



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, April 26, 2018 @ 4:28 PM
North Syracuse Community Center
700 South Bay Road, North Syracuse, NY 13212

The Village of North Syracuse Regular Board Meeting began at 4:28 P.M. with the Mayor Gary Butterfield asking everyone to join him in the Pledge of Allegiance.

Roll Call: Mayor Gary Butterfield, Deputy Mayor Diane Browning, Trustee Pat Gustafson, Trustee Chuck Henry and Trustee Kevin Parker.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, Codes Enforcement Officer Brian Johnstone, DPW Superintendent Gary Wilmer, Fire Chief Robert Liberatore, Parks Director Teresa Roth, Police Chief Steve Rotunno, Village Attorney Scott Chatfield and Village Engineer Brian Bouchard.

Public Hearing #1 @ 4:28 PM: This Public Hearing is being held by the Board of Trustees of the Village of North Syracuse regarding the presentation of the FY 2018-2019 Tentative Budget and will hear all persons in support of such matters or any objections thereto. He also invited the Board members and the Department Heads to speak as well. The Mayor gave an over view of the 1st Model is 8.1% increase and the state has a 2% actual tax cap. He continued the 2nd Model is a 3.6% increase, and 3rd was a 3.9% and finally the 4th Model is at 1.9% which is just under our 2% tax cap for the year. The Mayor asked if anyone would like to speak for or against. He stated we have all gone over it and the Village Clerk-Treasurer Kufel is the best to explain any of the details of any particular item and he turned it over to her after we have open dialogue if again, anybody would like to speak in favor or against the Tentative Village Budget. Fire Chief Robert Liberatore explained he requested a 1.6% increase to the overall budget that is also shared with the two towns as well as the Village. He continued it looks like they took a little over 13% decrease and he understands we all had to take a decrease. He went on he is requesting it be reinstated; 13% is a huge cut for the Fire Department. He spoke of getting quotes to retile the floors for the pad part and still has the rest of the firehouse and will have to look to see where we can come up with this as they had to look when they did a brake job that cost \$20,000 this year. The Mayor asked again, if anyone wanted to speak on our Tentative Village Budget either for or against and no one responded so he closed Public Hearing #1.

Public Hearing #2 @ 4:29 PM: This Public Hearing is being held by the Board of Trustees in the Village of North Syracuse to consider the adoption of Local Law #3 regarding Chapter 230: Vehicles and Traffic-§230-46 and §230-47 pertaining to Stop Signs and will hear all persons in support of such matters or objections thereto. The Mayor asked if anyone would like to speak in favor or against. He stated he generated part of this and the citizens generated the other part. He continued there are two stop signs; one is on the corner of Mildred Ave. and Melrose Dr. DPW Superintendent Wilmer explained that one of the stop signs is a four way stop on the corner of Palmer Dr. and Coolidge Rd. He stated there was a daycare there that had requested to add a stop sign, so there are actually two



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sets of four way stops; the other at the corner of Palmer Dr. He continued one request was to remove one of them at the corner of Reed Rd and Palmer Dr., so you would only have to stop once. He also mentioned installing another four way stop on Millen Dr. and Coolidge Dr.; so that will cut that street down a little bit. He continued the other one is John St. and Melrose Dr. where they have requested to move the stop sign closer to the intersection. He did not feel that moving the sign closer to the intersection was a Board issued. He stated the one on Mildred Ave. was not in the code book, so we have to add that one to the code book. The Mayor stated that the one on John St. was generated by complaints from residents over there, because people are cutting through, so they do not have to stop at South Bay Rd. He explained that there is a stop sign by a driveway that is on the far side of the driveway, so people stop at the stop sign and go right through. He stated when our police officers are there doing traffic it appears people are running the stop sign, but they stopped on the other side of the driveway; basically we are trying to alleviate issues. He asked again if anyone wanted to speak and with no response he closed Public Hearing #2.

RESOLUTION # 077-18

APPROVAL OF BOARD MEETING MINUTES

Trustee Parker made a motion to approve the minutes from the April 12th, 2018 Board Meeting. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 078-18

GENERAL FUND ABSTRACT APPROVAL

Trustee Henry made a motion to approve the General Fund Abstract #24 in the amount of \$62,633.83 covering Voucher #1240 to Voucher #1298. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 079-18

BUDGET TRANSFER(S)

The Mayor explained the transfer of money from the Court Reserve to cover new Computer/Software/License and the remodel of the Court Office/Ceiling. Deputy Mayor Browning made a motion to approve the budget transfers totaling \$2,281.98 coming from A231J Justice Court Reserve Fund to increase A1110.2 Justice Court-New Computer in the amount of \$1,909.96 and to increase A1620.444 Court Office Ceiling in the amount of \$372.02. The motion was seconded by Trustee Henry. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 080-18

BUDGET TRANSFER(S)



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The Mayor explained the transfer of money is from the Court Reserve to cover new Printer for the Court Office. Trustee Henry made a motion to approve the budget transfer from A231J Justice Court Reserve Fund in the amount of \$439.73 to increase A1110.23R Court Printer. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 081-18

BUDGET TRANSFER(S)

The Mayor explained the transfer of money is to adjust accounts for E. Ware to Ass't. Sup't. new line item, transfer from regular Highway workers. Deputy Mayor Browning made a motion to approve the budget transfer from A5110.11 Personnel Svcs. DPW in the amount of \$8,434 to increase A5010.14 Ass't. Dep. Sup't. The motion was seconded by Trustee Parker. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

OLD BUSINESS:

RESOLUTION 082-18

**DISCUSS/ADOPT LOCAL LAW #3-CHAPTER 230- §230-46
AND §230-47 PERTAINING TO STOP SIGNS**

Trustee Parker made a motion to adopting changes to the Local Law #3-Chapter 230-46 and 230-47 and what is detailed here pertaining to stop signs adding, deleting stop signs and moving the placement of; it is deleting one on Palmer Dr., adding one on Millen Dr., and Palmer Dr. removing on, Melrose Dr. moving one closer and removing the one at Mildred Dr. and add the change to the code. The motion was seconded by Deputy Mayor Browning. Attorney Chatfield spoke of this cleaning up next to Chestnut St. in the code book as it is marked a thru street from Main St. to the west end of the Village and by definition a thru street is one that does not have any stop signs. He continued however, there is another section of the code that related to Helen St. that stated three way stop sign at Helen St. and Chestnut St; they are in conflict because Chestnut is a thru street It cannot have stop signs, but the three way says you have them on Chestnut St. He explained we changed the designation of Chestnut St. into two pieces of thru street; Main to Helen and Helen to the westerly line; thus allowing the three way stop sign that currently exists at Chestnut and Helen, so that is what the first section of the proposed law says. The Mayor state we have section one thru section five which lays out what we have described and what was discovered. Trustee Parker stated he lives on Palmer and every intersection between his house and Rt.11 there is a stop sign. He feels that taking



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one down and moving it over to Millen makes sense. Trustee Henry stated he did not want to see Palmer Dr. turn into a drag strip. Trustee Parker stated right now you have a stop sign at Reed, Helen, and there is one a little further down; there are three or four stop signs from one end to the other, so removing one in that two block area he did not feel would cause a drag strip. The Mayor stated there are only four or five houses between those two stop signs. Trustee Henry stated he did not mean a drag strip. He stated he means he lives on the corner of Palmer and Single and they go they go through there pretty good. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

PRESENTATION FROM NYMEP-ENERGY PROGRAM

The Mayor stated the next item on our agenda is a presentation and they are not here. He continued they did a presentation for the Town of Cicero, and Cicero initially presented a motion to work with these people and now they are having second thoughts. Deputy Mayor Browning stated that the issue is that they were going to have it done for the businesses in the main part of the town and the more they thought about it and looked up some numbers on their own; they are backing off at their meeting this week is what she was told. The Mayor stated we will take this off until they reach out to us again.

NEW BUSINESS:

RESOLUTION # 083-18

**DISCUSSION/RESOLUTION TO PASS THE
FY 2018-2019 VILLAGE BUDGET**

Deputy Mayor Browning made a motion to adopt the Tentative FY 2018-2019 Budget. The motion was seconded by Trustee Gustafson. Trustee Henry stated he is thought they did a prenominal job getting it down to the 1.9% and was sorry the Police Chief and the Fire Department had to take a decrease, but felt they should relook at their numbers to see if they could adjust some of their projections. Trustee Gustafson spoke of being happy with the way the Budget came out. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 084-18

**SET THE DATE FOR THE VILLAGE WIDE GARAGE
SALE-MAY 19TH AND MAY 20TH**

Trustee Gustafson made a motion to adopt May 19th and May 20th to be the dates for the Village Wide Garage Sale. The motion was seconded by Trustee Henry. The motion was approved with



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Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 085-18

**DISCUSS ADDING TO ROSTER A LIEUTENANT
POSITION-NEW DUTIES STATEMENT**

The Mayor stated the Board has received from Chief Rotunno the outline of this position, why it is needed, and the background of what prompted this. He continued in order to hire on in this capacity, we need to have this position approved by the Board; we used to have a Lieutenant and then it was done away with. He stated that they would like to add a part-time Lieutenant. He explained to even do that we need to add a New Duties Position Statement for Lieutenant. Mayor Butterfield entertained a motion to create the position; not necessarily fill the position. The motion was seconded Trustee Gustafson for the purpose of discussion. Much conversation went back and forth about adding the position to the roster and due to the shortness of time given to review this; as well as keeping the "overall" Village budget in check, it was tabled to a future meeting. The motion was denied with Mayor Butterfield and Trustee Parker, voting in favor of the same. Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all were opposed.

DISCUSS THE APPOINTMENT OF A PART-TIME LIEUTENANT

The Mayor stated we do not need to discuss this, because of the position being denied.

CITIZENS' VOICE: The Mayor invited anyone that wished to share concerns or thoughts to address the Board. Pat Ferguson stated tomorrow is the Arbor Day Ceremony at 1:00 P.M. and John Clancy will be there; he is Forester who will be there. She thanked the Village for planting a tree for Fred. She also thanked them for planting a tree for Dick Beech. She spoke of the North Syracuse Family Festival on Saturday, May 26th, and she is taking donations if anyone wanted to donate it checks can be made payable to the North Syracuse Family Festival. They are doing a money machine and you are doing the lineup for the Dunk Tank and they have the two chiefs lined up. She spoke of raffle tickets for jewelry that you can get from the Parks Department at Village Hall. She stated the Fire Department and NAVAC will be there too. The Mayor asked if anyone else would like to speak and no one responded, so he closed Citizens' Voice.

ATTORNEY REPORT: No Report.

ENGINEER REPORT: Mr. Bouchard stated he had some information from Mrs. Franco that you requested. He continued regarding the parking study for the combined lots in the rear. He looked at it and he has some comments that he would like to take back to Mrs. Franco, before it is brought to the



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Board about the existing, the scope and the proposing. He hoped she would have a couple of maps to bring back that they could show and share with the local businesses back there.

DEPARTMENT HEAD REPORTS:

Police Department: He stated the following:

- Traffic Enforcement is up and doing a great job out there
- Officer Florian received a Law Enforcement Achievement Award for some police great work from Central Chiefs
- They have been doing some cleaning up around the Police Department
- The De Francisco Grant is looking really, really good

Fire Department: Fire Chief Liberatore stated:

- They are Processing five applications from the recruiting free Pizza give away
- The Rescue Truck will be coming shortly
- He thanked Parks Director Roth for putting up the recruiting sign up at Lonergan Park
- Calls have been slow; time to get acclimated

Public Works Department: He stated the following:

- The sweeper is back on the road again and we have been sweeping in between other pickups
- We have been picking up brush
- We are starting on the Parks work to prepare them for the summer season
- We are cleaning up some of the trees that have come down
- We have been working in the Community Center and the Police Department
- He contacted OCWA to check water mains for Chestnut St. and Church St. for any repairs before paving the road
- He is looking to hire a couple of part-time and one full-time at the start the new budget for the one person we will be missing

Parks and Recreation Department: She stated the following:

- The bathroom renovations downstairs finished this week
 - The floors were done this week; so just some finishing touches on the renovation will be done in the next couple of weeks
 - She thanked everyone that helped with the Earth Day cleanup; about 85 people showed up
 - We brought in .63 tons of litter which was a record
- The summer flyer is done; it will be in the Star Review May 9th edition and is available online or at the office



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- Summer Camp Registration forms will be distributed at the schools early May
- Summer Camp signup will be mid-May
- She is busy hiring and interviewing for summer staff
- We are busy with the Festival on May 26th
- On Monday, May 28th - Memorial Day Parade in the morning meets at Lonergan Park and ends at Veterans Memorial Park

Codes Department: He stated the following:

- Our two big projects are moving smoothly
- 805 N. Main Street - Firehouse Subs has an inspection tomorrow; they have walls up and moving pretty quick
- With the nicer weather we have taken a couple of pool permits
- The fence companies are out, so hopefully the weather will be nice and we will be busy

Clerk-Treasurer: She thanked everyone for their assistance with the Budget. She explained that the election on June 19th has one trustee slot open. She went on there may or may not be another Trustee as she has not received the resignation letter yet. She stated it does not appear like there is a petition coming forward for the court as the deadline is May 1st, so it looks like that is going to happen. She spoke of taking a two hour webinar on the Consortiums for the Health Insurance which requires three municipalities and at least 2,000 covered employees to do it. She continued there are some good and bad with it; it is self-insured, have to come up with some reserves, and it is monitored quarterly to make sure it is solvent. She asked that Department Heads make sure new requests and requisitions come in marked "old" or "new" budget, so it is clear which budget to charge. She stated there are some nice improvements with the new budget.

She gave the following list of items people are getting:

- Putting in more engineering money for the TAP Grant
- Police Dept.- New Vehicle
- Fire Dept. -
 - Co Ray Vac System
 - Boiler Replacement
 - Money to add to Reserve Account toward new apparatus
 - New Meeting Hall AV Equipment
- Codes Department - New Tablet for their department (out of current budget year)
- DPW -
 - Has earmarked \$15,000 for Equipment Rental
 - New Tool Cat
 - New Truck with a Plow



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- Replacing the Bucket Truck with a newer used truck
- Retirement Issue in this new Budget
- Parks Dept. -
 - Schematic Heritage Park Paving Parking Lot
 - New Truck (out of this year's monies that were left over)
- Opening Church Street which is covered by the Grant here
- We are estimating the Trash Contract will be a little bit higher

She stated the following items that were not approved and delayed to a future budget:

- DPW - New Mower
- Police Dept. - Another new car
- Fire Dept. - Tile of the floor at Fire Department (out of current budget)
- Parks Dept. - Repaving Heritage

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee Henry: He stated he was happy that the Budget was under 2% this year. He commented it was great of the Department Heads to work with them on that. He spoke of looking forward to the Family Festival. He stated he enjoyed cooking the hotdogs for the Earth Day Event and how nice it was to see the whole Board there.

Trustee Gustafson: No Report.

Trustee Parker: He agreed with Trustee Henry on Earth Day that it was a really fun time and he was glad he was able to participate in it. He is looking forward to the Family Festival.

Deputy Mayor Browning: She wanted the public and people that were there to be aware of the good job the Administration, the Board and Department Heads on the Budget. She commended the Department Heads on how well they worked with them on the Budget. She stated we worry about consolidation and we worry about the rumors we hear; we have our Parks, Police, and Fire. She continued we should be very thankful and appreciate the work that has gone into doing this Budget and hopefully everybody will be happy with it.

MAYOR'S REPORT:

The Mayor stated the Public Safety Meeting is scheduled for Thursday, June 28th at 6:00 p.m. directly following the Regular Board Meeting. He continued that they had a meeting with six or seven owners



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around the parking lot behind the old Post Office, the Old Dollar Store, the law office, Encore, Grotto, and the church. He stated everybody showed up and they had good feedback, good discussion, everybody was going to get surveys turned in to make that into a Community Parking Lot. He stated it would enhance that whole area. He went on so we are trying to get it squared away to make it a Community Lot which will work better and enhance this side of the Village. He stated the Community Lot works on the other side of the Village and it would be nice to get one on this side. He had a meeting with Assemblyman Stirpe, who brought several people from the Dept. of Transportation regarding the corner of Rt.11/Bear Rd, and the Mobil Gas Station. He continued he had previously lobbied for opening that up somehow, so those two corner properties can be used. He thanked Assembly Stirpe, because previously they had stated we cannot do that. He went on they came and stated that there is an application process, so he got that sent to him last week and CHA is going to fill out the application. He explained that it has to be initiated by the Village and we have to prove that it is for the public good. He stated that he spoke indirectly to the owners of the Medical Plaza and they are interested. He stated basically what we are going to do is an entrance/exit right opposite the light at Rt. 481/Rt. 81 there and forward some of the traffic from Rt.11 through there and out that way. He continued so it looks more promising; it is a lengthy process that might cost some money, but that would open up that corner, so hopefully we can develop that corner. He stated it would give exposure to the Medical Plaza. He spoke of not going in there before, but after visiting a Physical Therapist he sees how difficult it is to get out of there. He went on it is even harder to get in and out of those other two spaces; almost impossible, so he is encouraged by that. He stated spring is here. He went on Earth Day was well attended and one of the better turnouts we have had. He spoke of the Family Festival coming up. He stated he is meeting next week on Wednesday at noon downstairs with the Town Supervisors, their judges and somebody from the county about terminating the Village Court. He continued we are continuing negotiations with the Teamsters Local 317; that is he and Trustee Gustafson. He spoke of the Flower donations having exceeded last year at this time amount. He continued the actual cost to the Village is approximately \$2,000; so far we have collected \$1,920 from the businesses that have agreed to participate, so we are thankful for that. The Mayor stated the Poll Question on the website regarding our Trash is still in favor of the automated. He continued that bid is due Tuesday, May 1st, 2018.

The Mayor requested to go into Executive Session to discuss a personnel issue. Trustee Gustafson made a motion to enter into **Executive Session** at 5:21 p.m. The motion was seconded by Trustee Henry. The motion was approved with Trustee Gustafson, Trustee Henry, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

The Board returned to **Regular Session** at 6:01 p.m.



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Trustee Henry made a motion to adjourn at 6:02 PM. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee Parker, and Deputy Mayor Browning, all voting in favor of the same.

Respectfully submitted,


Dianne M. Kufel
Village Clerk Treasurer

