



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, September 8th, 2016 @ 6:30 PM

North Syracuse Community Center

700 South Bay Road, North Syracuse, NY 13212

The Village of North Syracuse Regular Board Meeting began at 6:30 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, and Trustee Pat Gustafson.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, Police Chief Michael Crowell, Codes Enforcement Officer David Barnhart, Parks Director Teresa Roth, Fire Chief Tim Ellis, Deputy Chief Chris Strong, Assistant Chief Bob Liberatore, Joe Azstalos, DPW Superintendent Gary Wilmer, Village Engineer Amy Franco, and Village Attorney Scott Chatfield.

Personnel Absent: Trustee Chuck Henry (Absent-Vacation).

RESOLUTION # 164-16

APPROVAL OF BOARD MEETING MINUTES

Trustee Gustafson made a motion to approve the minutes from the August 25th, 2016 Board Meeting. 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.

RESOLUTION # 165-16

GENERAL FUND ABSTRACT APPROVAL

Trustee Browning made a motion to approve the General Fund Abstract # 07 in the amount of \$69,179.57 covering Voucher #317 to Voucher #363. 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.

RESOLUTION # 166-16

SEWER FUND ABSTRACT APPROVAL

Trustee Gustafson made a motion to approve the Sewer Fund Abstract # 07 in the amount of \$63.00 covering Voucher #7. 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.

CITIZENS' VOICE:

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



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Robinson of 163 Slindes Woods Circle stated he wanted the community to know that the Bakers arrived safely at Falmouth Harbor, Maine. He continued they are in their assisted living and he was sure that they send their regards for all the support they received from you, us and the community.

OLD BUSINESS:

RESOLUTION # 167-16

**FILL VACANCY OF CHAIRPERSON FOR ZONING BOARD
OF APPEALS-D. ROBINSON**

The Mayor stated that they have received a resignation letter from James Baker resigning from the Chairperson position on the Zoning Board of Appeals. Trustee Browning made a motion to appoint David Robinson to move from Alternate to the Chairperson position on the Zoning Board of Appeals to fill Jim Baker's term through 7/2020. 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.

**DISCUSSION ON FLYER/MAILING REGARDING HEAVY/BULK
TRASH, BRUSH PICKUP, LEAF PICKUP, TRASH**

The Mayor stated we have been having problems with heavy trash in the Village. We are working on a flyer to mail to all the Village residents to educate them on how the heavy trash is picked up, when and what is constituted as heavy trash.

NEW BUSINESS:

RESOLUTION # 168-16

**DISCUSS/APPROVE SPECIFICATIONS FOR
APRON/PAVING-STATION 1**

Deputy Chief Strong introduced Mark Chambers from C & S Engineering. He explained that he had a board to show and stated we went over the boiler plate a week and a half ago for information, the bid spec information, and the information was passed on to the Village legal. The hold harmless was discussed in the last Department Heads Meeting. To date, he had not heard back and take that as a positive; so he met with Mark Chambers from C & S Engineering three or four times and he is able to provide a recent document as a sketch for his review and to potentially distribute. He presented a sketch as well as a couple of maps, if anyone wanted to see them. Basically, he explained the apparatus pad at 109 Chestnut Street has a significant amount of water underneath that has destroyed the underside of the apparatus pad. He continued to explain what they want to do is a two-part process; using some concrete out from where the building actually sits twelve feet out and then use pavement to the property line. He stated they have looked at removing and diverting the



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water runoff to a different location, so that it is not sitting in the middle of the pad where our two heaviest vehicles are sitting. He continued with explanation on the concrete pad and the grade addressing the drainage issues. To address the drainage, we are going to reconstruct that area by putting an under drain system in and put a new catch basin off to the side of the paving area which will get it off the paving area as well. The apron area is seventy feet by ninety feet which is the whole front from where the fire trucks go out to the road. Start to finish, it will be about two weeks to complete this. Deputy Mayor Ferguson made a motion to approve the plans and specs to go out for bid. 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.

RESOLUTION # 169-16

**SET DATE FOR BID OPENING OF STATION 1 APRON/PAVING
AND DISCUSS DATE OF AWARD OF BID**

The Mayor stated the item is to set the bid opening for Station #1 Apron/Paving and discuss the date of the award of the bid. Trustee Gustafson made a motion to advertise for bids and have the bids due on the September 21st, 2016 at 1:30 p.m. 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.

**DISCUSS/APPROVE FIRE DEPT. BUDGET 2017 FOR TOWNS
(FY 17/18 VILLAGE)**

The Mayor stated the next item is to discuss the Fire Dept. budget 2017 for Towns (FY 17/18 Village). The Board has received copies of the one page copy. Fire Chief Ellis stated he had updated copies and nothing has really changed. He continued that he spoke with the Clerk/Treasurer Kufel today and we finalized the numbers. The Fire Dept. operating budget for the 2017 year is a 3.2% decrease in our entire operating budget from last year. If approved using Option #1, the split would be 35/35/30 between the towns at 35 and the Village 30; the estimated operating budget would be \$215,392 for the towns and \$184,622 for the Village. Option #2, the numbers would be each having 1/3, 1/3, 1/3 and the Trustees were to approve that option for the total operating budget then it would be \$205,135 each for all three entities. In addition to that, the Towns would also provide a portion which is under General Municipal Law 209D, that payment is 15% of the Fire Protection Contract provided by the Town of Cicero and the Town of Clay and that is anticipated to be a payment of \$32,309 which would clearly change the split. If we went with Option #1, 35/35/30 it would be \$247,701 or if we went with Option #2, it would be \$237,444. The LOSAP numbers for the next year are \$75,999, so that would \$25,333 for each entity. He continued as they worked on the overview of this budget cycle, they wanted to maintain an efficient and effective budget while maintaining the consistent fire protection service for the residents and the businesses in both the Village and Towns. He continued after speaking with the Clerk/Treasurer today, we removed it from our operating budget; it will be done separately from this, as part of the contract. It is an agreement



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and a part of the General Municipal Law 209D. He stated Rescue #7 needs to be replaced, so we are looking to present a bid by November and specs to review. Once it meets all approvals, we plan to send it out to bid this fall, and award the bid late this fall to start build early in the year; it takes a year to build these vehicles. He continued this would be budgeted for FY18/19. We would pull the first payment from the reserve account which comes when the payment is delivered. This doesn't affect the budget for two budget cycles and then we would follow the bond payment plan. The Mayor thanked Chief Ellis and suggested if there are any other questions that could be sent by email.

RESOLUTION # 170-16

**DISCUSS RESCINDING THE MOTION OF 06/23/2016 REGARDING THE
AGREED UPON PROCEDURES WITH THE NORTH
SYR. FIREMEN'S ASSOCIATION**

Trustee Browning made a motion to rescind the resolution of 6/23/16, which specified a specific firm and specific scope of services would be paid for by the Village up to \$3,000; it has been decided that the Firemen's Association will engage a firm and provide an audit at their expense. 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.

DISCUSS REPORT DOCUMENTATION OF AGREED UPON PROCEDURES

Attorney Chatfield explained to the Board that with the resolution of 6/23/16 regarding the Firemen's Association, we do not have any input on the scope of services that they will be providing, if they will be adequate and we do not have a set date when that audit will be completed. He indicated he didn't believe it would be too far in the distant future, and stated, at that time, the Board could decide if the report was adequate enough. The Mayor wanted to thank Joe for sharing the name of the President, the Board of Directors, and the Chairman of the Firemen's Association as before we didn't know much about the Firemen's Association. He stated he hoped we could move forward.

RESOLUTION # 171-16

**DISCUSS/AWARD BID RESULTS OF CHESTNUT STREET SIDEWALK
NEAR HERITAGE PARK**

The Mayor stated the Board Members were given copies and he wanted to discuss the bid and eventually award the bid for the Chestnut Street Sidewalks and the Rt. 11 Regreening Project. To clarify the breakdown is \$70,000 thru the County (Casey Jordan), \$120,000 is thru WEP (County Water Environmental Protection) and a little of the monies are from the balance left over from the 2015 Community Development. He had asked Mrs. Franco to tabulate the bid and give her recommendation. She stated she is recommending the bid award go to McGinnis Nelson Construction. The Mayor continued that there were alternates that we made available in the bid process; if we accept the new sidewalk and all the alternates, it falls within the budget. Mrs. Franco



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commented it does. The Mayor spoke of a couple of possible changes to the paving; the porous pavement at St. Rose still might have some grass. Mrs. Franco explained they did put some by the pole and the hydrant as there is not a lot of room for the parking which leaves about \$8,600 for the DPW to do the manhole work. Deputy Mayor Ferguson made a motion to award the bid to McGinnis Nelson Construction for the Chestnut Street Sidewalk Project and the four alternates at a bid price of \$186,300 and authorizing the Mayor to sign this agreement. 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.

ATTORNEY REPORT: Regarding the updated flood map regulations that we had to get in place, he stated they were sent by staff to Albany and have come back from Albany with comments that there needs to be some technical changes to the reference numbers internal to the agreement. Otherwise, it seems to be fine. He continued that the changes will have to be done at Village Hall, because he doesn't have the electronic form. At that point, the document will be in final form. Then the public hearing needs to be scheduled, and the SEQR determination will need to be made to get it on the books.

ENGINEER REPORT: Mrs. Franco stated she wanted to bring up the Parks and Trail Grant that is out there now. There is a pre-application due the end of the month that is not really required; but should be submitted to D.O.T. to get their feedback, before you submit the actual application which is due October 21st, 2016. She continued that she had spoken with Anne Saltzman with the Central Regional Planning. She has been working with the Complete Streets in the Village, so if that is an area we want to go with; we can probably work on something with her and the work that has already been done with that. If you want to move forward, we can talk about that in your meeting next week when you meet with her. The minimum award is \$250,000, so it is a \$62,500 match. We really have to look to see if it falls within the Community Development area, so we could use part of that money as your match. The maximum amount is \$5,000,000. I do not see a project like that. The Main Street Project was about \$1,000,000 so that you can judge in your mind to help get an idea what you want to do in that cost range.

DEPARTMENT HEAD REPORTS:

Police Department: He stated that the Police calls have been consistent and he hopes it will drop off a little this time of year as the summer ends. Our September In-Service Training Program is scheduled for the end of this month. He continued our new part-time officer is continuing to do well with the training program.

Fire Department: He stated there is a Chicken Barbeque on Saturday, September 10th, 2016 and asked that people stop by. On September 20th, is the anniversary of Christopher Bellingher, Line Duty



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death; please keep his family in your thoughts and prayers. The bunk ins are at both Stations #1 and Station #2 and attending classes. He addressed concerns of not attending meetings and explained various reasons why it is not always possible. Trustee Browning spoke of a phone message she left with the Fire Chief recently concerning their presence at the Village Board Meetings. She expressed her appreciation and need for their services; but explained that the Board looks to them when they have questions and asked that they try to have representation when possible.

Public Works Department: He stated the paving is done in the Village. We did Lawrence Ave., Paula Ave., Maple Manor Drive and a section of Wells Ave. to finish up all of Wells Ave. He continued that they are doing maintenance on some of the buildings in the Village. He thanked Grant Cummings, current employee, for volunteering his summer to water the flowers on the weekends which has freed him up.

Parks and Recreation Department: She mentioned next week there is a new yoga session starting, a brand new line dance instructional program beginning and also a Zumba Gold Class. If anyone is interested, please contact our office to sign up. She stated she planned to forward the yearly report for the Parks & Recreation probably next week. She shared that she had finalized today the huge increase she saw with the summer camp program. Last year at Lonergan Park, we had 86 campers and this year we had a 105. Last year at Heritage, we had 41 and this year we had 54; so we had 32 additional campers this summer with no additional staff. It yielded \$11,000 more in income than we had last year. Our average attendance was the highest it has been in years. At the pool, we had record overall visits for the summer; our revenue was slightly under what it was last year, but the number of visits was up. What we found was that with the hot summer, the Village residents that have a free membership were using the pool more, so that was good. I will forward the statistics, and you can compare over the last few years how it broke down.

Codes Department: The Citgo Gas Station on South Main Street has addressed the issues and is ready to open. Store America Storage Facility on Bear Road has completed their first Phase; buildings #1, #2 and #3 are open. The NAS Learning Center on Gateway Park Drive is open and going.

Clerk-Treasurer: No Report.

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee Gustafson: She stated the Sign Committee met last week and we have two proposals for temporary signs. The electronic signs we are passing on to the powers that be, and will bring before the Board shortly. She also offered her condolences to the friends and family of Mary Jane Damiano who passed away this week. She was a long time resident of the Village and a big supporter of the



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Ataxia Support Group. Also she reminded that the VFW is doing a Memorial between 9:00-11:00 on September 11th to honor the Police, the Fire Department and the Emergency Personnel. She also commented to the Fire Chief, that Trustee Browning was not the only one that missed the Fire Department; "we all missed you being here." She explained that it was not supposed to be taken as a personal front to anyone; we all support that.

Trustee Browning: No Report.

Trustee Henry: No Report (Absent).

Deputy Mayor Ferguson: He commended the nice job the Fire Department did taking care of the Junior High School. There is a new program that comes up yearly called the PSCIM Program. I have two applications, if anyone is interested, in the Public Safety Critical Incident Management Course at O.C.C. It is going to be held on Monday and Wednesday evenings, from 6:00 p.m. to 10:00 p.m. on four nights: October 17th, 19th, 24th, and 26th. He recommended highly for anyone who might get into a critical incident such as a plane crash, fire, or snow emergencies. He stated it is free and he thinks they are offering college credit for the course. The next Public Safety Committee Meeting is going to be on Monday, September 12th, 2016; we have many issues and will be longer than normal.

MAYOR'S REPORT:

The Mayor stated the DPW Superintendent is working with National Grid as they are going to put up some L.E.D. lighting on Elm Street as a test. He explained there is an opportunity to do all of our street lights L.E.D., but we want to see what it looks like first. He continued it would cost us money to have them installed offering us three years to pay for it and in the end it would save us money. That should happen around the end of this month. We are doing a little upgrade at Village Hall by painting the garages. We have been looking for quotes and still are looking for one more to repair the back of the garage that has started to leak. He stated he had signed up and completed his application for the PSCIM Course. He referenced the Parks Grant that was mentioned by the engineer and continued I have been working awhile with our state and county elected officials that represent us. He spoke of trying to get Chestnut Street and Church Street paved, so they are as nice as the town roads that lead to the Village roads. The County commented they are a Village Road. He stated now not only is there a Parks letter, but there is also a state letter talking about walkable, and bikeable improvements. We are going to try to get all the correspondence we have already sent out, and try to pull it all together along with the Complete Streets Report that is almost done. Our meeting is next week and we should receive the finished product; this we will use as a tool to put in our application to get Chestnut Street and Church Street repaved with eighteen inch shoulders. There will be new sidewalks from Heritage Park down to the Village line on Chestnut Street. We are going to have excess pavement removed on



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Rt. 11. There is going to be grass in certain areas up and down the street. In front of St. Rose, we are going to put porous pavement and some grass, because whenever it rains there is a flood on Rt. 11. That was money that became available to us in a grant. We are using all of the grant money that we received from the county legislator and that sewer grant came from Water Environment Protection (WEP); the Mayor thanked those who granted us money. On Sunday, September 11th, 2016 @ 8:30 a.m. is the ceremony that they are having at Veteran's Memorial and then they are going to have a Chicken Barbeque afterwards.

Mayor Butterfield asked for a motion to adjourn. Deputy Mayor Ferguson made a motion to adjourn at 7:55 p.m. 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.

Respectfully submitted,


Dianne M. Kufel
Village Clerk Treasurer