



VILLAGE OF NORTH SYRACUSE
Regular Board Meeting and Annual Meeting
Thursday, July 12, 2018 @ 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 the Mayor Gary Butterfield asking everyone to join him in the Pledge of Allegiance.

Swearing in/Oath of Office for: Trustee LouAnn St. Germain

Village Clerk-Treasurer Kufel performed the official Oath of Office to swear Trustee LouAnn St. Germain in as a Village Board of Trustee for the next 3 years.

Roll Call: Mayor Gary Butterfield, Deputy Mayor Diane Browning, Trustee Pat Gustafson and Trustee LouAnn St. Germain.

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

Personnel Absent: Trustee (Vacant).

RESOLUTION # 130-18

APPROVAL OF BOARD MEETING MINUTES

Deputy Mayor Browning made a motion to approve the minutes from the June 28th, 2018 Board Meeting. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.

RESOLUTION # 131-18

GENERAL FUND ABSTRACT APPROVAL

Deputy Mayor Browning made a motion to approve the General Fund Abstract #03 in the amount of \$81,560.36 covering Voucher #92 to Voucher #157. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.

RESOLUTION # 132-18

SEWER FUND ABSTRACT APPROVAL

Trustee Gustafson made a motion to approve the Sewer Fund Abstract #03 in the amount of \$101.05 covering Voucher #2. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 12th, 2018 6:30 PM

RESOLUTION # 133-18

PERSONNEL APPOINTMENT(S)

Deputy Mayor Browning made a motion to appoint all of those appointments on the list (below) as presented for the 2018-2019 effective July 1, 2018. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.

Annual Meeting Information - 7/12/18

Personnel Appointments:

Historian – Alfred W. (Bill) Fergerson
Director of Parks and Recreation – Teresa Roth
Codes Enforcement Officer – Brian Johnstone
Village Clerk-Treasurer – Dianne Kufel
Deputy Village Clerk –Treasurer – Diane Ilacqua
DPW Superintendent – Ed Ware
Police Chief – Steve Rotunno
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 PERMA for W/C
Village Auditors – The Bonadio Group and Michael Benn and Company (LOSAP)
Court Clerk – Cindy Goodman

Policies/Handbooks-

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



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 12th, 2018 6:30 PM

Mileage Reimbursement Federal Rate (IRS) .545 cents per mile as of Jan. 1st. 2018

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.

Zoning Board of Appeals-1st Thursday of the Month

Planning Commission Meetings-3rd Thursday of the Month

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 Aid	
Incl. Part Time Officers	8 Hours Standard Work Day

Audit Committee – **Deputy Mayor Diane Browning** and Clerk-Treasurer Dianne Kufel

Liaison Appointments:

Zoning Board of Appeals – Dep. Mayor Browning	Fire Dept.-Mayor Gary Butterfield
Planning Commission–Vacant (was Trustee Henry)	Parks – Trustee LouAnn St. Germain
Public Safety (Police) – Trustee Gustafson	Codes Dept. – Vacant (was Trustee Henry)
Clubs and Organizations –Mayor Butterfield	DPW Highway – Trustee Browning
Chamber of Commerce – Mayor Gary Butterfield	

Planning Commission:

Chairman

Gregg Lancette 3 Year Appointment Expires 7/01/2020

Members

Jeff Bachstein	NEW TERM	3 Year Appointment Expires 7/01/2021
Paul Kolodzie	NEW TERM	3 Year Appointment Expires 7/01/2021
Emily Sharp		3 Year Appointment Expires 7/01/2019



Village of North Syracuse
 Regular Board Meeting and Annual Board Meeting
 Thursday, July 12th, 2018 6:30 PM

Vera Desimone	3 Year Appointment Expires 7/01/2020
Casey Daugard	3 Year Appointment Expires 7/01/2019
Fred Wilmer	3 Year Appointment Expires 7/01/2019

Alternate

Darlene Piper	3 Year Appointment Expires 7/01/2020
Sam Mondello	3 Year Appointment Expires 7/01/2020

Zoning Board of Appeals:

Chairman

David Robinson (filling vacancy of J. Baker)	5 Year Appointment Expires 7/01/2020
--	--------------------------------------

Members

Jeff St. Germain	NEW TERM	5 Year Appointment Expires 7/01/2023
Gloria Mitton		5 Year Appointment Expires 7/01/2021
Jack Gaiser		5 Year Appointment Expires 7/01/2022
Judy Hamel		5 Year Appointment Expires 7/01/2020

Alternate

Hugh Williams	5 Year Appointment Expires 7/01/2021
---------------	--------------------------------------

Committee Appointments:

Public Safety Committee Members:

Dep. Mayor Diane Browning	Police Chief Steve Rotunno
Ray Sharp	Codes Enf. Officer – Brian Johnstone
Jack Gaiser	Fire Chief Robert Liberatore
DPW Superintendent – Ed Ware	Parks Director – Teresa Roth

Disaster Plan Committee Members

Mayor Gary Butterfield	Dep. Mayor Diane Browning
Dianne Kufel – Clerk Treasurer	Fire Chief Robert Liberatore



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 12th, 2018 6:30 PM

Codes Enf. Officer – Brian Johnstone
Matthew Conti – Director of Transportation

Police Chief Steve Rotunno
Evan Grenier/Operations – NAVAC

MS-4/Stormwater Compliance Committee

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

Board of Ethics:

Mayor Gary Butterfield
Raymond Holbrook
Robert Maloney
Christiane DeRosa
Amy Maggiolino

***Housing Authority Members:**

Chairperson Pat Ferguson		Renew in 2019
Ernest Wass	NEW TERM	Renew in 2023
John Canorro (fill vacancy of B. Hunt)		Renew in 2020
Diane Browning		Renew in 2021
Pat Gustafson	NEW TERM	Renew in 2020

Annual Public Comments on MS4:

Separate Resolution for date and time of annual meeting.

NEW BUSINESS:



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 12th, 2018 6:30 PM

RESOLUTION 134-18

**DISCUSS/APPROVE CHA AGREEMENT
EFFECTIVE 6/01/2018-5/31/2019**

Trustee Gustafson made a motion to authorize the CHA Agreement effective 6/01/2018-5/31/2019 with the rates the same as last year. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.

RESOLUTION 135-18

**DISCUSS/AUTHORIZE MAYOR TO SIGN NSCSD-FUEL
AND WASH AGREEMENT 8/01/18-7/31/19**

Deputy Mayor Browning made a motion to authorize the Mayor to sign the NSCSD-Fuel and Wash Agreement effective from 08/01/18-7/31/19. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.

RESOLUTION # 136-18

**DISCUSS/AUTHORIZE MAYOR TO SIGN NSCSD-BURNELL
PARKWAY STRIP AGREEMENT 8/01/18-7/31/19**

Trustee Gustafson made a motion to authorize the Mayor to sign the NSCSD-Burnell Parkway Strip Agreement effective 8/01/18-7/31/19. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.

RESOLUTION # 137-18

**DISCUSS/AUTHORIZE WAIVING THE PURCH. POLICY AS
IT PERTAINS TO THE SAFER GRANT**

Deputy Mayor Browning made a motion authorizing waiving the requirements of the Village's purchasing policy for this specific purpose of the Safer Grant for specific items allowed by the Safer Grant for the following Fire Departments: Brewerton, Moyers Corners and the Village of North Syracuse for 100% reimbursement of \$146,000 over 4 yrs. without the need for prior approval before purchasing items over \$1,000; requisitions will be specifically labeled: Safer Grant. The motion was seconded by Trustee Gustafson for discussion. Trustee Gustafson thanked Fire Chief Liberatore for explaining it to her, but stated if all of these expenses are paid by the Village; it will probably come out of the General Fund and they will lose the interest. She then, asked with three entities and three departments doing this: how are you going to coordinate who gets what and when. Fire Chief Liberatore explained there is a specific procedure to allow for specific items only to be purchased with the Safer Grant and they cannot spend outside of the scope of the grant. He continued there is three



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 12th, 2018 6:30 PM

people assigned on an agreement, and explained there is a procedure that delegates tasks in regards to the expenditures from each department to verify purchase requests and the approvals come from each assigned to keep it moving in one direction. He explained before they are purchased they will have to say where they found it; this is what we are going to do and look them up. He stated Village Clerk-Treasurer Kufel will set up an account under the Fire Department purchasing area that signifies the Safer Grant, so that all that information is accounted for and will have access to the portal next week; that will explain how she gets reimbursed and forward the money she pays out. He continued she will put in a password and have access to everything connected with the grant, so she can see everything. He will also have access to it, but will not approve anything that is not appropriately in the grant, if they buy something that is not appropriate in the grant; they will pay for it on their own. Attorney Chatfield agreed there is nothing that tells what the loss is, what the time frame is between the payment and the reimbursement; but he was led to believe it would be a relatively short span of time. He continued there is a potential economic loss of income, but the amount is hard to say. He went on there is yet to be an agreement drafted, although it has been vetted dramatically and we have talked about it quite a bit. He stated an overarching agreement that governs or controls the govern in sub the application of these funds is basically the heads of the three departments; they are sort of a committee as a whole, and all the decision making in terms of making the goals should be done by them. He went on while the hope of this effort is to increase retention. He explained we have to put in that agreement that is being worked on is what will happen to the physical plan, the things that are purchased when, and if the purpose of the grant is no longer pursued. He stated the Village, because we are the ones that are receiving it; we would be the beneficiary. He continued the equitable owner, if you will of the trailer, tables, chairs and the physical things; the agreement will ultimately revert to the Village and be ours. Fire Chief Liberatore stated the only thing that the three departments put in there together was the purchasing of the trailer which is paid upon by all three fire departments. He went on all the rest of the stuff allocated is through the North Syracuse Fire Dept., so the trailer is divided by all three departments; each one of us paid \$2,220 and that is the only thing owned by the three departments. Deputy Mayor Browning stated so whatever interest we might get; we get it, the other fire depts. do not. Fire Chief Liberatore stated no, the grant is in the Village of North Syracuse. Mayor Butterfield reminded the Board that any other grants that they have received; they all work the same way. He explained we put the money out and after the money is expended; we get paid. The motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.

RESOLUTION # 138-18

**DISCUSS/AUTHORIZE MAYOR TO SIGN PROPOSAL FOR
THE COR-RAY VAC REPLACEMENT-ALL SEASONS MECH.**

Deputy Mayor Browning made a motion to authorize the Mayor to sign the proposal with All Seasons Mech. to do the Cor-Ray Vac. Replacement. The motion was seconded by Trustee Gustafson. The



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 12th, 2018 6:30 PM

motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.

RESOLUTION # 139-18

**SCHEDULE PUBLIC COMMENTS ON MS4 FOR
NEXT YEAR ON MAY 23, 2019**

Trustee St. Germain made a motion to schedule the meeting next year for the Public Comments on the MS4-second meeting in May 2019 which is Thursday, May 23, 2019 at 4:30 PM. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.

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

ATTORNEY REPORT: No Report.

ENGINEER REPORT: Mrs. Franco thanked the Mayor for the reappointment.

DEPARTMENT HEAD REPORTS:

Police Department: He stated the following:

- Traffic Calming Signs are in; he is working with Sun Auto Warehouse for graphics
- Bike patrol has been out
- Minor traffic complaints
- They have been very busy
- July (12 Days) we have had a total #of 367 Incidents: 187 property checks, 7 Domestic, 7 Motor Vehicle Accidents, 42 Traffic Tickets and 4 arrests

Fire Department: Fire Chief Liberatore stated the following:

- They have been busy
- He congratulated the Trustee St. Germain and welcomed her
- He thanked the Board for the two approvals for the Fire Dept.

Public Works Department: He stated the following:

- They are looking into the crossing signs for Boysen traffic across from South Bay Rd.; they are looking into Boysen Rd., Belmore Dr. and Helen St. that they had repaved/resurfaced
- They have gotten quotes for 134 Church St.; still waiting on more before decide who to hire



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 12th, 2018 6:30 PM

- They have the paperwork all signed for the 109 Aspenwood Cir. drainage project

Parks and Recreation Department: She stated the following:

- They have had 2 summer concerts and still 7 to go; they are Wednesday nights at Lonergan Park from 6:00 PM to 8:00 PM
- They are in third week of Summer Camp Program:
 - Lonergan have 104 kids registered (maxed out)
 - Heritage 45 registered
- Busy doing summer programs

Codes Department: He stated the following:

- Planning Commission approved Sunbelt Rentals expansion of parking lot
- Firehouse Subs Grand Opening was last Saturday

Clerk-Treasurer: She stated the following:

- L.E.D. Lighting that we switched to saved, the Village \$37,000 over the past year; substantial savings
- She just physically closed the books and sent financials for the year end; good year estimating \$125,000 goes back into the Fund Balance with two entries left to make:
 - Fire Reserve it needs to go into their Fire Reserve
 - The DUI and she will be making deposit there
 - Allotted some money for the gutters and flooring for Fire Dept. to transfer to this year's budget
- It was a pretty good year and again; will be confirmed with the audit on September 1st, 2018.

The Mayor thanked the Village Clerk-Treasurer and Department Heads for keeping a good handle on their expenses and getting the work done. He stated that there are many Villages that are not in as healthy position as we are.

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee St. Germain: She stated she is extremely happy to be here and she looks forward to anything that comes.

Trustee Gustafson: She welcomed Trustee St. Germain. She thanked Mr. Roth for the beautiful job he is doing at the pool. She continued if you have not seen it; it is really worth looking as he has dug it up and put new plants in.



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 12th, 2018 6:30 PM

Trustee (Vacant) No Report.

Deputy Mayor Browning: She welcomed Trustee St. Germain and stated she was glad she was with us.

MAYOR'S REPORT:

The Mayor welcomed Trustee St. Germain. He stated they have an exciting document for Charitable Contributions for local governments and school district guidance. He continued it was passed with state law. Attorney Chatfield stated the federal government changed the tax laws to reduce the deductibility of local taxes to cap at \$10,000 that you can take as credits on your 1040. He continued this is the state's attempt to deal with the issue that was quite controversial when it was being kicked around. He went on which in high taxation stated like California, New York and Massachusetts there are a lot of jurisdictions where \$10,000 does not cut it; they pay a lot more than that in taxes. He stated in effort to ease the burden; this law still in its infancy with many things that still need to be worked out. He continued it is a mechanism to allow tax payers, if they wish to designate a portion of the taxes they paid the state and local governments, to charitable contributions administered by the entities which otherwise would not be receiving the taxes. He gave as an example the school district will identify some charitable organizations and groups and that is so that the taxpayers then can take a charitable deduction on their tax return to offset some of the taxes that they would have lost. He stated as he understands it, it will only be applicable to residential as opposed to commercial. He continued in our case, the Village taxes, and the component portion of the Village Taxes of the overall tax bill; he suspects is going to be very minimally impacted by this, because \$10,000 more than covers except for the largest the commercial businesses in town because nobody pays \$10,000 in Village Taxes. He explained the big issue is going to be the larger residential properties for the school taxes. He stated he is thinking about it, because he fits that category, but in order to implement it and allow the residents to take advantage of it. He continued it is necessary for us to adopt a local law permitting it to occur and that is on a municipality by municipality basis. He suggested that we take no action on it now and let us let it unveil itself. He went on there is still a lot of questions as to accountability, how all of this is physically going to be implemented, but it is something that potentially coming; if a lot of municipalities like the Town of Marcellus, the County of Onondaga gets on board and North Syracuse. He stated in his case the Marcellus School District gets on board, and then he would have the option of taking of that portion of his taxes that exceeds the \$10,000 as a deductible on his federal and designate it to a charitable organization. He stated let us say at the end of the day the taxes he pays in, \$10 goes to the Marcellus School District for its operating budget, but he takes \$8 and he puts it to the charitable trust for the Veteran's Administration. He asked does not that leave the Marcellus School District budget \$8 short and where does that \$8 come from. He stated maybe people in Albany are going to figure this out, but he has not been able to sort it out yet. He



Village of North Syracuse
Regular Board Meeting and Annual Board Meeting
Thursday, July 12th, 2018 6:30 PM

concluded that is what it is and to give everybody a heads up; it is coming and it will be across the board, a lot of municipalities have been dealing with it. He continued our Clerk-Treasurer stays on top of all these things. Village Clerk-Treasurer Kufel stated other municipalities have not really weighed into it yet, because they are wondering even if the IRS is going to allow something on it.

The Mayor stated he was over at the Bike Loft and he was asked if anything could be done with the cross walk here, because a lot of people are walking. He continued they explained there are a lot of people that try out the bikes and try to get across over to the library, so they can try a bike out. He stated he brought it up in the Staff Meeting and they are at least looking at a share the road sign or to do something; just to let people know that there is bike activity there, so our Superintendent is checking it out. He continued it is a county road, so we need to get permission to do that and if we can help them; we will try to help them.

Trustee St. Germain made a motion to adjourn at 6:55 PM. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Deputy Mayor Browning, and Trustee St. Germain, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel
Village Clerk

