'S REPORT:

The Mayor offered his congratulations to the successful candidates for re-election including our Judge. He continued the Main Street issue with the topsoil that was spread way back; it has settled and we have had people that have not mowed. He stated our contractor took away some cones, etc., especially down by Stickle's, and some people have tried to go by a couple of different times making that a real mess; we are concentrating on this. He continued both engineering and DPW have been communicating with our contractor trying to get that taken care of. He asked Mrs. Franco about the change order for the balance of the work on Route 11. Mrs. Franco stated she has not received a response for that. The Mayor continued that there are some other areas that we want to do the same thing, but we are just waiting for a change order from the contractor before we can continue on. DPW did replace some sidewalks on Rt. 11. Also the state in two years will be working on the crosswalks and ramps more near the sidewalks on Rt.11, due to federal regulations, as some of the crosswalks and the ramps at intersections which do not meet code. He continued they have told us what we can do to keep those in as good a condition as we can. He stated that there was another meeting in Liverpool for the Mayors and Supervisors, but because of a family emergency he was almost there when he had to come back to deal with issues with his dad. He continued he talked to Mark Vanesky, Cicero Town Supervisor about what happened last night. He stated there was some discussion with some good ideas. He continued in August there is another meeting scheduled for Mayors and Supervisors to respond to the mandate; that we have to come up with some plans for consolidation to meet a law, which was passed by the state governor. He will share updates as the information becomes available. He stated that the Village elections were a success. He continued the last item he wanted to mention the AARP Grant is to open up the end of Church Street, on the



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recommendation from SMTC who has done a study. The recommendation that makes the most sense is to make a right turn only, so that is the intent. He also shared he is in discussion with the owner of the little store on the corner, where Jeffery's Shoe Repair was. He continued for the amount that was offered to purchase it; the Mayor wants to do it. He asked DPW Supervisor Wilmer about the investigation into it. DPW Supervisor Wilmer stated it will cost \$2,000 to have it tested to find out if there is asbestos that needs to be abated. The Mayor stated it is a toxic building; he commented anything is toxic now a day when you start to tear it down, but he thinks it would be worthwhile to clean that spot up on behalf of the Village. He continued that would go along with opening up the end; cleaning things up and getting rid of that old concrete down there. Also, he stated there was some discussion with Masonic Lodge with the lot we share getting it spruced up. He explained that the AARP Grant is for sprucing things up. Mrs. Franco stated the AARP Grant is pretty much geared towards seniors.

Mayor Butterfield made a motion to enter into **Executive Session** 5:04 p.m. to discuss a personnel matter and there may be a little further business when we come back. 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.

The Board returned to **Regular Session** at 5:56 p.m.

RESOLUTION # 130-17

**DISCUSS/AUTHORIZE SETTLEMENT AGREEMENT-
POLICE DEPT.**

Deputy Mayor Ferguson made a motion to authorize the Mayor to sign the Settlement Agreement with R. Comerford. 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.

Mayor Butterfield asked for a motion to adjourn. Trustee Browning made a motion to adjourn at 5:58 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

