



VILLAGE OF NORTH SYRACUSE
Regular Board Meeting and Annual Meeting
Thursday, July 14th, 2016 @ 6:30 PM
North Syracuse Community Center
700 South Bay Road, North Syracuse, NY 13212

The Village of North Syracuse Regular Board Meeting and Annual Meeting began at 6:30 P.M. with Mayor Gary Butterfield inviting everyone present to join him in the Pledge of Allegiance.

Swearing in/Oath of Office for: Trustee Chuck Henry

Judge Bertrand performed the official Oath of Office to swear Chuck Henry in as the newly elected Village Board Trustee.

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, DPW Superintendent Gary Wilmer, Village Engineer Brian Bouchard, and Village Attorney Scott Chatfield.

Personnel Absent: Police Chief Michael Crowell, Parks Director Teresa Roth, and Fire Chief Tim Ellis.

RESOLUTION # 130-16

APPROVAL OF BOARD MEETING MINUTES

Deputy Mayor Ferguson made a motion to approve the minutes from the June 23rd, 2016 Board Meeting. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

RESOLUTION # 131-16

GENERAL FUND ABSTRACT APPROVAL

Deputy Mayor Ferguson made a motion to approve the General Fund Abstract # 29 old budget in the amount of \$54,602.75 covering Voucher #1506 to Voucher #1513. The motion was seconded by Trustee Browning. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

RESOLUTION # 132-16

GENERAL FUND ABSTRACT APPROVAL

The Mayor stated this abstract includes: \$31,000 for Workers Compensation, approximately \$90,000



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 14th, 2016 6:30 PM

for General Insurance Liability Property, \$77,500 for Smith Structures and \$23,301 for the LOSAP-Service Award Program. Deputy Mayor Ferguson made a motion to approve the General Fund Abstract # 3 in the amount of \$398,606.47 covering Voucher #69 to Voucher #147. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

RESOLUTION # 133-16

SEWER FUND

Deputy Mayor Ferguson made a motion to approve the Sewer Fund Abstract #29 in the amount of \$266.40 covering Voucher #27. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

RESOLUTION # 134-16

BUDGET TRANSFER

The Mayor explained the transfer of monies was to cover the shared service for Codes Enforcement with the Town of Cicero. The original agreement was until August 15th, but with the hiring of David Barnhart we have requested to cut this agreement short by 30 days. Deputy Mayor Ferguson made a motion to approve a budget transfer for \$4,200 from A1990.4 Contingency Account to increase A3620.414 Codes Outside Svcs. Shared w/Cicero. The motion was seconded by Trustee Henry. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

CITIZENS' VOICE:

Vera Desimone of 304 Belmore Drive stated she came to thank everyone; especially Superintendent Wilmer and Parks Director Roth as well as the others that worked so hard. She continued to say it was very lovely and the Board should be so proud of the Family Festival because she has received so many nice compliments.

RESOLUTION # 135-16

PERSONNEL APPOINTMENT(S)

The Mayor stated that the Board has been given a copy of the personnel appointments for 2016-2017. He clarified that everyone had read the list. Deputy Mayor Ferguson made a motion to approve the list as presented and this detail to become a document within the minutes. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

Annual Meeting Information – 7/14/16



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 14th, 2016 6:30 PM

Personnel Appointments:

- Historian – Alfred W. (Bill) Ferguson
- Director of Parks and Recreation – Teresa Roth (no harm no foul to reappoint but not legally required)
- Codes Enforcement Officer – David Barnhart (no harm no foul to reappoint each year but not legally required)
- Village Clerk-Treasurer – Dianne Kufel (no harm no foul but only every 2 years)
- Deputy Village Clerk-Treasurer – Julia Getman (no harm no foul but only every 2 years)
- DPW Superintendent – Gary Wilmer (depends on the date this position was created-no harm/ no foul to reappoint)
- Police Chief – Michael Crowell (no harm no foul to reappoint but not legally required)
- Signatories – Mayor, Clerk/Treasurer, Dep. Clerk Treasurer
- Attorney – Scott F. Chatfield
- Engineer – CHA (CHA)
- Official Newspapers – Eagle Newspaper (Star Review) and Post Standard
- Depositors – M&T Bank, Solvay Bank
- Official Insurance Co. – Eastern Shores – NYMIR and NY Municipal Comp Alliance for W/C
- Village Auditors – The Bonadio Group and Michael Benn and Company (LOSAP)
- Acting Village Justice – William Bradt
- Court Clerk – Cindy Goodman

Policies/Handbooks –

- Emergency Operations Plan
- Procurement Policy/Personnel Policy – Same as last year
- Fund Balance Policy – Same as last year
- Investment Policy – Same as last year

Mileage Reimbursement Federal Rate (IRS) – .54 cents per mile as of Jan. 1st, 2016

Board Meeting Dates – 2nd Thursday of each month @ 6:30 PM and the 4th Thursday of each month @ 4:30 PM at the Community Center unless otherwise noted.

Standard Work Day – Clerk-Treas./Dep. Clerk-Treas. F/T P/T	7 Hours Standard Work Day
Codes Dept. FT PT	7 Hours Standard Work Day
Court Clerk	8 Hours Standard Work Day
DPW-Highway Dept. Firehouse Caretaker	8 Hours Standard Work Day
Elected Officials	6 Hours Standard Work Day
Parks Dept. (Inc. Clerical/Seasonal FT PT	7 Hours Standard Work Day
Police Off/Dispatch Aids/Admin Aide	
Incl. Part-time Officers	8 Hours Standard Work Day



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 14th, 2016 6:30 PM

Audit Committee – Trustee Diane Browning and Clerk-Treasurer Dianne Kufel

Liaison Appointments:

Zoning Board of Appeals – Trustee Diane Browning
Planning Commission – Trustee Chuck Henry
Public Safety (Police) – Trustee Fred Ferguson
Clubs and Organizations – Dep. Mayor Fred Ferguson
Chamber of Commerce – Mayor Gary Butterfield

Fire Dept. – Mayor Gary Butterfield
Parks – Trustee Pat Gustafson
Codes Dept. – Trustee Chuck Henry
DPW Dept. – Trustee Diane Browning

Planning Commission:

Chairman

Gregg Lancette

3 Year Appointment Expires 7/01/2017

Members

Jeff Bachstein

3 Year Appointment Expires 7/01/2018

Paul Kolodzie

3 Year Appointment Expires 7/01/2018

Emily Sharp

3 Year Appointment Expires 7/01/2019

Vera Desimone

3 Year Appointment Expires 7/01/2017

Casey Daugard

3 Year Appointment Expires 7/01/2019

Fred Wilmer

3 Year Appointment Expires 7/01/2019

Alternate

Mayor and Chairman to search for an alternate

Zoning Board of Appeals:

Chairman

James Baker

5 Year Appointment Expires 7/01/2020

Members

Jeff St. Germain (filling vacancy of L. Alteri)

5 Year Appointment Expires 7/01/2018

Gloria Mitton

5 Year Appointment Expires 7/01/2021

Jack Gaiser

5 Year Appointment Expires 7/01/2017

Judy Hamel

5 Year Appointment Expires 7/01/2020

Alternate

David Robinson

5 Year Appointment Expires 7/01/2019



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 14th, 2016 6:30 PM

Committee Appointments:

Public Safety Committee Members:

Dep. Mayor Fred Ferguson
Ray Sharp
Jack Gaiser
DPW Superintendent – Gary Wilmer

Police Chief Michael Crowell
Codes Enf. Officer – David Barnhart
Fire Chief Tim Ellis
Parks Director – Teresa Roth

Disaster Plan Committee Members:

Mayor Gary Butterfield
Dianne Kufel – Clerk Treasurer
Codes Enf. Officer – David Barnhart
Matthew Conti – Director of Transportation

Dep. Mayor Fred Ferguson
Fire Chief Tim Ellis
Police Chief Michael Crowell
Debra Gallagher - NAVAC

MS-4/Stormwater Compliance Committee:

Mayor Gary Butterfield
Chairman of Planning Commission – Gregg Lancette
Codes Enf. Officer – David Barnhart
Village Attorney – Scott Chatfield
Village Engineer – Kristy Harris
Village Clerk/Treasurer Dianne Kufel
DPW Superintendent – Gary Wilmer

Board of Ethics:

Mayor Gary Butterfield
Raymond Holbrook
Robert Maloney
Christiane DeRosa
Amy Maggiolino

*** Housing Authority Members:**

Chairperson Pat Ferguson	Renew in 2019
Raymond Holbrook	Renew in 2018
Bradford Hunt	Renew in 2020
Diane Browning	Renew in 2021



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 14th, 2016 6:30 PM

Pat Gustafson

Renew in 2017

THE MAYOR REFLECTS ACHIEVEMENTS AND WHAT TO LOOK FORWARD TO

The Mayor spoke of finishing the first year as Mayor and beginning the second. He thanked the Trustees and Department Heads for all the good work that they have done. He continued he wanted to do a "state of the Village." He spoke of several things that have happened within the first year and are still in progress: 1) Emergency Operation (completed), 2) We received monies from our county legislature over and above our Community Development to finish the sidewalks on Chestnut Street from Heritage Park down to the end of the Village line which is underway. 3) We received a grant for sanitary sewer and/or related improvements; our sanitary sewer system is in good shape. This grant allows for us to use it for other things if we use to "Green Up," so we are going to remove some of the pavement on Rt.11 and plant grass which is part of the green infrastructure and apply the rest to raising the manholes that need to be raised; and by combining them in one grant, we can save money on the bid process. 4) The Community Garden has been established behind North Area Meals on Wheels which is a nice public and private partnership. 5) Also we are working with our State Senator, Assemblyman, County Legislators and Complete Streets Committee to get Church Street and Chestnut Street paved with shoulders. Also, there is new incentive money with Complete Streets that is just becoming available statewide, so we are getting the word out. Senator De Francisco and one of the Legislators have responded requesting numbers which Superintendent Wilmer has compiled and we will be forwarding to them. 6) Approval has been granted to open up the 100 block of Church Street onto South Bay Road; approving a right in, right out, with no left turn at the top. We may do just the right turn out once we get funding to do the work. The goal is to improve some of the properties on Church Street and maybe add more commercial businesses in there. 7) Lonergan Park improvements are done except for placing rails and painting; so we should be able get through the punch list soon. 8) RESTORE NY monies just became available. We received notification at the last minute that there were grant monies left over from the state that had not been used up. Requirements were to have something shovel ready and the application submitted by 7/13/2016 and we had plans for the Dollar Store ready. The Village will make application and sign off and it is with a developer, Ozzie and Mike from Syracuse Realty. They are working with the current owner on agreement and the Phase I application was submitted; we are not sure whether the monies will come in this year or next. The next step is a full application needs to be done which will be more on Syracuse Realty than the Village. 9) We have received a resignation of the Codes Enforcement Officer, have gone thru the hiring process and appointed another Codes Officer. 10) We have been working well with our Police and have improved lines of communication with the Fire Department.

PERCENTAGE OF ALLOWABLE ASPHALT/STONE ON RESIDENTIAL PROPERTY

The Mayor stated he is working on trying to keep our residential districts from becoming parking lots



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 14th, 2016 6:30 PM

with commercial vehicles in some of them. Anything that is already there where there is a hard surface or pavement would be grandfathered, but we want to limit the expansion especially in front yards. He expects to have a completed proposal to the Village Board for their vote within a month.

RESOLUTION # 136-16

DISCUSS TEAMSTERS 1149 AGREEMENT

The Mayor stated the Board has received copies of the Teamsters 1149 agreement. He continued he and Deputy Mayor Ferguson have been negotiating with them and we feel we have come up with a good agreement. There are savings on insurance; but we had to give some things too. There are two things that we would like to modify:

- 1) **Longevity Pay** shall be payable in a separate check (pg. 13 and 14 on top)
- 2) **Time off for vacation:**

From	To
6 months to 1 year	7 months to 1 year
1 year to 3 years	2 years to 3 years
3 years to 6 years	4 years to 6 years
6 years to 9 years	7 years to 9 years
9 years to 14 years	10 years to 14 years
14 years and above	15 years and above

Trustee Browning made a motion to accept the new contract with the changes to the previous contract and these changes which have just been read into the four year agreement. The motion was seconded by Trustee Gustafson. The Mayor clarified that after this, if the Board approves it; it then goes back to them and it will be written for ratification. This will be retro back to June 1st, 2016, because the contract expired May 31, 2016. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

NEW BUSINESS:

DISCUSSION ON RESTORE NY 2016-APPLICATION SUBMITTAL

The Mayor stated that we submitted a preliminary two page application, but then we have to complete the more complex application. Syracuse Realty has the project shelf ready to demo, remove asbestos, reconstruct and to accommodate its company; it is going to be one story with (6) one bedroom and (2) two-bedroom apartments which would be market rate and then one approximately 600 sq. ft. commercial project. The financial application is due in October 2016 with a \$250 application fee which the Village will need to pay. The end result is up to \$500,000 in awarded money which is Village money; we will pass through our books and then will assist Syracuse Realty on their



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 14th, 2016 6:30 PM

project.

RESOLUTION # 137-16

DISCUSS CHA AGREEMENT-JULY 1, 2016-JUNE 30, 2017

Deputy Mayor Ferguson made a motion to authorize the Village to enter into an agreement with CHA for Engineering Services from July 1st, 2016 thru June 30th, 2017 according to the rates attached to the agreement. The motion was seconded by Trustee Browning. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

RESOLUTION # 138-16

**SET DATE FOR MS4/STORMWATER RUNOFF-ANNUAL
PUBLIC COMMENTS**

Deputy Mayor Ferguson made a motion to set May 25th, 2017 as the date for the MS4/Stormwater Annual Report to be given. The motion was seconded Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

RESOLUTION # 139-16

**DISCUSS/SET DATE FOR 2017 ANNUAL MEETING (COMBINE
WITH FIRST BOAD MEETING IN JULY)**

Trustee Gustafson made a motion for the appointments of all personnel to be held on Thursday, July 13th, 2017 with the first regular board meeting. The motion was seconded by Deputy Mayor Ferguson. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

ATTORNEY REPORT: He stated he presented the FEMA Revision Law to Ms. Kufel today. This is mandatory if our citizens are to receive subsidies for Flood Insurance. A date needs to be set for a public hearing. The Mayor stated we can set a date at our next meeting. Attorney Chatfield continued they are also requiring once we have a draft, we need to send it to them for their review, and then it will be returned to us as per their rules.

ENGINEER REPORT: Mr. Bouchard thanked the Board for their continued support on behalf of himself, Mrs. Franco, Mr. Thrasher, and CHA. It is always a privilege and appreciates the opportunity having to work for you again until next year. He explained, as a Village, they are very proactive in all the grant opportunities that we do have available to us. Most of the work we do get is from the Village which comes from grants like the Main Street and Sidewalk Grants, etc. We do work with municipalities throughout Central New York on both the public and private side. There are many municipalities who do not capture those smaller grants because for some larger municipalities,



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 14th, 2016 6:30 PM

\$25,000 or \$30,000 really doesn't go a long way. Some of those municipalities have such sprawling residential areas that there is not a need for tiny areas of sidewalks, replacements, etc.; and our Village does have those assets where we can put those toward the Village parks, sidewalks or green infrastructure.

DEPARTMENT HEAD REPORTS:

Police Department: No Report.

Fire Department: No Report.

Public Works Department: He stated he spoke with National Grid about the street lighting. They did get their tariff change, so we can start switching over to L.E.D. lights. After having the area checked to see how beneficial it would be to the Village; the results are the upfront cost would be about \$28,000 to replace all the lights with L.E.D.'s. The savings would be about \$9,500 a year and would give us about a three year payback.

Parks and Recreation Department: No Report.

Codes Department: No Report.

Clerk-Treasurer: She stated this is the last abstract for the old budget, so I can go forward and officially close the books for May 31st, 2016. The auditors will be here the third week in August. She expressed her gratitude to the Interns, Jessica and Nick that have been in the office helping out along with Margaret, the part-time girl. They are working diligently and hard every day and Mrs. Roth is really grateful as she has been using Jessica's help quite a bit, so it has worked out well.

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee Gustafson: No Report.

Trustee Browning: She asked why in the last three meetings, we have not any had representation from the Fire Department. The Mayor stated he had not emailed this time, but last time he emailed and asked if they were coming and one indicated they had to work and was not committal about the two Fire Chiefs; he did not know as to whether they were coming. Trustee Browning asked if it was mandatory that there be a representative. She felt it looked terrible; the other department heads are represented except for a couple which are missing tonight, but that is understandable. She stated they are not attending the Staff Meetings or the Public Safety Meetings either and questioned whether they were trying to punish the Village. The Mayor stated he would call them.



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 14th, 2016 6:30 PM

Trustee Henry: He stated he was glad to be back. He thanked all the residents that went out and voted whether they voted for him or not. He expressed how important he felt it was for people to exercise their right to vote. He continued to say he is looking forward to a good year.

Deputy Mayor Ferguson: He stated at the last meeting we discussed whether to put a traffic monitor on Lee Terrace and DPW Superintendent has put an order out for one that will be just outside Chestnut Street on Lee Terrace. What it will do is tell us the time, speed, direction of travel and what type of vehicle went over that area. What we are trying to determine is what time to record as people are running that stop sign that is on the west side of Heritage Park which will be a lot of information, and we will turn it over to the Police so maybe they can do something about that. We have received a lot of complaints. He continued to speak on being a part of the police panel, interviewing for a new part-time police officer and we have appointed a new Part-time Officer that is going thru the normal screening process and he should be sworn in the within the next two meetings. The next Public Safety Meeting is September 12th, 2016 at 4:00 p.m. and is being held downstairs.

MAYOR'S REPORT:

Mayor Butterfield stated he has been communicating with Community Development about Home Ownership Rehab and another Home Buyer Program they have. Also, he stated that he has been trying to get something in where the former Mobil Gas Station was at 800 North Main Street. He went on that he has spoken with a gas company, and has had a conversation with a company that he would like to see in there. One of our engineers is working on another project and will follow up with them and let me know. He continued that he is going to be calling other gas companies to see if we can get a gas station in there and perhaps they will take the other building at 802 North Main Street as well; that would brighten up the northern end of the Village at Rt.11. He shared that we are working on new signs for the entrance to the Village. One of the wooden signs got hit and was knocked down and the other needs some repair. The Mayor stated he has asked the Parks Director and DPW Superintendent to take his ideas, and come up with other ideas and the prices; so we can review them to come up with something that will brighten up that northern end of Rt. 11. He thanked Trustee Browning for her efforts in reaching out to most of the churches locally, Meals on Wheels and other agencies that offer forms of help. She compiled all these resources into a list that will be posted various places and on the Village website along with Community Development information. Also, we have one of our Police Officer's traveling around the Village handing out flyers to people for a Disk Golf Day; inviting all the kids or people interested in participating with the Police to join them at Heritage Park. He expressed that he thought that was a nice initiative. He went on to speak of flyers being handed out regarding the crosswalks one week; and the following week, some people and the Police Chief dressed in civilian clothes and people that did not stop were issued tickets. Rt. 11 is not regarded as a street where people need to stop for Crosswalks and he wants that changed, so he wants them to keep this up. He stated through social media, educational brochures and enough



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 14th, 2016 6:30 PM

people getting tickets he hopes that people will pay closer attention to the crosswalks. He stated that a woman from Lockheed Martin contacted us because they have a group of people who do projects to improve things in the community. On July 13th, 2016, they sent out about ten people to work in the oldest section of the cemetery that has a stone that dates back to 1826. They power washed the stones and cleared the brush on both sides; and it really looks nice. He stated he stopped and thanked them. He mentioned that there were enough of them that I know they went somewhere else in the Village to do more work as well.

Mayor Butterfield asked for a motion to adjourn. Trustee Browning made a motion to adjourn at 7:10 p.m. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Browning, Trustee Gustafson, Deputy Mayor Ferguson, and Trustee Henry, all voting in favor of the same.

Respectfully submitted,


Dianne M. Kufel
Village Clerk Treasurer

