

VILLAGE OF NORTH SYRACUSE REGULAR BOARD MEETING

Thursday, May 26th, 2011 at 4:30 P.M.
North Syracuse Community Center
700 South Bay Road, North Syracuse, NY 13212

AGENDA

1. Call to order
2. Pledge to the Flag
3. Roll Call
4. Minute Approval for May 12th, 2011 Board Meeting
5. Abstract Approval General Fund Abstract #26
6. Budget Transfers
7. Citizens' Voice

OLD BUSINESS:

- a. 2012 Community Development Grant for Main Street Project.
- b. Set a date for bid openings for 2011 Community Development Project
- c. Treasurer update on insurance quotes

NEW BUSINESS:

- a. Approval to hire summer park staff.
- b. Set summer meeting schedule.
- c. ~~Teamsters 317 money owed to village.~~ **RESOLVED**
- d. Last day to register to vote in village elections.

9. Attorney Report
10. Engineer Report
11. Department Head Reports
12. Mayor, Deputy Mayor, and Trustees Report

DIANE M. BROWNING
MAYOR

Adjourn - (to Executive Session if necessary)

The Village of North Syracuse Board of Trustees welcomes your comments during Citizen's voice on matters related to our community. A period of time, not to exceed 30 minutes, is set aside at regular meetings to hear your remarks. Each speaker has one opportunity to address the Board, with a maximum speaking time of three (3) minutes, which cannot be shared or added to other speakers to lengthen their speaking time. As such, up to 10 speakers will have an opportunity to speak to Village issues during this time, and this time only.

VILLAGE OF NORTH SYRACUSE
REGULAR BOARD MEETING

DATE May 26, 2011

PLEASE SIGN IN

NAME

ADDRESS

Paul Kolodzie

218 Herman Dr.

David Robinson

163 SLINDERS

Pat Gustafson

137 Maxwell Ave

Cindy Thompson

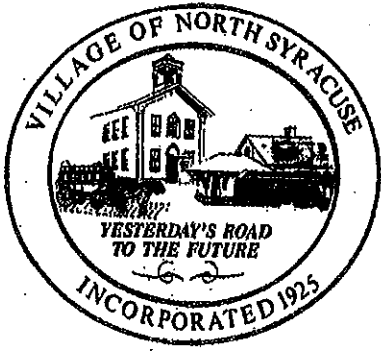
78 Conlidge Rd

Christopher Strong

202 Whitworth Ave.

Michael Masucci

Star Review



**VILLAGE OF NORTH SYRACUSE
BOARD MEETING**

Thursday, May 26th, 2011 at 4:30 P.M.
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Mayor Browning called the meeting to order at 4:30 pm with the Pledge of Allegiance.

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

PERSONNEL PRESENT: Village Clerk Christine Pollock, Village Treasurer Dianne Kufel, Village Attorney Jennifer Granzow, Village Engineering Amy Franco, Police Chief Tom Connelly, DPW Superintendent Gary Wilmer, Assistant Fire Chief Chris Strong, and Parks & Recreation Director Teresa Roth, Code Enforcement Officer Pam DiCarlo was excused.

RESOLUTION 103-11

APPROVAL OF MINUTES:

Deputy Mayor Mark Atkinson made a motion to approve minutes from the May 12th, 2011 Board Meeting. Trustee Fred Ferguson seconded the motion. The motion was carried unanimously.

RESOLUTION 104-11

APPROVE GENERAL ABSTRACT #26:

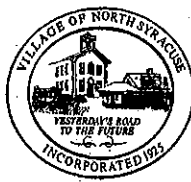
Trustee Fred Ferguson made a motion to approve General Abstract #26 in the amount of \$84,105.45 covering voucher #11423 to #1476. Trustee Chuck Henry seconded the motion. The motion was carried unanimously.

RESOLUTION 105-11

BUDGET TRANSFER #1:

After some discussion as to the purpose and exact amount required for the purchase of new computers, Deputy Mayor Atkinson made a motion to approve budget transfer #1 to show the reduced total transfer amount of \$2,399.00 due to the exact amount quoted in the proposed quote. Treasurer Kufel will eliminate the use of \$1,000 from account A9060.84, and \$199 from account A6772.448 from the original budget transfer to accurately reflect the exact transfer amount of \$2,399. Trustee Ferguson seconded the motion. The motion was carried unanimously.

05/23/11 \$3,600	FROM:	A672.448 – Bus Rental	\$ 600
		A9060.84 – Dental Claims	\$1,000
		A7110.260 – Parks Equipment	\$ 400
		A5110.466 – DPW Training	\$ 600
		A3120.445 – Police Computer Maint.	\$1,000
	TO:	A1620.450 – Computer Maint.	



**VILLAGE OF NORTH SYRACUSE
BOARD MEETING**
Thursday, May 26th, 2011 at 6:30 P.M.

AS AMENDED:

05/23/11	FROM:	A672.448 – Bus Rental	\$ 399
\$2,399		A7110.260 – Parks Equipment	\$ 400
		A5110.466 – DPW Training	\$ 600
		A3120.445 – Police Computer Maint.	\$1,000
	TO:	A1620.450 – Computer Maint.	

Transfer money from the aforementioned accounts to purchase computers for 10 of the vintage computers in Village Hall to reduce IT calls due to computers inability to utilize software and hardware efficiently due to age.

RESOLUTION 106-11

BUDGET TRANSFER #2:

Trustee Butterfield made a motion to approve budget transfer #2 as outlined below; Deputy Mayor Atkinson seconded the motion. The motion was carried unanimously.

05/23/11	FROM:	A140.13 - Village Clerk Recep.	\$568.75
		A3120.445 – Police Comp. Main.	\$568.75
\$1,137.50	TO:	A1620.450 – Computer Maint.	

Transfer money from the Village Clerk's Receptionist Account and from the Police Computer Maintenance account to purchase additional blocks of time from Advanced Network Designs for future computer services.

RESOLUTION 107-11

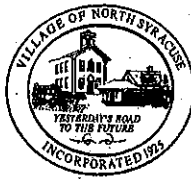
BUDGET TRANSFER #3:

Trustee Fred Ferguson made a motion to approve budget transfer #3 as outlined below; Deputy Mayor Atkinson seconded the motion. The motion was carried unanimously.

05/23/11	FROM:	A2705 – Gifts and Donations	\$995.00
\$995.00	TO:	A8510.410 – Street Flowers	

Transfer money from Revenue Line Item - Gifts and Donations, to purchase to offset the appropriation of the Street Flowers account.

CITIZEN'S VOICE: No one wished to speak.



**VILLAGE OF NORTH SYRACUSE
BOARD MEETING**

Thursday, May 26th, 2011 at 4:30 P.M.

OLD BUSINESS:

RESOLUTION 108-11

2012 MAIN STREET PROJECT GRANT:

Deputy Mayor Atkinson made a motion to allocate \$2,000 for Clough Harbor to continue pursuing our interest in the 2012 Community Development Main Street Project. The motion was seconded by Trustee Ferguson. The motion was carried unanimously.

Mayor Browning said we received confirmation today that the village passed the first step of the 2011 Main Street Project Grant, we will find out in August 2011 if we have been approved.

RESOLUTION 109-11

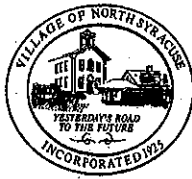
**SET BID OPENING DATE FOR 2011 COMMUNITY
DEVELOPMENT SIDEWALK PROJECT:**

Clough Harbor Engineer Amy Franco advised the Board that the 2011 Community Development Sidewalk Project specs are ready for distribution, and will be provided to the Village Clerk for distribution to all interested parties. She asked the Board to pass a resolution to set the date for public opening of the bids for June 16th at 10:00 am at the Village Hall. Public Notice stating same will be published in the newspaper. Trustee Henry made a motion to approve the date and time for opening bids as outlined by Ms. Franco. Trustee Ferguson seconded the motion. The motion was carried unanimously.

RESOLUTION 110-11

**AUTHORIZATION TO APPROVE INSURANCE
PROVIDERS AS RECOMMENDED:**

Treasurer Kufel explained how it is not a requirement to receive quotes for these insurances under General Municipal Law (GML); it is a professional service and does not need to be quoted/proposals. It is a professional service, as like the Legal and Engineering Services acquired by the Village; it is not a requirement to do a "Request For Proposal" or a "Sealed Bid Package". Although, due to the magnitude and the monetary exposure to the Village, she explained she felt it made good sense to retain another quote to be sure that we were receiving a competitive price for the services and insurances we receive. Treasurer Kufel emphasized the relationship with Eastern Shore Associates, accompanied by their extraordinary staff and training/attendance to safety situations and their education modules/meetings available to the Village/Employees. Brown and Brown (formerly Ladd's Agency) submitted proposals for the General Liability Insurances as well as the Public Officials and Police Professional policies. Brown and Brown supported their proposal from last year, specifically Diamond State Insurance. Treasurer recommended Eastern Shore to retain our General Liability/Auto/Fire/Umbrella policies with a savings impact of approximately \$3,000 from last year; and Brown and Brown



**VILLAGE OF NORTH SYRACUSE
BOARD MEETING**

Thursday, May 26th, 2011 at 4:30 P.M.

retaining the Public Officials and Police Professional policies with a savings of approximately \$3,000 over last year. The overall savings impact is favorable in comparison to the adopted budget for 2011/2012.

Trustee Ferguson made a motion to approve Treasurer Kufel's recommendation of insurance providers for coverage of the Village's General Liability, Umbrella, Automobile, and Workman's Compensation coverage based on her investigation\comparison and experience with all companies researched. Deputy Mayor Atkinson seconded the motion. The motion was carried unanimously. Mayor Browning adding that we are very fortunate to have Dianne Kufel looking into the options available to the village, as it is not required of her.

NEW BUSINESS

RESOLUTION 111-11

**APPROVE HIRING SUMMER STAFF
FOR PARKS & RECREATION :**

Parks & Recreation Director Teresa Roth requested approval from the Board to hire the Summer Staff according to the list and pay rates she provided (list attached). All of these staffers are hired as full time seasonal employees, with the exception of Casey Wilmer, who she requested be classified as a year round employee to cover for Michelle Szymanoksi as needed. Ms. Roth also asked that Connor Bennett's status be retroactive from May 23, 2011. Trustee Ferguson asked Ms. Roth how she arrives at the pay rates. She stated that staffers are given a 25 cent increase per year of service and a 50 cent raise if they are in a supervisory position.

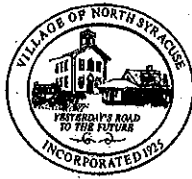
Trustee Butterfield made a motion to authorize hiring the summer staff as presented by Director Roth. Deputy Mayor Mark Atkinson seconded the motion. The motion was carried unanimously.

RESOLUTION 112-11

APPROVE BOARD MEETING SCHEDULE:

The Village Clerk presented the proposed Board Meeting schedule from June through December 2011. All meetings in the summer to be held on the second and fourth Thursday of each month at 4:30; with the exception of the **Annual Meeting which will be held on Tuesday, July 5th at 5:00 pm.** Village business will be limited to the approval of abstracts during the second (2nd) meeting each month in the summer, unless an emergency arises requiring immediate action by the board. Abstract meetings will be held at Village Hall, Department Heads are not required to attend as they are FOR regular board meetings. Once approved, the schedule will be posted on the village website (www.northsyracuse.ny.org).

Trustee Chuck Henry made a motion to approve the schedule as described; Deputy Mayor Atkinson seconded the motion. The motion was carried unanimously.



**VILLAGE OF NORTH SYRACUSE
BOARD MEETING**

Thursday, May 26th, 2011 at 4:30 P.M.

TEAMSTERS 317:

Mayor Browning stated agenda item "c" under New Business regarding Teamsters 317 was resolved.

ATTORNEY & ENGINEERING REPORTS:

Attorney Jennifer Granzow: Nothing to report.

Engineering, Amy Franco: No report.

DEPARTMENT HEAD REPORTS:

Treasurer, Dianne Kufel: No report.

Codes Department, Pam DiCarlo was excused.

Mayor Browning said that Wayne Dean, our Codes Enforcement Officer is out of the hospital and is doing better, but is not yet able to return to work; and our part time Codes officer, Pam DiCarlo who has been filling in for him has been dealing with her husband's recent hospitalization.

Parks & Rec. Director Teresa Roth reported that the Family Festival is this Saturday, May 28th from 11:00 am to 5:00 pm. The Memorial Day Parade will be held on Monday at 9:00 am; lining up at Lonergan Park at 8:30 am traveling north on Main Street to the Veteran's Memorial Park. The Parks and Recreation Summer Flyer is out, Camp registration is going well. She stated that she and DPW Superintendent Gary Wilmer had a meeting with Vera Desimone and Sue Kimmel because power and water will be needed at the School House Museum in order to maintain it. She stated that OCWA said it would cost \$1,200 to tap into the existing water source if it is done within the next 2 – 3 weeks while it is still open and available.

D.P.W. Superintendent Gary Wilmer said he took the Festival banner down so it wouldn't be damaged by the high winds forecasted for our area.

Fire Department: Assistant Chief Chris Strong reported that the Fire Department received a quote for upgrading the boards on the existing boards on the control boards previously installed at Station 1 (quite some time ago) is approximately between \$3,300 to \$3,400, which would allow the current system to be used to add the additional doors needed. The cost for the upgrade to the control board would be Phase I, the installation of additional doors would be in addition to



**VILLAGE OF NORTH SYRACUSE
BOARD MEETING**

Thursday, May 26th, 2011 at 4:30 P.M.

that cost as phase II. The total cost of the upgrade so the Fire Department can share the facility with the public is approximately \$8,000, which includes doors, hardware, and upgrade of the control board. He also stated that the Public Safety Committee is talking about updating infrastructure, and hydrants are needed in some areas. Initially the department planned to install three (3) hydrants every other year; however it's been four (4) years since any hydrants were added or updated. Assistant Chief Strong further stated that he does not feel that all of the Fire Departments concerns regarding the Toll Road Apartment's parking lots ability to support fire trucks and apparatus. He stated that the Fire Department would like something in writing from Ms. Kimmel to that regard. Mr. Strong also expressed the Departments desire to have a talking seat on the Planning Board.

Mayor Browning stated that Village Attorney Jennifer Granzow, prepared a draft of an agreement between the Village and the Fire Department for residents use of their facilities. The Clerk provided each of the Trustees with a copy of the draft, which Mayor Browning asked them to review and prepare to offer any suggestions or changes before it is presented to the Fire Department.

North Syracuse Police Chief Tom Connelly stated the E-Policing site is up and running. The North Syracuse Police Department is calling the informative subscription "The Village Beat". They will provide tips and reports of arrests to all subscribers on a regular basis. He sent out a quick post today letting everyone know that if they are wearing a helmet while biking they will receive a "ticket" good for a free ice-cream cone at Plank Road Ice-Cream.

Deputy Mayor & Trustee Reports:

Deputy Mayor Atkinson wanted to compliment the Chief on the Village Beat and said he feels it will be a very good tool for interacting with residents in a positive manner. He also asked Teresa Roth whether the water in the dunk tank is heated this year.

Trustee Ferguson reported that the next Public Safety Committee meeting will be held on June 6th at 4 pm in the small room downstairs. He also congratulated the Chief on a job well done with the Village Beat, and confirmed he received his email about the free ice-cream. He wanted everyone to make sure they are at the Festival dunk tank at 2:30 pm NOT 3:30 pm to take their best shots (Deputy Mayor Atkinson is scheduled at 2:30, Trustee Ferguson at 3:30).

Trustee Henry said he is really looking forward to attending the Festival this year with lots of quarters and a good arm.

Trustee Butterfield said he likes the e-policing and feels it is a good way to keep in touch for our community.



**VILLAGE OF NORTH SYRACUSE
BOARD MEETING**
Thursday, May 26th, 2011 at 4:30 P.M.

Mayor Browning asked for a motion to adjourn to Executive Session to discuss a personnel matter. Trustee Gary Butterfield made the motion at 5:04 pm; Trustee Chuck Henry seconded the motion.

The Board returned from Executive session at 5:29, at which time Mayor Browning called the regular session back to order.

RESOLUTION 113-11

211 WAIVER FOR CHIEF CONNELLY:

Deputy Mayor Atkinson made a motion to authorize the Mayor to begin the process for the 211 Waiver for Chief Tom Connelly; Trustee Chuck Henry seconded the motion. The motion was carried unanimously.

RESOLUTION 114-11

**RESCIND APPROVAL OF BUDGET
TRANSFER #1 (Resolution 105-11):**

Deputy Mayor Atkinson made a motion to rescind the Board's earlier decision to approve Budget Transfer #1; Resolution 105-11. Trustee Ferguson seconded the motion. The motion was carried unanimously.

Trustee Butterfield made a motion to adjourn at 5:32 pm, Trustee Henry seconded the motion. The motion was carried unanimously.

Respectfully Submitted,

Christine Pollock
Village Clerk

Attachments: Board Meeting Schedule
Summer Staff Employees



**VILLAGE OF NORTH SYRACUSE
BOARD MEETING**

Thursday, May 26th, 2011 at 6:30 P.M.

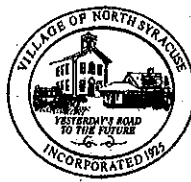
2011 Board Meeting Schedule

Approved 05/26/2011 - Resolution #112-11

The 2011 Annual Meeting will be held on Tuesday, July 5th at 5:00 pm.

Meetings are held on the 2nd and 4th Thursday of each month (unless otherwise noted) at the North Syracuse Community Center, 700 South Bay Road, Upstairs. (elevator is available)*

Thursday	June 9 th	@ 4:30 pm	Community Center - Upstairs
*Thursday	June 23 rd	@ 4:30 pm	*Village Hall – Abstract Meeting
*Tuesday	July 5 th Annual Mtg.	@ 5:00 pm	Community Center - Upstairs
Thursday	July 14 th	@ 4:30 pm	Community Center - Upstairs
*Thursday	July 28 th	@ 4:30 pm	*Village Hall – Abstract Meeting
Thursday	August 11 th	@ 4:30 pm	Community Center - Upstairs
*Thursday	August 25 th	@ 4:30 pm	*Village Hall – Abstract Meeting
Thursday	September 8 th	@ 6:30 pm	Community Center - Upstairs
Thursday	September 22 nd	@ 4:30 pm	Community Center - Upstairs
Thursday	October 13 th	@ 6:30 pm	Community Center - Upstairs
Thursday	October 27 th	@ 4:30 pm	Community Center - Upstairs
Thursday	November 10 th	@ 6:30 pm	Community Center - Upstairs
*Tuesday	November 22 nd	@ 4:30 pm	Community Center - Upstairs
Thursday	December 8 th	@ 6:30 pm	Community Center - Upstairs
Thursday	December 22 nd	@ 4:30 pm	Community Center - Upstairs



**VILLAGE OF NORTH SYRACUSE
BOARD MEETING**
Thursday, May 26th, 2011 at 4:30 P.M.

2011 Parks Staff

As approved on 05/26/11 - Resolution 111-11

Pool

Name	Position	2010 Pay Rate	2011 Pay Rate
Michal Lepore	Swim Facility Manager		\$10/hr
Alexa Olson	Asst. Swim Facility Manager		\$10/hr
Kelly Boyle	Lifeguard	\$8.60/hr	\$8.85/hr
David Campbell	Instructor Lifeguard	\$9.60/hr	\$9.60/hr
Josh Desimone	Lifeguard	\$8.10/hr	\$8.25/hr
Lauren Festa	Lifeguard	\$7.75/hr	\$8.00/hr
John Lewis	Lifeguard	\$8.00/hr	\$8.25/hr
Sean Cooley	Lifeguard		\$7.75/hr

Summer Camp

Name	Position	2010 Pay Rate	2011 Pay Rate
Dominic Anthony	Recreation Leader	\$8.75/hr	\$9/hr
Kate Buonocore	Recreation Leader	\$8.35/hr	\$8.60/hr
Katherine Carr	Recreation Activity Specialist	\$9.00/hr	\$9.25/hr
Laura Lee Dean	Recreation Aide	\$8.40/hr	\$8.65/hr
Luke Dennis	Recreation Aide	\$7.75/hr	\$7.75/hr
Kristine Gauthier	Recreation Activity Specialist	\$7.85/hr	\$8.10/hr
Aryle Goss	Recreation Aide	\$7.85/hr	\$8.10/hr
Sarah Mercer	Recreation Aide	\$8.10/hr	\$8.35/hr
Conor Bennett	Recreation Aide		\$7.75/hr
Caitlin Smith	Recreation Aide	\$7.85/hr	\$8.10/hr
Justin Stewart	Recreation Activity Specialist	\$9.10/hr	\$9.35/hr
Jamie Jaquay	Recreation Aide		\$7.75/hr
Trevor Gowen	Parks Laborer	\$8.75/hr	\$9.00/hr
Michelle Szymanoski	Recreation Attendant	\$9.50/hr	\$9.75/hr