



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, October 24th, 2019 @ 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 Mayor Gary Butterfield asking everyone to join him in the Pledge of Allegiance.

Roll Call: Mayor Gary Butterfield, Dep. Mayor Browning, Trustee LouAnn St. Germain, and Trustee Fred Wilmer.

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

Personnel Absent: Trustee Chris Strong (Excused).

RESOLUTION # 196-19

APPROVAL OF BOARD MEETING MINUTES

Dep. Mayor Browning made a motion to approve the minutes from on October 10th, 2019 Board Meeting. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee St. Germain, Trustee Wilmer, and Dep. Mayor Browning, all voting in favor of the same.

RESOLUTION # 197-19

GENERAL FUND ABSTRACT APPROVAL

Trustee Wilmer made a motion to approve the General Fund Abstract #11 in the amount of \$106,931.35 covering Voucher #549 to Voucher #611. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee St. Germain, Trustee Wilmer, and Dep. Mayor Browning, all voting in favor of the same.

RESOLUTION # 198-19

SEWER FUND ABSTRACT APPROVAL

Trustee Wilmer made a motion to approve the Sewer Fund Abstract #11 in the amount of \$74.88 covering Voucher #14. The motion was seconded by Dep. Mayor Browning. The motion was approved with Trustee St. Germain, Trustee Wilmer, and Dep. Mayor Browning, all voting in favor of the same.

RESOLUTION 199-19

BUDGET TRANSFER(S)

The Mayor stated the transfer revenue to offset Overtime worked. Trustee St. Germain made a motion to approve the budget transfers from A3389B Traffic Safety Unit Revenue to increase



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A3120.142 Traffic Safety Overtime Shifts in the amount of \$854.22. The motion was seconded by Trustee Wilmer. The motion was approved with Trustee St. Germain, Trustee Wilmer, and Dep. Mayor Browning, all voting favor of the same.

RESOLUTION 200-19

BUDGET TRANSFER(S)

The Mayor stated the transfer revenue to offset costs associated with Safer Grant Recruitment. Trustee Wilmer made a motion to approve the budget transfers from A3389S Safer Grant Revenue to increase A3410.28S Safer Grant Expenses in the amount of \$7,574. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee St. Germain, Trustee Wilmer, and Dep. Mayor Browning, all voting favor of the same.

OLD BUSINESS:

I-81 MEETING-SYRACUSE MAYOR PRESENTATION: STATISTICS

The Mayor stated he attended an I-81 meeting with the Mayors and Supervisors last week with a presenter Mark Nicotra explained to us in better details what the I-81 preferred option is, is the Community Grid, but they have incorporated the business loop. He continued they explained the business loop which helped, but also there was room for discussion and the Mayors and Supervisors from the east side and west side of the county; he stated they stated they needed to include some things that are needed, Exit 3, the Dewitt/Fayetteville Exit is already jammed up, and they were not thinking about improvements going down the corridor. He continued so he got an ear full from some of the people that were there, so they are looking at it now. He added it was a good meeting because the state was there and they stated O.K. we will look at that and truck traffic coming through on the west side using Rt. 20. He explained you cannot prohibit especially the trash trucks from using the state highway, so they are taking that into consideration, but the business loop going into the city will now be 81-B, but still go right into the city for 1.2 miles before it will go into street level. He went on to say they are going to improve 3 streets with major improvements. He stated they also talked about if you are going to do improvements, then you need to do infrastructure underneath those streets at the same time, because they are always fighting water main breaks; sewer breaks, so incorporating that into the discussion makes sense. He added he is much more comfortable with that scenario which is the one that probably will happen. Dep. Mayor Browning asked if he saw it was headline news in the Washington Post. The Mayor did not. Dep. Mayor Browning stated it was on the news last night; they had quite an article where they interviewed some residents. The Mayor stated before they start that they want to do all the improvements before 481 including making some of it 3 lanes wide, doing the interchange for south and north and at the same time doing the 3 streets where traffic will go into the city before they tear I-81 Bridge down. Trustee St. Germain commented it is going to be a



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while. The Mayor stated it has taken us 2 yrs. even to get plans for our little projects, imagine what it is going to be like. He continued it was interesting and he felt much better after the presentation.

MAYORS/SUPERVISORS MEETING: CONSENSUS

The Mayor stated the item on the agenda along with that other item we went through is Consensus, how can we do more with less; consolidate, consolidate. He continued we are working on things and we had one idea that we shared, training; basically training with Cicero for Codes and Police Dept., if we combined training it could save us money. He stated that there is not a lot as we have already done a lot of this ahead of time and now to ask us to find more ways to save. He continued as you know we cooperate with the county, the state, neighboring towns, and school district, so we are doing well.

CHURCH ST./CHESTNUT ST. - OCWA: UPDATE

The Mayor stated the next update is on Church St./Chestnut St. He continued he had a conversation with DPW Sup't Ware and a conversation with Joe who is the Sup't and they have done additional cold patch work on Chestnut St. He stated Church St. is finally coming into pretty decent shape that is not decent at all, but they were obligated to put it back the way it was with real paving. He continued they are going to do the same thing on Chestnut St. before winter flies it is going to be real paving and he has asked DPW Sup't Ware to use some hot mix and patch the pot holes that OCWA did not create, so we can get through another winter. He stated then hopefully by spring or late summer we should be done, that is our intent with brand new roads and sidewalks.

RESOLUTION 200-19

**JOSEPH FASEN AGREEMENT FOR POLICE DEPT.
FOR BASEMENT RENOVATIONS**

The Mayor stated the he has an agreement to finish the downstairs in the Police Dept., it is part of a DASNY Grant. He continued the fellow that we had working on it could not finish it, so we have somebody else who is finishing it. Atty. Chatfield asked if we went through the purchasing policy to get the best quotes and so on. The Mayor stated no because it is a one-man operation, we reached out to people and we only got one quote. Atty. Chatfield stated that there would have to be resolution just to memorialize the expenditure, it could just be explained to the Board. The Mayor stated this is a contract between the Village and Joseph Fasen of Liverpool. The Mayor continued he is finishing up what was started. Dep. Mayor Browning stated again, it has got to be done. Police Chief Becker added the quote also includes the dropdown ceiling, but not the flooring. The Mayor stated the total is \$4,200 including all the labor and the dropdown ceiling. Dep. Mayor Browning made a motion authorizing the Mayor to sign an Agreement with Joseph Fasen in the amount of \$4,200 total to include all labor and



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the dropdown ceiling. The motion was seconded by Trustee St. Germain. The motion was approved with Trustee St. Germain, Trustee Wilmer, and Dep. Mayor Browning, all voting favor of the same.

NEW BUSINESS:

**DISCUSS 2020 FIRE PROTECTION PROJECTIONS
FOR CLAY/CICERO-VILLAGE FY 2020/2021**

The Mayor stated the Board has received the projections for the Fire Protection Svcs. with the towns and opened this up for discussion. He continued again, this is preliminary, and hard for "us" as a Board to approve this as we do not have our budget together for this next year, as of yet. Typically, we start in January/February for our June 1st budget, so in any event, this is just not as detailed as you are used to. Fire Chief Liberatore stated the percentage increase was 1.0+ % due to insurance, we left our budget flat. Dep. Mayor Browning stated it sounded good to her. Fire Chief Liberatore continued we kept all the cuts from last year, so the only increase was the insurance, everything else stayed the same. The Mayor stated this is just informational.

CITIZENS' VOICE: The Mayor invited anyone that wished to share concerns or thoughts to address the Board. Stephanie Mack of 212 Church St. inquired about the construction project on Church St. and the time frame as well as how notifications are sent to the neighbors. The Mayor explained updates are given at almost every meeting, the minutes are posted to the Village Website and people are always welcome to come to the Board meetings. The Mayor spoke of having taken phone calls and being stopped by a few people out in public to answer their questions. The Mayor clarified that this work that is being done on the water mains is by OCWA, not the Village. He spoke of the Village Church St. /Chestnut St. project, the time to get through the planning process of which contracts were signed with the state in 2017 and being very close to having the plans available to go out to bid. He explained he is hoping to have it bid in December or January, to start in the spring and should be 3 months at most project, from the time it starts. He continued the paving, they are just going to mill, and repave, do sidewalks on the north side of Church St. and new sidewalks on some of Chestnut St.; most of Chestnut has already been done with sidewalks. Ms. Mack asked about the sidewalks and plowing them, as her grass gets tore up and asked if they could plow toward the road more that her lawn does not get damaged. The Mayor explained the sidewalk equipment is wider that the older sidewalks and especially if it is the first snow, it is hard for the guys to tell where the sidewalk is. She asked if she could put reflective markers and DPW Sup't Ware agreed she could. The Mayor asked if anyone else would like to speak and closed Citizen's Voice.

ATTORNEY REPORT: He stated it occurred to him when the Mayor was reporting about meeting downtown with respect to the reconstruction of I-81 and wondered if there was any discussion about following through on the original plans for the westerly loop. The Mayor stated no. Atty. Chatfield



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added it seemed to him, if they are going to spend that kind of money, that they would want to alleviate traffic and they are going to put a whole 3rd lane along all of I-481 and around the east side; it would almost make some sense to complete the circle from 695 down thru Marcellus area and pick up I-81 down there somewhere. He added then they would have two ways to get around the city.

ENGINEER REPORT: She stated she was going to discuss the planning grant the Village Clerk-Treasurer Kufel had sent out through the county. She continued it is something to think about and she believes the Board all received it, but does not know if you got a chance to look at it or not. She continued but it is a 50% match from the county planning, and it is just a planning report. She explained if there are any projects that you want to plan for to prepare in the future to do, it is kind of good, and she knows we have done really well at that in the past. She stated if there are any projects out there, maybe in parks, maybe a sidewalk plan, because as you have stated we have been piecemealing as we go along with the Community Development money.

DEPARTMENT HEAD REPORTS:

Police Department: He stated the following:

- New contractor, Jay Fasen of Joseph Allen Property Mtc.; started to basement renovations, and expects build with drop ceiling to be finished approximately 20 days.
- NSPD has arranged and posted holiday detail to support the Oct. 31st event, adding 3 additional patrols to travel throughout Village to safeguard trick and treat attendees; we will hand out glow sticks to increase visibility and safety for our children, as done in the past.
- So far in September: 742 Total Calls for service, 301 Property Checks, 20 Domestic, 15 Motor Vehicle Accidents, 173 Traffic Stops, 94 Traffic tickets, 28 Arrests

Fire Department: Fire Chief Liberatore stated the following:

- We received a calls from Town of Cicero and Town of Clay; their Budget is O.K., no preliminary meeting required, think they are going to go thru, both are at the end of the month
- Been really busy, went from call to call today
- DPW Sup't Ware has been keeping the back open for us, they are about at the front of the firehouse to do the front of that, so he will keep that open
- They will be out on Halloween with the fire apparatus as well
- If you have any questions stop over or feel free to call

Public Works Department: He stated the following:

- We are gearing up for leaves, new parts for leafer today, that should be up tomorrow



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- We are getting salt trucks ready, getting calibrated, will know amount of salt being put down per mile, guys will learn and we know what truck is performing at
- Tuesday, next week at the Fairgrounds, we will be putting the steel on
- We are getting ready for winter

Parks and Recreation Department: She stated the following:

- Trunk or Treat Event instead of Halloween Party, we are getting together The Gathering Place October 31st from 6:00 PM to 8:00 PM; open to any youth in the area
- Free refreshments with prizes and goodies; lots of stations set up
- We have been refurbishing Christmas Pole decorations to be ongoing over next month
- Sunday, Dec. 8th at 5:00 PM-Holiday Parade
 - Booked horse and wagon, pipe band, some other entertainment; busy working on that
 - Partnering with Just 1 Bite to add some refreshments, in addition to cocoa and donuts; looking for donations for hotdogs and coffee
- SAM Grant - submitted this week 1st reimbursement request
- DPW busy taking down a hand full of trees at Heritage Pk.; dead limbs, trees, cleanup area where Dog Pk. is going
- Requisition over there; please sign, so can order fencing or Dog Pk., so can get on their schedule probably in spring
- Don and she had second Webinar for Rec. Software Program, he has done a lot of work to set up and get ready; hope to launch January, so have next month and 1/2 to play with it and learn how to use it
 - Next week, email all the program registrations we had for the summer to let know they can now register online this year and start using credit card; must create profile, Don starting for them, so they just have to update it

Codes Department: He stated the following:

- Update: Spoke with Carlos Morales today, hopes to have closing date for 802 N. Main St., so can start moving in, prior I reported there was a seepage from the former Mobil; banks were happy with second DEC inspection they did
- Have been in contact with Atty. for SNK Petroleum for 800 N. Main St. (Mobil) site, told to expect plans in next couple of weeks, so they should be next before the Planning Commission and get that reopened
- Seneca Federal was at last Planning Mtg., approved for Employee Parking Lot, between bank and funeral home on the lot that is getting tore up right now by OCWA



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- Twin Trees started expansion for parking lot, the garage has been demoed and doing grading now, he is hoping to have paved before winter and the plants close
- Interior buildout for Corso's Cookies has begun, they started that last week; still on schedule for Christmas opening

Clerk-Treasurer: She stated the following:

- She has put out financial reports thru September for now, so that is a good thing, catching up after auditors were here
- In the whole time she has been here, she has not seen so many grants, in trying to keep track of them with revenues, we really do have a lot of grants, you will notice as she makes notes of some of it, looks like we are right on par and not over Budget

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee St. Germain: No Report.

Trustee Strong: No Report.

Trustee Wilmer: No Report.

Dep. Mayor Browning: She thanked the people for coming and asked that they encourage their neighbors to come; that would really be great.

MAYOR'S REPORT:

The Mayor stated there is one more glitch in the Church St. /Chestnut St. He spoke of way back when this project was done, one of the land owners signed off on a property exchange or giving up property, but it never got recorded. He continued so the person on Church St. according to the DOT and all of the surveys own the land including part of the street. He went on to say he finally got a hold of the guy within the last month and the guy stated he remembered doing that way back then, but it never got recorded. The Mayor stated the state will not release plans until they have to check a box that says, because it is actually coming from the federal to the state cutoffs, so we have a meeting tomorrow to resolve this. He continued the owner stated he would sign anything you want; he will sign it again, just let him know what he has to sign. He added the resolution should happen



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and we should be in much better shape tomorrow after our meeting, but it still gives us time to get plans. He stated they are ready to go almost, just final approval is all we need, and this is the last thing holding it up; so if we can get can get a December-January bid, spring start, we are ready to go. He continued we have a new member, Anthony Irick on the Zoning Board. The Mayor continued if anyone wants to get involved as an Alternate on the Zoning Board, let us know. He went on to say the same thing for beautifying our neighborhood, the Block Builders; we are looking for more volunteers. He stated then as soon as things settle down for him, we can kick this off. He continued this is a program that has been successful in other Villages. He added then the Town Planning Grant Opportunity, do we have any ideas, and it is due by November 15th. The Mayor continued that we have an intern, who is very computer savvy, internet savvy, and he turned it over to Village Clerk-Treasurer Kufel. Village Clerk-Treasurer Kufel stated we have had several interns over the years and she has just really shined above many and Parks Director Roth can vouch for this too. She continued she has done a lot of the social media skillsets with the Taste/Eat/Experience and she has really blasted that out thru Facebook and social media, there is like 6,000 views and it is just really hitting out there nicely. She added she is also expertise in Web pages and has been doing videos, and music, and she is just really savvy at that, so she has helped us with that. She stated she is now currently working on something for the main page of our Website with videos and trying to incorporate the Family Festival, Earth Day, face paintings and Holiday Parade and all that stuff into it. She continued the Trunk or Treat, she also did a blast for that which is good too and now she has put that on her own Facebook too. She added lastly, we at the Village are always trying to go paperless and stuff and we have always been using this laserfiche product that General Code offered but lately, their service has not been as it always was and the cost has increased drastically. She stated so we are kind of looking to do something in house, and she has pretty much facilitated, and spearheaded a conference call with this laserfiche product and we are getting there; the price is a little bit higher than she thought it would be, she has another conference call and she is coming in tomorrow. She continued it is \$11,000; it is more than she thought, but this includes a scanner, it is not advantageous for us to use the copier to emails, it is better to just have our own scanner back there to do it. She stated she and Diane I. could be doing it bi-weekly rather than sending off boxes at the end of the year and copying, so we are still trying to get some factual numbers on this.

Dep. Mayor Browning made a motion to adjourn at 5:12 PM. The motion was seconded by Trustee Wilmer. The motion was approved with Trustee St. Germain, Trustee Wilmer, and Dep. Mayor Browning, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel

Village Clerk

