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

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

**Personnel Present:** Village Clerk/Treasurer Dianne Kufel, CEO Brian Johnstone, DPW Superintendent Ed Ware, Deputy Chief Casey Daugard, Police Chief Steve Rotunno and Village Attorney Scott Chatfield, and Village Engineer Amy Franco.

**Personnel Absent:** Parks Director Teresa Roth

**RESOLUTION # 100-19**

**APPROVAL OF BOARD MEETING MINUTES**

Trustee Gustafson made a motion to approve the minutes from the May 23rd, 2019 Board Meeting. The motion was seconded by Trustee Steere. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

**RESOLUTION # 101-19**

**GENERAL FUND OLD BUDGET ABSTRACT APPROVAL**

Deputy Mayor Browning made a motion to approve the General Fund Abstract #27 (Old Budget) in the amount of $64,160.81 covering Voucher #1381 to Voucher #1469. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

**RESOLUTION # 102-19**

**GENERAL FUND NEW BUDGET ABSTRACT APPROVAL**

The Mayor stated this abstract has a large Workers’ Compensation payment of $93,000 to PERMA. Trustee St. Germain made a motion to approve the General Fund Abstract #01 (New Budget) in the amount of $158,815.92 covering Voucher #1 to Voucher #33. The motion was seconded by Deputy Mayor Browning. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

**RESOLUTION # 103-19**

**SEWER FUND ABSTRACT APPROVAL**

Trustee Gustafson made a motion to approve the Sewer Fund Abstract #01 (New Budget) in the
amount of $36.22 covering Voucher #1. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 104-19

The Mayor stated the transfer of funds from DWI Monies to cover cost of “in-car” camera. Deputy Mayor Browning made a motion to approve the budget transfers from A231P Police DWI Funds to increase A3120.27 Police WatchGuard Video in the amount of $5,616.13. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 105-19

The Mayor stated the transfer the reimbursed revenue to cover the costs of computers to be reimbursed. Deputy Mayor Browning made a motion to approve the budget transfers from A3389Q SLETTP Grant Revenue to increase A3120.211 SLETTP Grant Computers in the amount of $11,086. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 106-19

The Mayor stated the transfer revenue in to offset costs associated with Juvenile program and safety days. Deputy Mayor Browning made a motion to approve the budget transfers from A3389U Police Revenue Walmart Grant to increase A3120.479 Police Juvenile Safety Days in the amount of $2,000. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

OLD BUSINESS:

SMALL WIRELESS FACILITIES: VERIZON VS. CHARTER COMMUNICATIONS

The Mayor stated initially we were contacted by Verizon and now we are getting other wireless companies. He continued the Board is collecting “a lot” of information on this. He continued it is all over the media. He shared if it pleases the Board; he has a friend that he called who is a professor at Syracuse University who is involved with Electronic Radio Wave Communications. He asked if he
would be willing to come to our Board Meeting and he stated he would, so if the Board would like to have him here, the Mayor will call him and set that up. The Board members agreed they would like to hear him. The Mayor stated he is interesting and very knowledgeable; he is out of the country until later this month. He went on to say we have him come and speak at our 6:30 PM meeting. The Mayor stated we do want to continue to work through this and get our local law changes in place for eventually when they start trying to move through our Village. He continued that it is his understanding that there is no rush.

NEW BUSINESS:

RESOLUTION # 107-19

ALL SEASONS MECHANICAL MTC. AGREEMENT
STA. 1 & STA. 2: 6/01/2019-5/31/2020

The Mayor stated the Fire Chief has provided a few quotes for the CoRay Vac System Mtc.; it appears twice a year, for $2,900 for All Seasons Mechanical. Trustee Steere made a motion to authorize the Mayor to sign the All Seasons Mechanical Mtc. Agreement for Sta. 1 & Sta. 2 from 6/01/19 thru 5/31/20 for twice a year in the amount of $2,900 each time. The motion was seconded by Deputy Mayor Browning. Trustee Gustafson asked what this covers on these stations. The Mayor stated it covers the maintenance of the CoRay Vac System which is the heating system that is overhead. The motion was voted for with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 108-19

RESOLUTION AUTHORIZING CLERK/TREASURER TO DO
BUDGET TRANSFERS TO CLOSE THE FY 5/31/2019

Trustee Gustafson made a motion to authorize the Clerk/Treasurer to do Budget Transfers to close the FY 5/31/2019. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 109-19

RESOLUTION AUTH. CLERK/TREASURER TO CLOSE
THE COURT RESERVE AND DISTRIBUTE EQUALLY
TO EACH TOWN

The Mayor stated the Board has received the bank statements/letters regarding the balance remaining in the Court Reserve Account and subsequent determination from the DCJS (Barry Weiss) that these remaining monies would be split between the 2 towns. Deputy Mayor Browning made a
motion to authorize the Clerk/Treasurer to close the Court Reserve and distribute the remaining balance in half to the Town of Cicero and the Town of Clay. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 110-19          DISCUSS/APPROVE SUMMER PARKS STAFF SEASONAL HIRES

Deputy Mayor Browning made a motion authorizing the hiring/rehiring of the seasonal summer hires at the rates specified in the list attachment as “Exhibit A”. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 111-19          DISCUSS/APPROVE DPW SEASONAL SUMMER LABORERS (2)

Trustee Steere made a motion to hire for the DPW the following: Christopher Rapp as seasonal full-time Laborer at $11.10 per hour beginning June 14th, 2019 and David Tauro as seasonal full-time Laborer at $11.10 per hour beginning June 26th, 2019. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 112-19          AUTHORIZATION TO APPLY FOR DCJS BYRNE GRANT FOR BODY CAMERA(S)

Trustee Gustafson made a motion to authorize Police Chief Rotunno to apply for this grant for the purpose of purchasing body cameras. The motion was seconded by Trustee St. Germain. Trustee Steere asked how many cameras we are looking to buy. Police Chief Rotunno stated we are looking to buy 5. Trustee Gustafson asked how much the grant is for. Police Chief Rotunno stated $10,000. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

DISCUSSION ON CONSTRUCTION DEBRIS: HOMEOWNER DOES THE WORK

The Mayor stated he brought this to the attention of Codes and DPW, because of some issues and we may have to tweak our local law. Atty. Chatfield stated he thinks that we do have to tweak it and we will have to add a limitation to narrow it down for stuff generated by contractors. The Mayor continued if you are paying someone to do demolition; we do not expect to have to pick up the
debris when it is contracted for. He stated if a homeowner is doing his own work, he takes down a fence or does a little work himself and he brings it out; the Mayor thought he should not have to pay someone else to take it and the Village should pick it up. He explained the way the current law is written, the Village will not pick up any construction debris. Atty. Chatfield continued when the contractor applies for the permit, the permit given to the contractor specifically requires that the contractor dispose of the any debris he generates. Much discussion went back and forth about whether the homeowner or contractor does the work, who hauls it away; the Village or the contractor and whether the information is in the permit. DPW Sup’t Ware stated as long as the homeowner does not hire somebody to do the work and the homeowner does the work, we would pick it up; up to the limit 10 large items. The Mayor stated that we need to let them know when the homeowner comes and gets his own permit if it is not such an issue, but if a contractor gets the permit; the contractor has to know that he is responsible. He compared it to Tree Contractors and when they cut the tree down they are responsible for removing all the debris versus a homeowner who cuts down the tree; then the Village will remove the tree and debris. CEO Johnstone stated that is stated in the Tree License Tree Contract. The Mayor stated some changes need to be made to our Code; as well as if it is a whole room the DPW Sup’t will be able to use his judgement and count this as his 10 items for the year. He reiterated that we are going to need to change our local law a little bit and we need to schedule a Public Hearing. Trustee Steere made a motion to set the Public Hearing for June 27th, 2019 at 4:29 PM. The motion was seconded by Deputy Mayor Browning. Trustee Steere asked what will be the enforcement; this will be easier or harder to enforce, more gray area or less gray area. CEO Johnstone stated it would be less of a gray area; right now people are throwing stuff out to the road, the DPW does not take it and he has to send them a violation. He continued they say you took the neighbors door or toilet, but you did not take my fence or my deck that they took down; it is a gray area. He explained if there is any question, for example say it is a rear deck that gets put out front and a new deck was built out back; these guys are not going to be able to tell that, but one call to the Codes Dept. and we should be able to tell them that there was a permit pulled and if a contractor did the work while the guys are out there. He went on to say the yes, the homeowner did the work; pick it up. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 113-19

DISCUSS/APPROVE ITS: NEW VOIP PHONE SYSTEM

Trustee Steere made a motion to authorize the Mayor to sign the ITS Agreement for an overhaul in our phone system at Village Hall at $312.69 per month to be amortized over 5 yrs. for a total of $14,890. The motion was seconded by Deputy Mayor Browning. The Mayor stated that we did get more than one quote. He continued our phone system in our basement, if anybody wanted to go
down there and look; it is a mess and we are trying to get it squared away. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 114-19  
DISCUSS/APPROVE ITS: CABINET/CABLES/DATA WIRING PROPOSAL

Trustee Steere made a motion to authorize the Mayor to sign the ITS Agreement in the amount of $9,813 for the new rack cabinet, new color coded cabling, and to clean up old wiring downstairs. The motion was seconded by Trustee St. Germain. The Mayor stated our existing entrance is on the south side of the building, it is old school, and we are moving the new entrance and the Fiber Optic Cable is going to come in under the Police, because the Police are there at all times. He continued so if there is ever a problem, they can access that rather than trying to fight through and not set off the alarm with our security code, that is going to be a Fiber Optic. He went on so we are going to be getting a new Fiber Optic entrance cable from Verizon. Trustee Gustafson asked if this was the same as they saw at the Fire Station. The Mayor stated it was. Trustee Gustafson clarified it works well there. Deputy Chief Daugard stated they have not had any real issues at all. The Mayor continued he did know if they had to get a new service entrance though, but all the cabling and the rack, so it will clean it up. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 115-19  
DISCUSS/APPROVE ITS: REMOVE OLD/UNUSED NETWORK DATA WIRING NO LONGER IN USE

Trustee Steere made a motion to authorize the Mayor to sign the ITS Agreement in the amount of $1,200 to remove old/unused Network Data Wiring no longer in use. The motion was seconded by Deputy Mayor Browning. The Mayor stated there are so many wires down there and wires going through the duct work which is totally not legal, so we are going to clean all that up; we are also getting color coded and CEO Johnstone has been spearheading this. He continued we have had some of the other providers, our security system, and Fire Alarm go down and identify which wires are theirs, so when we go down and start cutting that we do not cut their wires. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 116-19  
DISCUSS/AUTHORIZE EXTRA WORK ORDER: CHA FOR THE TAP PROJECT/WIDENING SHOULDERS ON CHESTNUT ST. AND CHURCH ST.
The Mayor stated the Board received the proposal, which in summary due to DOT regulations; we need full time Construction Inspection as well as Construction Administration. He continued to further complicate we need MBE/WBE. Trustee Steere asked what that stands for. The Mayor stated Minority Business Enterprise/Women’s Business Enterprise, whenever you have federal and state money you have to have a certain percentage of companies that are either minority owned or women owed to meet federal regulations. The Mayor continued they stated that they told us in the beginning, but he was not aware. He went on to say that they, CHA, Mrs. Franco; that it needed full time supervision on the job site, so that is an added expense. Mayor Butterfield spoke of needing a motion to authorize the Mayor to sign this agreement in the amount of $129,000 increase added to the first proposal. He stated the good news is even with this, we are still very close to being fully funded for the project; we have been saving money. He continued the total project for the audience is $1,253,000 for repaving Church/Chestnut, new sidewalks, some new drainage and it is about time; those roads have been falling apart. He entertained a motion to authorizing the Mayor to sign this agreement. Trustee Steere made a motion to authorize the Mayor to sign the Agreement in the amount of $129,000 for Prudent Engineering to supervise the Tap Project/Widening Shoulders on Chestnut St. and Church St. The motion was seconded by Trustee Gustafson. Trustee Gustafson asked how far on Church St. are you going. The Mayor stated to Cicero by Bellewood Church. Trustee Gustafson continued that was good, as she has gotten some complaints asking when it is going to be completed. Mrs. Franco stated she thought they all would like to know. She continued the hoops that you have to jump through with D.O.T., like each thing that you have to do; this contract that you have to do and then you will get another one for the Construction Inspection Administration. She went on to say, so when you talk to Doug with D.O.T., so you kind of know where he has reviewed and it goes back and forth. Mrs. Franco stated it is just a waiting game, National Grid has moved some of their poles and we want to get OCWA in there with their water line as well, which they have not started that project yet either. The Mayor stated it is our hope; he thought it would be all bid and waiting to start, not that they have not even bid it yet, because of all these hoops and fence you got to climb over, etc. He continued it is certainly not like the private sector. Mrs. Franco added we need to work hard for that federal money. The Mayor stated when he first became Mayor he lobbied for Chestnut St. and Church St. that it should be a county road; oh no it is a Village Road. He continued fortunately we applied for a grant a couple of years ago and received the monies, by saving money and setting money aside; we are in pretty good shape. He went on to say unless the bids come in way high which we hope they do not, but we will not know that until it is bid. DPW Sup’t Ware stated that we are going out fairly soon to do some hot mix patching and some of the areas that we are going to do some of the worst ones on that area and kind of level it out. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 117-19

AUTHORIZE THE SURPLUS OF THE 2011 CHEVY
CAPRICE: OLD DETECTIVE CAR

Village of North Syracuse
Board Meeting Minutes
10613
06/13/2019
Trustee Gustafson made a motion to surplus the 2011 Chevy Caprice for a fair market value of $5,000. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

RESOLUTION # 118-19

APPROVE/AUTHORIZE THE MAYOR TO SIGN DOCUMENTS
RELATING TO THE PURCHASE OF 2017 FORD
FUSION POLICE DEPT.-DETECTIVE CAR

Trustee Steere made a motion to authorize the Mayor to documents relating to the purchase of the 2017 Ford Fusion for $14,900. The motion was seconded by Trustee Gustafson. Trustee Steere asked how many miles were on the surplus car in the 8 yrs. Police Chief Rotunno stated 50,000 something. The Mayor stated the one that we are getting is 21,620 miles, so it is an upgrade. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

CITIZENS’ VOICE: The Mayor invited anyone that wished to share concerns or thoughts to address the Board. He asked again if anyone wished to speak and closed Citizen’s Voice.

ATTORNEY REPORT: No Report.

ENGINEER REPORT: No Report.

DEPARTMENT HEAD REPORTS:

Police Department: He stated the following:

- Med Box is in place and waiting for new lock to be installed
- Participated in Emergency Services Friends and Family Event
- Participating in Allen Rd. Elem. Carnival
- Been monitoring area of 106 Watson Rd. for parking issues; No Reports of issues from patrol
- Display was busy with handouts at festival and technicians did 6 car seat inspections
- Memorial Day went off with no issues
- Recently conducted interviews for part time officers, two candidates being processed with initial backgrounds.
- Pedestrian Safety Week starts next week; we will be out with Crosswalk Crackdown Flyers on Main St.
- So far in June: 457 Total Calls for service, 219 Property Checks, 11 Domestics, 04 Motor Vehicle Accidents, 89 Traffic Stops, 79 Traffic tickets, 03 arrests
Fire Department: Deputy Chief Daugard stated:

- 408 calls year to date; June has been a very busy month, we are averaging 70 calls a month and have already had 59 so far in June
- End of school year, doing a lot of details
  - We were at Main St. School with the Police over the weekend,
  - Tomorrow night we will be at Allen Road with them
  - There are a lot more schools trying to get their training and other things in before the end of the year
- They are processing 2 more applicants, so look forward to that
- We took on the Juniors last meeting
- That will bring our numbers up to about 35; we are still low
  - We just got the Safer Grant
  - Our trailer is done and been wired and stuff, so we are hoping to have that at some of the baseball games, Mets or NBT Stadium; so we hope for a lot of publicity with that

Public Works Department: He stated the following:

- We are working on the lawns, the mowing with the wet weather; there are a couple of spots around the retention ponds that they have not been able to get to
- The equipment is ready to go out and do hot patch on the streets
- Are ready to begin doing some storm drain

Parks and Recreation Department: No Report.

Codes Department: He stated the following:

- With the Phone System upgrades, there will be a couple of more things we are going to upgrade as the Mayor stated.
- Met with Sonitrol and Red Hawk, ITS suggested a Cellular System; Police Dept. side has
- Sonitrol: Should yield 50% savings on bill, Cellular System will not have mics all over building, works with motion and glass break; everything should be covered to get the new box in there
- Red Hawk:
  - New box becoming available for purchase at end of the month
  - Reason to upgrade to cellular
    - Phones going to internet, all copper lines being removed from building
    - Current problems at Village Hall, the fire alarm and security start beeping during day; says lost signal
    - Will eliminate static and failed miss dials
New systems uses an Air Card and they just call if something happens.

- Police Dept. side changes needed
  - In new basement add in some strobes in the bathroom and locker rooms
  - Move some detectors, add 1 detector in new lobby upstairs, pull box with buzzer and a strobe and mount existing smoke detector on new drop ceiling
  - Quoted the box at $800, once we get moving on that you will see that come your way.
- Issued Permit for Fireworks Tent will be Parts Store at 415 E. Taft Rd. from June 24th thru July 6th across from Post Office; here last year with no incidents or issues, so he will give the Police and Fire Dept. contacts to the people who are running the tent

Clerk-Treasurer: She stated the following:
- She is just trying to wrap up the year, Old Budget abstract this meeting and hopefully one more to wrap up all the old expenses, so we can officially get started on closing the books
- Website has been down for a couple of days; something to do with a plug in, she was not able to put the Agenda on the Website, and hopes it will be fixed tomorrow
- Just working on the offices changes, the conference room getting things assembled in there
- We are working through Eastern Shores on the annual Sexual Harassment Training that we are all supposed to have, including the Boards; believes it will be in August
- Will be starting the square carpet tiles on the Village Hall side to do of the building soon which will be done in sections; makes easier to unload cabinets

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee St. Germain: No Report.

Trustee Gustafson: She stated she walking and she happened to pass 106 Watson Rd. and the lady was out fixing her lawn which by the way is very nice; she has done a wonderful job. She added she was very pleased that she has not had any problems since she has been here. She spoke of some lights she had along the front and people were running over them; it has now been a while and nobody has bothered them again, so she is very happy with having been here and have her say.

Trustee Steere: No Report.

Deputy Mayor Browning: No Report.
MAYOR’S REPORT:

He stated the Village Festival that we had was a success; it was a last minute change. He continued we opened Church Street down here a couple of days ago. He continued just before we opened it we got word that we were awarded the additional monies that we requested, so that is a win for us. He stated the phone systems and all the improvements down in the basement, the unseen stuff, are going to be a big improvement; it has been years since we have had any upgrades. He continued last year we tried to do “A Taste of North Syracuse” similar to “A Taste of Syracuse,” because we have a lot of nice restaurants for those of you that do not visit the restaurants on Rt.11. He went on to say there was interest but we just ran out of time and we may be running out of time this year as well, but this is something that we do want to do. He stated we are going to advertise restaurants. He continued we are not going to have special booths or anything and see how it goes; try to encourage our Village residents to visit our local restaurants. He wanted to encourage residents to walk to the restaurant, so they earn their meal or earn their dessert. He stated for those of you that do not visit the Village Offices, we have made some nice improvements. He continued we now have a medication drop box; many places have had them, but we did not have enough room. He stated with the Boards permission, he has talked to our architect friend about some ideas to freshen up the outside of Village Hall; it is pretty dated and some spots are showing wear. He continued he would also like to talk to her about improved signage. He went on to say there is no rush, once we get these other things out of the way; he thought it would be nice.

Deputy Mayor Browning made a motion to adjourn at 7:08 PM. The motion was seconded by Trustee Gustafson. The motion was approved with Trustee Gustafson, Trustee St. Germain, Trustee Steere, and Deputy Mayor Browning, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel  
Village Clerk
## Exhibit “A”

### Summer 2019 Parks Staff

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<th>Name</th>
<th>Position</th>
<th>2019 Hrly Rate</th>
<th>2018 Hrly Rate</th>
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<td>Katherine Carr</td>
<td>Recreation Specialist</td>
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<td>Alexis Long</td>
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<tr>
<td>Gregory Roth</td>
<td>Parks Laborer</td>
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<td>Anna Marie Sallis</td>
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<td>Matthew Morgese</td>
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<td>Dawn Lonkey</td>
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<td>Gayle James</td>
<td>Recreation Specialist</td>
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<td>-----------------------</td>
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<td></td>
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<tr>
<td>Ashley Casey</td>
<td>Star-Review</td>
<td></td>
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<tr>
<td>Sue Hammond</td>
<td>102 Ekern Ave W Syr.</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Christyla Stony</td>
<td>202 Cypresst Ave</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nora Fleming</td>
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