



## VILLAGE OF NORTH SYRACUSE

### *Regular Board Meeting*

Thursday, May 24, 2018 @ 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 asking everyone to join him in the Pledge of Allegiance.

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

**Personnel Present:** Village Clerk/Treasurer Dianne Kufel, Codes Enforcement Officer Brian Johnstone, DPW Superintendent Gary Wilmer, Deputy Fire Chief Casey Daugard, Assistant Fire Chief Scott Gratien, Firefighter Christopher Strong, Parks Director Teresa Roth, Police Chief Steve Rotunno, Village Attorney Scott Chatfield and Village Engineer Amy Franco.

**Personnel Absent:** Trustee Kevin Parker.

### **RESOLUTION # 096-18**

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

Trustee Henry made a motion to approve the minutes from the May 10<sup>th</sup>, 2018 Board Meeting. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

### **RESOLUTION # 097-18**

### **GENERAL FUND ABSTRACT APPROVAL**

Trustee Gustafson made a motion to approve the General Fund Abstract #26 in the amount of \$66,229.86 covering Voucher #1359 to Voucher #1417. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

### **RESOLUTION # 098-18**

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

Deputy Mayor Browning made a motion to approve the budget transfers from A2615P DWI Allocation Police to increase A3120.143 Police DWI Payroll Overtime Shifts in amount of \$711.24. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

### **RESOLUTION # 099-18**

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

The Mayor explained the revenue received to offset costs incurred. Deputy Mayor Browning made a



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motion to approve the budget transfers from A3389C Traffic Safety Unit-Child Passenger Safety to increase A3120.2 Police Grant Car Seats in amount of \$102.00. The motion was seconded by Trustee Gustafson Henry. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

**RESOLUTION # 100-18**

**BUDGET TRANSFER(S)**

The Mayor explained this is in the Budget for a Capital Purchase to move money to reserve; we will transfer the money toward the year end. Deputy Mayor Browning made a motion for the purpose of discussion and to approve the budget transfers from A909 General Fund to increase A885F Fire Dept. Reserve in amount of \$25,000. The motion was seconded by Trustee Henry. Deputy Mayor Browning asked if it was in this years' budget. The Mayor explained this is the money that was in this years' budget; that we agreed last year. Deputy Mayor Browning wanted to be certain they had these monies left and remaining in their budget to transfer over. The Mayor stated it is in their budget. He continued to say how they cleared up a couple of years ago regarding the residual monies unspent that they got to keep; which was not accurate. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

**OLD BUSINESS:**

**RESOLUTION 101-18**

**DISCUSS CONVENTIONAL OR AUTOMATED TRASH PICKUP  
WITH SYR. HAULERS AND 3 YEAR OR 5 YEAR**

The Mayor stated at the last meeting we approved Syracuse Haulers to be the contract hauler for the next three to five years. He explained they had been given information on both systems and need to make a decision on which way they want to go. They Mayor stated that he would prefer to lock in the five years to get the most value out of the trash cans. He stated if they wait until fall to roll out the automated we would save some money. Village Clerk-Treasurer Kufel stated we have \$420,000 in the budget; if we go with automated it is \$440,000, but if we delay going with the automated until October, to give the residents time to get used to what we are doing, we would only be over by about \$5,000. Trustee Gustafson stated she was in favor of waiting and working into it slowly to get everybody acclimated, before we do it. The Village Clerk-Treasurer Kufel continued that Syracuse Haulers he has some outreach to do as well. The Mayor stated moving forward; we will know what the budget will be. He explained that the Village Clerk-Treasurer Kufel estimated what it was going to be and if we remain with the way we are doing it now; we are under our budget. The Mayor continued he believed the way to go is with the automated. The Mayor explained the bid was with a three year and with alternates for two one-year extensions.



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He stated he thought the Board would be interested in locking it in right now, because who knows what is going to transpire with Feher being out of business. Trustee Henry asked if we do not lock into the five years; at the end of the three years; does he have a right to walk. Attorney Chatfield answered no. He clarified that the bid was for a three year price with a fourth or fifth year price; that is a one way street and we have the right to accept it and he does not have the right to walk away from it. He explained it is our option to renew, but not our obligation to renew. He explained we have the right to accept at the end of the third year, if we wish to stay with him we can at that price. By accepting the bid, you are accepting the fourth and five year, but you are authorizing the execution of the three year contract. He clarified that the hauler has agreed to use the manual for some time and then go to the automated collection. Village Clerk-Treasurer Kufel stated she verbally spoke with him and she is sure that is an option, but she wants to make sure that the outreach option is there. She continued he actually quoted the automated for over seven years; the same price for seven years and so did Feher. She continued so he has got it for each individual year based on per unit by number of pickups, so it goes all the way out to 2025. She explained but the conventional is only three years and then two one-year alternates; so five years conventional, but seven for the automated. Atty. Chatfield went on to say with the standard collection you bid a standard price for three years, a fourth year price and a fifth year price. On the automated it is a price per unit as opposed to total price. Village Clerk-Treasurer Kufel stated she thought the bid spec quoted per unit per year. Attorney Chatfield continued presumably the number of years is up to the Board. Village Clerk-Treasurer Kufel clarified with DPW Sup't. Wilmer, that he had prepared the language, that it was per unit per year. DPW Sup't. Wilmer responded correct. Attorney Chatfield stated presumably you could do an automated contract for as little as one year; if you wanted to or longer term depending on what you want, because it is based on a per unit per year price with the per unit price being specified. He continued whereas the manual collection is bid as a three year initial contract with the Village having an option of two one-year renewals. The automated is bid price per unit for up to seven years; two of which are called extensions, so it presumes that they were looking at a maximum of five years. He stated he did not want to make it more complicated that it needs to be and he agreed that they need time to acclimate if you are going to go with the automated collection to acclimate the citizens. The Mayor made a motion to authorize the Mayor to sign the agreement for the Automated Trash Collection for **(5) years**; maintain the existing contract and start the "automated" in the fall before the bad months. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

**NEW BUSINESS:**

**RESOLUTION # 102-18**

**AGREEMENT-FIRE SPRINKLER INSPECTION AT  
COMM. CTR.-M & S FIRE PROTECTION, LLC.**



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Trustee Gustafson made a motion to authorize the Mayor to sign the agreement for \$400 for Fire Sprinkler Inspection Svcs. from 6/01/18-5/31/19. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

**RESOLUTION # 103-18**

**APPROVE/APPOINT NEW MEMBERS TO THE NORTH SYRACUSE VOLUNTEER FIRE DEPT.**

Trustee Henry made a motion to approve the appointment of Alexandria Danas and Timothy Kelly; both of North Syracuse as new members of the North Syracuse Fire Dept. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

**RESOLUTION # 104-18**

**DISCUSS/APPROVE PARKS SUMMER HIRES**

Trustee Gustafson made a motion to confirm the appointments of Courtney Lapore effective 5/25/2018 returning at \$13.65/hour, Justin Steward effective 5/25/2018 returning at \$12.50/hour, and Michael Ferguson effective 5/25/2018 returning at \$10.75/hour. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

**RESOLUTION # 105-18**

**DISCUSS/APPROVE TEAMSTERS 317 AGREEMENT 6/01/18-5/31/22**

Deputy Mayor Browning made a motion to authorize the Mayor to sign the Teamsters 317 Agreement from 6/01/18-5/31/22 and noted that any longevity was to be paid out on their anniversary date. The motion was seconded by Trustee Henry for discussion. Trustee Henry stated on one part of the contract it seems they are going to get a longevity bonus for 5, 10, 15, 20 years and so on down the road, but it was concurred that it specifically would be on their 5<sup>th</sup>, 10<sup>th</sup>, etc. anniversary; not in between. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

**RESOLUTION # 106-18**

**DISCUSS/APPROVE DPW SUP'T AGREEMENT FOR ACCRUED BENEFIT**

Deputy Mayor Browning made a motion to authorize the Mayor to sign the DPW Sup't. Agreement for Accrued Benefit. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.



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**DISCUSSION ON INCREASING LIMIT OF DEPT.  
PURCHASES REQUIRING PRE-APPROVAL**

The Mayor stated the next item is to discuss increasing the limit on department purchases requiring preapproval. The Board has been copied on the Village Procurement Procedure Policy. He continued we have a lot of requisitions received in the accounting area where the products and services have already been purchased and being invoiced for over \$500. He opened this up for discussion. Village Clerk-Treasurer Kufel stated she knows at the last audit there were a couple of times they questioned, because of the policy, so she tries to adhere to it. She continued unless it is an emergency and it should be noted; it is an emergency. She went on more and more the products she is finding have already been ordered, delivered and the requisition is coming in afterward; after the fact; more and more it is happening. She wanted clarification as typically any modifications would take place at the annual meeting if they wanted to increase it. Deputy Mayor Browning stated she thought it should be kept at the \$500 base; it does not mean that it will not be approved but would like the courtesy of a review before purchasing. Trustee Gustafson agreed and stated she feels we have better control over it. Trustee Henry agreed. Chief Rotunno spoke of trying to keep it under \$500, but even \$750 would help them. The Mayor stated he had we have heard the Board's feelings and it sounds like we will keep at \$500 for now.

**RESOLUTION # 107-18**

**DISCUSS PREAPPROVAL FOR FIRE DEPT. TO SPEND \$2,000  
IN ADVANCE AT FIRE SHOW AT TURNING STONE**

Deputy Mayor Browning made a motion to authorize the Fire Dept. to spend up to \$2,000 to lock-in the best competitive pricing at the Fire Show at Turning Stone. The motion was seconded by Trustee Henry. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

**MS4 ANNUAL REPORT PRESENTATION**

The Mayor stated the next item is the MS4 Annual Report presentation. He explained we are annually required to report on specific criteria; that our engineers are required to report at the last meeting in May. He continued the complete report will be posted on the Village's website for anyone that would like to review it in more depth and Mrs. Franco added it is at the Library as well. Mrs. Franco stated it has to do with the Stormwater that happens within the Village. She explained it is a coordinated effort between our office, Codes, Parks, DPW and public participation involvement at this point to say what is going on with Stormwater. She continued it looks at: 1) how many permits are out there, 2) if there are any discharges that are not supposed to be happening; that are happening, 3) whether everything



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is flowing properly; it is an unfunded mandate. The Mayor stated it is one of those mandates without funds, but it does cost us. Mrs. Franco stated for DPW: they have to say how many leaves are picked up, how much trash is picked up, are the catch basins cleaned and those kinds of detailed questions, and what their offices provide. She went on that Codes have to track pool permits. She stated it is definitely a lot of involvement. The Mayor shared he had talked with a couple of the towns and they have so many catch basins compared to what we do. He commented they cannot clean them all every year; it is next to impossible. He went on yet we have mapped every catch basin and what direction it flows and all that information.

**DISCUSSION "NO PARKING"-IN FRONT OF 109 CHESTNUT STREET**

The Mayor stated the next item for discussion is "No Parking" in front of 109 Chestnut Street which is the Fire Dept. Deputy Chief Daugard stated both of the houses across the street have been vacant for a few years and both of them are being remodeled now. He continued they are having a lot of problems with utility trailers, trucks and things like that being parked across the street from the fire house when we are trying to back in the aerial trucks and other apparatus; it is very difficult. He went on they are concerned that people are going to be parking on the pad or the apron. He explained many times people have stopped and parked across the front of the fire trucks in order to go inside to do something; if the cars do not start when they come back out; we are going to be in trouble. Trustee Gustafson asked if he feels that it is a temporary thing until the renovations are over. Deputy Chief Daugard stated not really. He continued years ago it was marked, there were no parking signs there between the two streets, but it was never in the local law that they could be there or enforced. The Mayor stated he understands that all of Chestnut Street is "no standing", but it is not marked as such and would require a change to local law. The Mayor continued even if we mark that section off; even if there is a big backup, if something happens at the light, and every once in a while there are a lot of cars on Chestnut Street waiting for the light. He went on if they backed up far enough and there was an emergency, and that they had to rush out, it would be a scramble. He continued it kind of makes sense to paint the width of your parking lot "No Parking", so people would stop and leave that space. He stated however, we do not want to do it until after we get our the new paving is done in the summer of 2019; so if we do that, it gives us time to formulate a plan to make it happen. DPW Superintendent Wilmer stated he has seen problems where the traffic has been backed up. He continued it hampered even the fireman getting to the firehouse; because the cars are bumper to bumper and they do not give you room to get in. He went on and when the fire trucks have to get out they cannot move anyways, because they are bumper to bumper. He suggested before the law goes into effect, the Board initiate some temporary signage there and that way they could at least put up the signs immediately. He continued if they want to do additional markings they could wait until after the paving is done to absorb the cost of bringing in a striping company to come in; do that also. Trustee Henry stated you are not only looking at "no parking" on Chestnut Street; you are looking at



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“no stopping” in front of the firehouse whatsoever. DPW Superintendent Wilmer stated right; that would be a “no parking” or “no standing” zone anywhere in front of there, so a fire truck could get out. He explained if traffic was backed up there, they would have to stop back further beyond that point. DPW Superintendent Wilmer continued if the signs are up by order of the Police Department. Attorney Chatfield stated that is lawful and enforceable with the Police Chief’s discretion. Police Chief had signs placed in front of 109 Chestnut Street the next day.

**CITIZENS’ VOICE:** The Mayor invited anyone that wished to share concerns or thoughts to address the Board. The Mayor asked if anyone would like to speak and no one responded, so he closed Citizen’s Voice.

**ATTORNEY REPORT:** No Report.

**ENGINEER REPORT:** Mrs. Franco stated she is working on finalizing the parking lot layout for behind the businesses on Church Street and Main Street. She continued Parks Director Roth asked us to look into doing a parking layout for Heritage, so we will be working on that for her as well.

**DEPARTMENT HEAD REPORTS:**

**Police Department:** He stated the following:

- The transition with the courts are going over pretty well; they have had to do some tweaking with the paperwork, but it is working out well on our end
- We are all set for the Parade
- We are all set for the Festival
- Calls for service have been increasing especially in the afternoon with the nicer weather
- He updated our Fire Building Alarms with an updated contact list
- He stated they are working on their day for Disk Golf at Heritage Park

**Fire Department:** Deputy Fire Chief Daugard stated:

- The Bunk-ins have gone home for the summer
- Rescue 7 has been delivered; working to get tools from current rescue mounted and moved over; the computer is moved over so it can connect to the 911 center; next Tuesday, the dealer is coming to do some training on the apparatus.
- They just finished submitting a grant for Firehouse Subs, because they are opening soon; deadline was today – owner usually announces in 30 days who gets the grant which should be 2 weeks before the grant opening.



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- He thanked Gary Wilmer for all the help he has given over the years for the Fire Dept.

**Public Works Department:** He stated the following:

- Continuing with MS4; the DEC now requires a Semi-Annual Report also, because there is one little sliver that flows to Onondaga Lake
- The flowers are up and look good
- The flags are up; Centerville looks great now
- Traffic counter is set up on Palmer, east of Reed to gather the information for the Safety Committee regarding how many speeders are on that road without an officer interfering with the traffic flow
- He stated that he submitted his final resignation letter

The Mayor read the following letter. He stated it says, "Announcement of Retirement. To Mayor Gary Butterfield and the Village Board from Gary Wilmer; copy to Dianne Kufel. Mayor, I would like to inform the Board of my retirement as of June 1<sup>st</sup>, 2018. This will be my last day of working for the best employer I have had. Thirty nine years working with your friends; is has been the easiest job you can have and the hardest to leave. Someone once told me that if you like your job, it is not work; I can attest to that. It has been great working with all of you. Thank you for all you have done for my family and I. Gary Wilmer"

The Mayor stated DPW Superintendent Wilmer has mentioned putting that marker on Palmer. Police Chief Rotunno has had Officers examine speeds on 6 different occasions to check speeds. The Mayor asked for a recap from the Police Chief. Police Chief Rotunno stated they did them during shift change from 6:00-7:00 a.m., in the afternoons and during the day and there was no speeding problem on that road. The Mayor verified that the marker was down and DPW Superintendent Wilmer stated it was. He explained that will check the distance they are going and the speed, etc. He stated it will be picked up Tuesday after Memorial Day. Police Chief Rotunno stated they are using marked and unmarked cars also.

**Parks and Recreation Department:** She stated the following:

- The Family Festival is from 11:00 AM to 5:00 PM at Lonergan; we are gearing up for that
- The Parade is Monday starting at 9:00 AM
- She is busy with summer hires
- She apologized for not realizing that the next meeting is not until June 14<sup>th</sup> and the pool opens June 8<sup>th</sup>; so she will have to have the staff approved to make it retro
- They are busy collecting program sign up registrations for the Summer Program





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- They are busy doing pool passes
- Driver's Safety Course is June 5<sup>th</sup> and 6<sup>th</sup>
- There are programs for Zumba, and Yoga and lots of summer programs coming up
- The first summer concert is the last week of June
- All sorts of reservations for the pavilions for picnics
- The cameras are up and running; they helped with some vandalism and proved very effective
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**Codes Department:** He stated the following:

- We have been very busy with the nice weather
- Last week over two dozen letters went out to remind Village residents that they have to mow their lawns; most of them have complied within the last seven days
- Burn Kickboxing at the Maines Plaza opened last Wednesday
- We finalized the Tent Permit for the fireworks for the NYS Legal Sparklers vendor which will be at 411 E. Taft Road; still waiting to hear who their security will be when they are off site
- He will bring the Fire Chief when he does the inspection of the tent; to be a part of this inspection.

**Clerk-Treasurer:** No Report.

**DEPUTY MAYOR-TRUSTEES REPORT:**

**Trustee Henry:** He stated Parks Director Roth spoke about the Family Festival on Saturday and he feels the greatest part of it is the dunk tank. He continued he is in charge of and still has some openings. He spoke of the Police Dept., our local Funeral Director, a member of your own force having stepped up to the plate and he was waiting for the Fire Dept. Deputy Fire Chief Daugard stated he could not speak for the rest of the members, but he had to work and could not be there. Trustee Henry went on he had a couple of openings, it was going to be 86° and a beautiful day. He added DPW Superintendent Wilmer is getting in the dunk tank too.

**Trustee Gustafson:** She stated Trustee Henry is partial toward the dunk tank; be she is partial toward the raffles. She continued they have been working very hard on getting the baskets ready and asked that the people attend and support them. She spoke to DPW Superintendent Wilmer and stated how much he would be missed.

**Trustee Parker:** No Report (Absent).

**Deputy Mayor Browning:** She also told DPW Superintendent Wilmer how much he would be missed.



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She shared some of the Trustees and the Mayor went over and observed the new fire truck as it was welcomed into North Syracuse. She continued it was beautiful; a lot of money, but worth it. She went on she was also impressed with the Village of North Syracuse Logo; she thought it was neat for the taxpayers, it is their truck. She congratulated them on a good job; she liked that.

**MAYOR'S REPORT:**

The Mayor stated the Public Safety Meeting is Thursday, June 28<sup>th</sup> at 6:00 p.m. He continued the SMTC Study both Mrs. Franco and Mr. Bouchard are working together to gather data for the potential parking lot on the east side of Rt. 11. He stated we are still working on the corner of Bear Rd. /Rt. 11. He received a letter from CHA talking about the expense that would be incurred just to get ready to apply for the opening. He stated it is \$35,000-\$50,000, so that kind of brings that to a stop; unless we get funding. He went on he has not shared this with Assemblyman Stirpe yet, but he was excited about the possibility. He stated that they received another round of the grant applications for the TAP Program. He asked Engineer Franco to call to see if they thought that there was any chance for that to happen for our little project. He went on it does say if there is traffic congestion which affects air quality and all that stuff. He stated clearly trying to get in and out of that medical plaza which people get stuck there which could affect the air quality. He explained we will continue working on it, but we are not going to spend that kind of money. He continued the Court we are in the process of dissolving and we are making progress. He stated the Court Clerk will be working beyond the dissolution date when the towns actually take over, because she has a lot of catching up to do. He referred to sharing at the last meeting that they had a good meeting down stairs with all the parties involved. He stated he did not realize how many parties were involved and it affects. He continued the Court Clerk is working through; she has had some of clerks from the Town of Cicero come over to help her work through, as much as can be worked thru. The Mayor spoke of Election Day on June 19<sup>th</sup> from Noon to 9PM. He encouraged people to get out and vote. He shared an old Electronics Event is scheduled on Saturday, June 9<sup>th</sup> from 9:30 AM to 1:00 PM at the NYS Fairgrounds. The Mayor stated he reluctantly accepted Gary Wilmer's resignation. He spoke of the nice article in the paper.

Deputy Mayor Browning made a motion to adjourn at 5:27 PM. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee Henry, and Deputy Mayor Browning, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel  
Village Clerk

