

Village of North Syracuse  
**Regular Board Meeting**  
May 24, 2012 at 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 PM with Mayor Atkinson inviting everyone present to join in the Pledge of Allegiance.

**ROLL CALL:** Mayor Mark Atkinson, Deputy Mayor Chuck Henry, Trustee Gary Butterfield, Trustee Fred Ferguson and Trustee Paul Linnertz were present.

**PERSONNEL PRESENT:** Clerk-Treasurer Dianne Kufel, Parks Director Teresa Roth, Codes Enforcement Officer Pam DiCarlo, DPW Sup't. Gary Wilmer, Village Engineer Amy Franco, Village Attorney Scott Chatfield.

**RESOLUTION # 089-12**

**APPROVAL OF MINUTES**

Trustee Linnertz made a motion to approve the minutes from the May 10, 2012 Board Meeting. Trustee Ferguson seconded the motion. The motion was carried unanimously.

**RESOLUTION # 090-12**

**GENERAL FUND ABSTRACT APPROVAL**

Trustee Linnertz made a motion to approve the General Fund Abstract #26 in the amount of \$127,178.93 covering Voucher #1335 to Voucher #1387; the motion was seconded by Trustee Ferguson. The motion was carried unanimously.

**RESOLUTION # 091-12**

**SEWER FUND ABSTRACT APPROVAL**

Trustee Linnertz made a motion to approve the Sewer Fund Abstract #26 in the amount of \$85.50 covering Voucher #2. Trustee Ferguson seconded the motion. The motion was carried unanimously.

**RESOLUTION # 092-12**

**BUDGET TRANSFER**

Trustee Ferguson made a motion to approve the transfer of \$1,266.86 from Account A5142.475 (DPW – Equipment Maintenance) to A8560.446 (Tree Removal). The motion was seconded by Trustee Butterfield. The motion was carried unanimously.

**RESOLUTION # 093-12**

**BUDGET TRANSFER**

Trustee Linnertz made a motion to approve the transfer of \$605 from Account A5142.475 (DPW Equipment Maintenance) to A8510.410 (Community Beautification Street Flowers). The motion was seconded by Trustee Ferguson. The motion was carried unanimously.



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**RESOLUTION # 094-12**

**BUDGET TRANSFER**

Trustee Ferguson made a motion to approve the transfer of \$7,314 from Account A3410.445 (Fire Dept. Building Maintenance) to A3410.230 (Fire Dept. Vehicle Equipment). The motion was seconded by Trustee Butterfield. The motion was carried unanimously.

**RESOLUTION # 095-12**

**BUDGET TRANSFER**

Trustee Ferguson made a motion to approve the transfer of \$15,000 from Account A9060:8 (Hospital & Medical Insurance) to A1910.437 (Claims and Judgements). The motion was seconded by Trustee Linnertz. The motion was carried unanimously.

**RESOLUTION # 096-12**

**BUDGET TRANSFER**

Trustee Ferguson made a motion to approve the transfer of \$7,400 from Account A3410.445 (Fire Dept. Building Maintenance) to A3410.200 (Fire Dept. Station Video Surv. Camera). The motion was seconded by Deputy Mayor Henry. The motion was carried unanimously.

**RESOLUTION # 097-12**

**BUDGET TRANSFER**

Trustee Ferguson made a motion to approve the transfer of \$3,500 from Account G8120.477 (Sewer – Misc. Repairs) to G8120.1 (Sewer – Personal Services). The motion was seconded by Deputy Mayor Henry. The motion was carried unanimously.

**RESOLUTION # 098-12**

**BUDGET TRANSFER**

Trustee Ferguson made a motion to approve the transfer of \$650 from Account A6772.448 (Senior Bus Rental) to A7140.459 (Misc. Program Instruction Fees). The motion was seconded by Trustee Linnertz. The motion was carried unanimously.

**RESOLUTION # 099-12**

**BUDGET TRANSFER**

Trustee Ferguson made a motion to approve the transfer of \$651.07 from Account A7110.447 (Parks - Building Maintenance) to A7140.459 (Misc. Program Instruction Fees). The motion was seconded by Trustee Butterfield. The motion was carried unanimously.

**CITIZENS' VOICE:** No one responded.



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**RESOLUTION # 100-12 APPROVE NEW ROSTER POSITION FIREHOUSE CARETAKER**

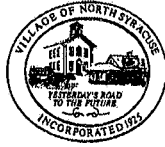
The Mayor explained that this was tabled from a previous meeting. This action will add a new position to the Village's civil service roster and delete a current position that no longer exists. The Mayor explained that this has been coordinated with the Fire Chief, as well. Trustee Linnertz made a motion to add a new Firehouse Caretaker Position to our roster and delete the Custodian position from our roster. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

**RESOLUTION # 101-12 APPROVE THE 2012 PAVING SCHEDULE**

Mayor Atkinson explained that every year we pave as many roads as we can and that is based on a reimbursable grant that we receive (CHIPS – Consolidated Highway Improvement Program). DPW Sup't., Gary Wilmer, has a program or a process of identifying roads needing paving and a turnover schedule. The milling will be done at the streets that are shaved down. Trustee Ferguson requested clarification on the milling process. Mayor Atkinson referenced the schedule that was distributed to the Board, specifically the schedule consists of Melrose from John Street to Tallowood Circle, Wells Ave. East – South Main St. to South Bay Road, Wells Ave. West – Herman Drive to Catherine St., Tuller Road from Sunnybrook Drive to the dead end, and additional milling. The roads that are really bad need to be milled; we try to extend the monies as far as we can. Mayor Atkinson made a motion to approve the paving schedule for \$69,126.40. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

**RESOLUTION # 102-12 MODIFICATION TO THE CODES FEE SCHEDULE- ADMIN. FEE**

Mayor Atkinson explained that this is regarding an existing preapproved site plan that we are looking to build a fee into; and turned this over to Pam DiCarlo. Attorney Chatfield explained that currently the authority is here to make the change but there is no mechanism to collect a fee for this process. Attorney Chatfield continued to say that within our existing zoning regulations, and with the Village being business friendly, there is a provision for our Codes Enforcement Officer to approve minor modifications of a site plan that has already been approved by the Planning Board. Chatfield referred to the question of having the applicant go through the entire process or use this administrative approval process. Chatfield continued to say that the authority is already in the books, although the passing of this resolution will allow the Village to collect back an administrative fee for these services. This administrative fee schedule would be adopted by resolution. The Board would amend by resolution to collect a \$500 fee for applicants who choose to apply for this administrative process. The Codes Enforcement Officer can determine also if this should go back to the Planning Board, with reasonable discretion, and which issues could be handled much more expeditiously through this process. Mayor Atkinson made a motion to amend the current Codes Fee Schedule to include the Administrative Amendment Fee of \$500 regarding the modification of the existing preapproved plan. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.



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**RESOLUTION # 103-12**

**APPROVE 2012 10 WHEEL DUMP TRUCK ACQUISITION**

Mayor Atkinson spoke of the DPW Sup't. Gary Wilmer requesting approval of a chassis for \$122,097 acquired through government pricing. The Mayor explained the need to place the order due to a build-out time of 120 days. The box will be ordered separately under a separate RFP process. Gary Wilmer is requesting 4 proposals for the box. Gary explained he has received 2 quotes for the box and still is awaiting for 2 more to be received. Mayor Atkinson explained that he is looking for the approval to order the chassis. Trustee Linnertz inquired about the appropriation of the monies, and it was explained that this was included in the recent adopted budget under the installment debt section. It will be leased for 3 to 5 years, based on competitive rates, and will be confirmed in September, 2012. Gary confirmed it will be a stainless steel box. Mayor Atkinson made a motion to approve placing the order of the chassis for the 10 wheel dump truck. The motion was seconded by Trustee Butterfield. The motion was unanimously approved.

**RESOLUTION #104-12**

**APPROVE EASTERN SHORE/NYMIR FOR FY 2013**  
**APPROVE BROWN & BROWN/PUB. OFFIC./POLICE PROF. FY 2013**

Clerk Treasurer Dianne Kufel spoke of her efforts to competitively bid out the Village Insurances to be sure that we are in-line without major increases. In summary, Eastern Shore has matched last year's rates with a significant decrease in the Workers Comp. component – a savings of approx. \$20,000 for the Village. She continued to speak on how Workers Compensation Insurance overall went up 8.5% across the state; although our Village's "mod-rate" went favorably down by 25%, so overall we absorbed a significant savings here. This is greatly attributed to the Employee Safety Meetings and the Mayor playing an important role with these quarterly meetings and the communication and mitigating of repeat incidents. Dianne continued to state that Brown and Brown provided the Village with the Police Professional and Public Liability portion of the insurance last year and has also come through this year with a favorable rate thus saving the Village approximately 10% from last year. She made mention that our experience rating in all areas overall has proven to be favorable as our exposure has drastically decreased. Total savings combined of all the insurances is \$30,000. Trustee Linnertz made a motion to authorize Eastern Shore/NYMIR to continue coverage for FY 2012/2013 for General Liability/Work. Comp. in the amount of \$158,012.58; and Brown and Brown for the Public Offic. and Police Professional. Insurance in the amount of \$26,730. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

**RESOLUTION # 105-12**

**ACCEPT RESIGNATION OF POLICE CHIEF CONNELLY**

Mayor Atkinson spoke of the fantastic job Chief Connelly did for us and was the right person at the right time to head our Police Department. The Mayor said he was exactly what we needed and thanked him for his services. The Mayor continued to say that Chief Connelly is resigning because he



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did not approve his waiver for retirement. He spoke on his doing his due diligence and looking at the civil service process. He continued to say that there are a lot of good candidates available that don't require a waiver and feels that this is a good management decision to interview. Mayor Atkinson made a motion to accept Chief Connelly's resignation. The motion was seconded by Trustee Ferguson. The motion was unanimously approved.

Mayor Atkinson stated that as of June 1<sup>st</sup>, the Village will need an interim chief; although he is not ready or prepared right now to provide a name. The Mayor continued to explain his request for the authority to appoint an interim chief for a duration of not to exceed 3 months. He further explained that he would make this appointment with the stipulation to this interim Chief that the salary would need to be reviewed and approved at the next Village Board meeting, June 14<sup>th</sup>. Attorney Chatfield explained that all appointments and promotions are the Mayor's choice subject to the Board's confirmation. The Mayor needs to do this before the next meeting. The Mayor will explain to the candidate that the salary will be approved by the Board at the next Board meeting.

**RESOLUTION # 106-12**

**AUTH. OF APPOINTMENT OF INTERIM POLICE CHIEF**

Trustee Linnertz made a motion authorizing the Mayor to appoint an acting Police Chief for a period not to exceed 3 months and let the Board have the opportunity to review his salary (that the Mayor deems appropriate) at the next Board meeting. The motion was seconded by Trustee Butterfield. The motion was unanimously approved.

Mayor Atkinson spoke of his talking to Sheriff Kevin Walsh and he is willing to assist in any way; as well as speaking with many long time experienced Police Chiefs in the area. The Mayor will be working with them and putting together a panel that will assist with the next step. The Mayor was firm with public safety being his number one priority, and there will be no disruption in public safety in the Village of North Syracuse.

**DISCUSSION OF URBAN TREE GRANT**

Amy Franco of CHA spoke of a grant opportunity through the DEC that covers a few different areas of tree maintenance, tree implementation, and endangered species. Amy spoke of the tree inventory that was done in 2009 whereas the Village could build on this. It is possible to add additional trees in the right of way, public walkways, and near sidewalks; increasing the overall tree inventory. This is a reimbursable grant, requiring a 50/50 match, with a maximum award of \$25,000. Amy feels this grant fits nice in the Village with the Tree City designation. Gary Wilmer spoke of looking at a 2 or 3 year project, with a cap of \$15,000, with plantings on Chestnut St. where we have taken out some of the



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older trees over the years. Amy confirmed that the soft costs to facilitate this would be approx. \$2,200. The grant would specify the areas and the type of trees requested. Trustee Butterfield spoke of the Village having plenty of trees at the present time and wonders where we would put more trees. Amy said it has already been identified that 681 could be placed within the right of way and the Village has 1250 spaces for trees. Trustee Linnertz spoke of the Village working hard on installing many new sidewalks, whereas adding new trees with the roots would be defeating this. Deputy Mayor Henry questioned Gary if this would jeopardize our Tree City status and Gary confirmed that this would not jeopardize this. The Board decided to pass on this opportunity.

**ATTORNEY REPORT:** Nothing further to report on 111 Tallowood Court.

**ENGINEERING REPORT:** Amy finally received the survey for Main Street and the 2011 Comm. Development project. She plans to have the specifications available and set the bid date at our next Village Board meeting.

**DEPARTMENT HEAD REPORTS:**

**Highway Department:** No Report

**Parks and Recreation:** Parks Director Teresa Roth reminded of the Family Festival on Saturday, May 26<sup>th</sup> from 11 – 5 PM, the Memorial Day Parade on Monday beginning at 9 AM from Lonergan Park. She continued to speak that the Summer Flyer was distributed to the North Syracuse residents in Sunday's paper – May 20<sup>th</sup>, as well as this is on our Village website. Summer camp sign-up has started already and the pool will be opening in 3 weeks.

**Codes Department:** Codes Enforcement Officer Pam DiCarlo is following up with the overgrown grass on Village properties.

**Clerk Treasurer:** No Report

**DEPUTY MAYOR/TRUSTEES REPORTS:**

**Trustee Butterfield:** Sign Committee has nothing to report; there is still an interest although some participation has dropped off.

**Trustee Linnertz:** As Memorial Day approaches; thanked the Mayor for his service and thanked all for their service. He spoke of this being a perfect opportunity for the Village residents to let the Board know how they would like to shape our Police Department so that we can get the Police Chief that has our vision and move forward with a Police Dept. that we can afford and that will work with the Village's best interest.



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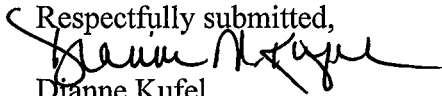
**Trustee Fergerson:** Reminded of June 4<sup>th</sup> for the next Public Safety meeting at 5:00 PM at North Syracuse Fire Dept. – Station 1, all department heads are invited. Trustee Fergerson made mention of the lineup for the dunk tank at the festival and it appears he was the only trustee.

**Deputy Mayor Henry:** Welcomes all to the festival on Saturday, May 26<sup>th</sup>.

**MAYOR'S REPORT:**

Mayor Atkinson confirmed the time for the opening ceremony for the Officials at the festival to be at noon on Saturday, May 26<sup>th</sup>. He also made mention of the flyer and all of the donations and products donated for this festival. He appreciates and thanks all of them and the committee for all of their efforts and businesses partnering; this truly turns out to be a great event. This will be the 7<sup>th</sup> year. Mayor spoke of the Village Center Plan and the next meeting scheduled for Wednesday, May 30<sup>th</sup> at Basil Leaf. It will be interesting to present some ideas and plans and get the businesses participation to come together on an agreement and a vision. The Main Street Grant Application with the streetscapes will be a major component of this. The Main Street Grant Application will be nearing submission by July 31<sup>st</sup>. He also mentioned the review and outbrief of last year's grant submittal and what we need to improve on. We can use this as a tool for our next submittal. Mayor mentioned the construction on the Bear Rd. Extension whereas he spoke with the engineer of the DOT and construction will be completed by Friday, June 1<sup>st</sup> and roads will be all clear for the Memorial Day weekend. Trustee Linnertz also mentioned an upcoming project on culvert repairs just south of the 481 bridge on South Bay Rd; he will bring a map to Village Hall. The Mayor mentioned the Memorial Day Parade on Monday, May 29<sup>th</sup> at 9 AM and an Open House at the VFW from 1 PM to 3 PM. The Mayor mentioned the committees continuing their efforts on the Signage, Village Center Plan, and the Fire/Alarm pricing structure. The Mayor mentioned the Cicero Comm. Festival to be held on Saturday, June 9<sup>th</sup>. He also mentioned the Union negotiations that currently are under way - the Teamsters 1149 (Police) and the CSEA (DPW), whereas their current agreements expire on May 31, 2012. He will have legal review and have the Trustees review. He has a tentative agreement for the Police Teamsters 1149; he is satisfied and reminded all that negotiating is an ongoing project with a little give and take. The Mayor requested that if anyone has any questions to please see him directly. CSEA has had only one meeting and another meeting to follow.

Trustee Butterfield made a motion to adjourn at 5:22 PM. The motion was seconded by Trustee Fergerson. The motion was approved unanimously.

Respectfully submitted,  
  
Dianne Kufel  
Village Clerk – Treasurer