

## **VILLAGE OF NORTH SYRACUSE**

### ***Regular Board Meeting***

Thursday, June 23<sup>rd</sup>, 2022 @ 4:30 PM

**North Syracuse Community Center**

600 South Bay Road, North Syracuse, NY

***Facebook Livestreamed, audio problems***

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, Trustee LouAnn St. Germain, Trustee Chris Strong, and Dep. Mayor Gustafson.

**Personnel Present:** Village Clerk/Treasurer Dianne Kufel, CEO Brian Johnstone, DPW Superintendent Ed Ware, Fire Chief Patrick Brennan, Parks Director Tony Burkinshaw, Police Chief William Becker, Village Engineer Amy Franco and Village Attorney Robert Germain.

**Personnel Absent:** Trustee Fred Wilmer (Excused).

**Business of the Month:** The Mayor invited the Dan Welch of Welch's Jewelers to come forward and presented the Certificate of Acknowledgement to Dan and Luz from Welch's Jewelers and congratulated them on being Business of the Month. He asked if he would give us a little history of Welch's Jewelers. Dan Welch stated they purchased the 513 S. Main St., which is their 2<sup>nd</sup> location, in a very prosperous zone on Rt. 11 with all the traffic. He continued they have grown exponentially; the Village has been very good to us and we are very grateful, it has allowed us to grow at a nice pace over the 25 yrs. He shared they feel like they are cemented into the Community now and they appreciate this very much.

### **RESOLUTION # 138-22**

### **APPROVAL OF BOARD MEETING MINUTES-JUNE 9<sup>TH</sup>, 2022**

Dep Mayor Gustafson made a motion to approve the minutes (Facebook Livestreamed) from the June 9<sup>th</sup>, 2022, Board Meeting. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

### **RESOLUTION # 139-22**

### **GENERAL FUND OLD BUDGET ABSTRACT APPROVAL**

Trustee Strong made a motion to approve General Fund Old Budget Abstract #28 in the amount of \$142,635.51 covering voucher #1936 thru #1975. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

### **RESOLUTION # 140-22**

### **GENERAL FUND NEW BUDGET ABSTRACT APPROVAL**

Trustee St. Germain made a motion to approve General Fund New Budget Abstract #2 in the amount



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of \$97,119.28 covering voucher #31 thru #93. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**OLD BUSINESS:**

**TREE BOARD: BOARD VISITED AND RESOLUTION FOR 218 FERGERSON PARK**

The Mayor stated the Board was given a letter and information about a tree on 218 Ferguson Park, we encouraged the Board members to go over and take a look at tree. Much discussion took place back and forth regarding: The survey of the road does not match the actual road, tree appeared to be in Right-of-way, but is obviously on owner's property, is not leaning toward Ferguson Park Dr., and DPW did not get a chance to go and measure with the measurements provided off his house. More to follow, no action at this time.

**CHARGING STATION: BOARD TO AGREE TO CHARGE; AND WHAT FEE-BASED ON SURROUNDING AREAS**

The Mayor stated the next item on the agenda is the Charging Station, at the last meeting the Board agreed to charge for our charging station. He continued we have a Duplex Charging Station; it is getting quite a bit of use. He added when we put it in, we recognized a lot of places were not charging anything, it did not get a lot of use at first, but now we are getting quite a bit of use. Much discussion went back and forth regarding: How much to charge, Maintenance Agreement costs, upgrade of software costs, and any other costs they will incur; they are not looking to make profit, just break even. CEO Johnstone will check to see if there are invoicing fees, and any other fees they will be charging for. The Mayor suggested researching this and voting at the next mtg.

**RESOLUTION #141-22**

**DISCUSS/APPROVE SPECIFICATIONS: VILLAGE HALL AND SET THE BID  
OPENING DATE 7/13/2022-2:00 PM**

Trustee Strong made a motion to approve the specs for Village Hall and authorize this to go out to bid. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**NEW BUSINESS:**

**PROCLAMATION: PRESENT A PROCLAMATION TO VILLAGE RESIDENT-VERA DESIMONE**

The Mayor stated the next item is to present a proclamation to Village Resident-Vera Desimone. He



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invited Vera Desimone to come forward while he read the proclamation stating June 23, 2022 was designated as Vera Desimone Day in honor of her 90<sup>th</sup> birthday (See Attachment A). He thanked her and congratulated her.

Vera Desimone thanked the Mayor especially, and the rest of you. She stated she has done a lot of volunteer work, but you have made it easy for me. She continued she does enjoy it and she wanted to mention that she hoped to continue for a while, she does not know how long, but Parks Dir. Burkinshaw is worried. She added Parks Dir. Burkinshaw did a great job on the Festival this yr. for being his 1<sup>st</sup> yr. and she has to commend him and the rest of you. DPW Sup't Ware is doing a beautiful job on the lawns, and picking up the trash. She stated she is very, very proud of being a North Syracusan for 90 yrs.

**RESOLUTION # 142-22**      **EASEMENT AGREEMENT: 413 PLEASANT AVE-PARTICULARLY THE FENCING**

Trustee Strong made a motion to authorize the Mayor to sign the Easement Agreement for 413 Pleasant Ave., particularly the fencing. The motion was seconded by Dep. Mayor Gustafson. Dep. Mayor Gustafson clarified that this a fence that has already been there, that is for the safety of a child with disabilities, she wanted to make sure that she understood that. The Mayor stated yes, basically what happens if we need to go in there to do work, we have authorization to deal with the fence; put it back in original condition, but we have the right to go on the property. Atty. Germain stated yes. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION # 143-22**      **DISCUSS/APPROVE THE NSCSD FUEL AND WASH AGREEMENT:**  
**JULY 1, 2022-JULY 31, 2023**

Trustee Strong made a motion to authorize the Mayor to sign NSCSD Fuel and Wash Agreement 07/01/2022-07/31/2023. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION # 144-22**      **DISCUSS/APPROVE THE NSCSD BURNELL PARKWAY AGREEMENT:**  
**JULY 1, 2022-JULY 31, 2023**

Dep. Mayor Gustafson made a motion to authorize the Mayor to sign NSCSD Burnell Parkway Agreement 07/01/2022-07/31/2023. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION # 145-22**      **DISCUSS/APPROVE THE PLACEMENT OF UNITED STATES SPACE**  
**FORCE FLAG AT VET'S MEMORIAL PARK**



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Dep. Mayor Gustafson made a motion to discuss the Placement of United States Space Force Flag. The motion was seconded by Trustee Strong. Much discussion went back and forth regarding: United States Space Force being a department/division of a branch already honored and not wanting to put flags up for divisions for everybody; wanting it to stay looking nice. Some felt it was an independent Military branch with its own funding and own line items and the flag should be added to honor the 6<sup>th</sup> Military Branch. The motion was approved: St. Germain, Strong and Butterfield voting in favor. Gustafson Opposed.

**RESOLUTION #146-22**

**DISCUSS/APPROVE NEW POSITION DUTY STATEMENT:  
MECHANIC/MAINTENANCE WORKER**

Trustee Strong made a motion to approve the Mechanic/Maintenance Worker Position Duty Statement to be added to the rooster. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION #147-22**

**DISCUSS/APPROVE ADDITIONAL STAFF PERSON FOR  
SUMMER CAMP: S. MARTINEX**

Dep. Mayor Gustafson made a motion to authorize the hiring of Samantha Martinex as a Seasonal Recreation Aide at Lonergan Park at \$13.20/hr. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION #148-22**

**DISCUSS/AUTHORIZE CHA TO PREPARE PRELIMINARY  
LAYOUT FOR GAZEBO**

Dep. Mayor Gustafson made a motion to authorize CHA to come up with a preliminary, simple plan for a gazebo, maybe a Google Earth. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

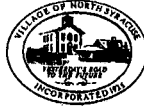
**RESOLUTION #149-22**

**DISCUSS/APPROVE SPECIFICATIONS FOR THE COMMUNITY CENTER**

Trustee Strong made a motion to approve to approve the RFP for the Specifications for the Comm. Ctr. for the floor and other work downstairs (2021 Comm. Dev.). The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION #150-22**

**AUTHORIZE THE MAYOR TO SIGN LEASE AGREEMENT WITH  
SOLVAY BANK FOR THE LEAFER**



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Dep. Mayor Gustafson made a motion to authorize the Mayor to sign the Lease Agreement over 3 yrs. with Solvay Bank for Leafer. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION #151-22**

**AUTHORIZE CLERK TREASURER TO CLOSE THE BOOKS MAKING  
ADJUSTING JOURNAL ENTRIES**

Trustee St. Germain made a motion to authorize the Clerk Treasurer to Make Adjusting Entries to Close the Books. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION #152-22**

**RESCIND SURPLUS ITEMS FROM APRIL 14<sup>TH</sup>, 2022**

Dep. Mayor Gustafson made a motion to rescind the motion from 4/14/2022 to surplus the following for the Fire Dept.: (5) 5-inch supply line, (4) pair firefighting pants, (2) firefighting coats, (5) firefighting boots. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION #153-22**

**DISCUSS/APPROVE SPECIFICATIONS FOR DPW ROOF/SET THE BID DATE**

Dep. Mayor Gustafson made a motion to approve the Specifications for DPW Roof and Set Bid Date for 7/27/22 at 2:00 PM pending Atty. review and approval. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION #154-22**

**APPROVE THE APPOINTMENT OF NORTH SYR. VOLUNTEER FIREFIGHTER**

Trustee Strong made a motion to approve the appointment of North Syr. Vol. Firefighter Thomas Andrew as a junior firefighter. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**RESOLUTION #155-22**

**DISCUSS BRYANT & STRATTON INTERNSHIP TO ADDITIONALLY INCLUDE  
PART-TIME SEASONAL WORK AT DPW**

Dep. Mayor Gustafson made a motion to approve the appointment to hire Jason Kunai as Seasonal Part-time for DPW at \$18/hr. The motion was seconded by Trustee Strong. Dep. Mayor Gustafson asked how many hours do you consider Part-time. Village Clerk-Treasurer Kufel stated he can do up to 20 hrs., but it seems like the guys that mow the lawn, it depends on how fast they go; it seems like sometimes they only need to do 15 hrs. a wk., she does not know, that is his call. The Mayor asked how many hours of



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internship. Village Clerk-Treasurer Kufel continued he has got to do 90 hrs. with her. The Mayor spoke of him doing the 90 hrs. with her and working with DPW Sup't Ware and then continue on. Village Clerk-Treasurer Kufel added he could do 3 to 4 hrs. a day for her, or he could do 2 days with her and do the rest, whatever he wants. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same.

**CITIZENS' VOICE:** The Mayor invited anyone that would like to share concerns or thoughts via Facebook to address the Board.

The Mayor asked if anyone would like to speak and closed Citizen's Voice.

**ATTORNEY REPORT:** (Robert Germain): No Report.

**ENGINEER REPORT:** (Amy Franco): She stated the following:

- Having met with: Dep. Mayor Gustafson, DPW Sup't Ware, the Mayor briefly at the Van Mara/Grove/Sidewalk Crosswalk Project: Suggested doing RFP of the project, see how numbers come in, if they are at a Village threshold; we could kind of work with someone, that way if DPW get a chance they can do work, and spoke of maybe August
- Spoke of DPW Sup't Ware stating they are doing some paving repair there, so maybe that section could be asphalt to repair as well since they are already out there, instead of having to form and do concrete
- RFP Approve next Mtg for Crosswalk, see where bids are coming in 7/28/22

**DEPARTMENT HEAD REPORTS:**

**Police Department: (Police Chief William Becker):** He stated the following:

- So far for June: 630 Total Calls for service, 265 Property Checks, 15 Domestic, 19 Motor Vehicle Accidents, 64 Traffic Stops, 68 Traffic tickets, 20 Criminal Arrests

**Fire Department: (Fire Chief Patrick Brennan):** He stated the following:

- Thank DPW for assistance on maintenance for some of the vehicles
- Fire Dept. very busy, things picking up for the summer and car accidents
- Add'l training that we have been doing
- Fire Chief's going out for inspection on the new engine, parts have been expedited, looking to take delivery in August or September 2022
- Village Clerk-Treasurer will start working on financing for that; information will be provided as he gets it



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**Public Works Department: (DPW Sup't.: Ed Ware):** He stated the following:

- Finished up brush
- Working on repairing some storm drains, clearing out, trying to get water to move easier

**Parks and Recreation Department: (Parks Director: Anthony Burkinshaw):** He stated the following:

- Pool officially opened, over 300 day passes so far since June 1<sup>st</sup>
- Summer Camp is full with approval of add'l staff
- Completed 1<sup>st</sup> in person AARP class and are looking for 5 dates in August
- Concerts in full swing, had Jazz Ensemble last wk. and Band tonight, pretty much ready to go for the summer

**Codes Department: (CEO: Brian Johnstone):** He stated the following:

- Codes Office is very busy
- Does not have a Codes Clerk for next 5 wks. after this wk., she is recuperating; everything went well for those who have not talked to her

**Clerk-Treasurer: (Village Clerk-Treasurer Kufel):** She stated the following:

- 2013 Server at Vlg. Hall: Not renewing our Cyber Security Coverage with 60-day delay, due to inefficiency with certain security updates, and stuff; she will be forthcoming with a recommendation for a new server around \$10,000

**DEPUTY MAYOR-TRUSTEES REPORT:**

**Trustee St. Germain:** No Report.

**Trustee Strong:** He stated the following:

- In process of interviewing for opening for Part-time Police Officer, had some candidates last wk. and still someone on the docket
- Good news, 2 potential Ethics Comm. Members, have to do follow up conversation to verify they are interested, asked if expectation is quarterly mtgs; that was not discussed. Atty. Germain stated have to have at least 1 per yr., theory is it is a resource, so if Board or Employee wise needs guidance/assistance then they can go to the Board. The Mayor clarified the intent is an as needed basis, at least 1 meeting/yr. Atty. Germain continued he usually provides training to those Boards if they are interested in that.
- A lot of rain in short period of time, Centerville was as bad, 2 cars stalled out, other residential driveways had a lot of water; perhaps need milling, paving, rather than topcoat
  - DPW Sup't Ware stated he met with Christy Harris re: Storm drain at Centerville,





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she mapped out, getting bottle neck there; she still working on that

- Last wk. NYS Fire Chief Show, some vendors brought up topic: Station II - Stakes at that building being mapped out, would like an update: How close are we and where we are on the plan

**Trustee Wilmer:** No Report (Absent).

**Dep. Mayor Gustafson:** She stated the following:


- Thanked Mrs. Franco getting things going on the Crosswalk and for DPW Sup't Ware and the Mayor for meeting us

**MAYOR'S REPORT:**

Regarding Station 2 - he saw stakes over there, we have not authorized anybody to do anything; he knows Mail Transport guy on South Bay has vehicles over there. He has asked Atty. Germain to check into a question about the actual ownership of the property, of the land; it was 2 pieces combined into 1. He continued 1.) We are working to make sure that the property that the building is in, is on our land, and 2.) Requiring the property next door to Station 1; that is all that is in the works right now. He added the Ethics Committee, we are getting close to having enough members to open that up. He stated there was an Update from NYCOM who was here in CNY on June 8<sup>th</sup>, and 9<sup>th</sup>, and held a seminar on Code Vacant Buildings: A lot of good information, CEO Johnstone attended Thursday, and he attended Wednesday and Thursday. He stated they are still trying to filter all of that. He continued our website has all of the materials posted that we have for anybody that is watching. He added the flower pots that we ordered should be here pretty soon, and where we took the trees out on Rt. 11, we will be putting large pots there. He stated that should look good, he has seen some in other municipalities, that look really nice. He continued that the generator here has been installed, it is smaller, it is automatic; so, nobody has to come over and fire it up like they used to. He thanked all the Dept. Heads, it was a rainy Thursday, and on the drive to the party; we drove through here and made it through, but we were going slow. He added he had seen that full before, but had not seen water in the retention pond before.

Dep. Mayor Gustafson made a motion to adjourn at 5:22 PM. The motion was seconded by Trustee Strong. The motion was approved: Strong, Wilmer, and Gustafson, all voting in favor of the same.

Respectfully submitted,

  
Dianne M. Kufel  
Village Clerk-Treasurer



VILLAGE OF NORTH SYRACUSE

REGULAR BOARD MEETING

DATE: 6/23/22

PLEASE SIGN IN

NAME

Pat Ferguson

KEN RYAN

ADDRESS

304 Belmont Dr. - N. Syracuse NY

215 S. Main St. W. Syracuse NY 13212-3100

300 DECORNE TR. N. Syracuse

211 HERMAN DR





# PROCLAMATION

**WHEREAS**, Vera Desimone has been a resident of the Village of North Syracuse her entire life; and

**WHEREAS**, she retired in 1997 from the North Syracuse Central School District; and

**WHEREAS**, a few of her accomplishments include Folk Group at St. Rose for 25 years, 50 year+ Member of Bishop Curley Columbiettes, Time Capsule creator in the Children's Room Library to open in 2050; and

**WHEREAS**, she was the President of the Plank Road Historical Society; and

**WHEREAS**, she has been a member of the Village of North Syracuse Planning Board since the beginning of 2008; and

**WHEREAS**, she has volunteered and helped at numerous events include Family Festival, Halloween Costume Event, Arbor Day, Earth Day, Holiday Parades, Retirement and Benefit Parties; and

**WHEREAS**, she continues to help the Village with whatever is needed in ongoing volunteer efforts with a commitment to our community, she is one remarkable, commendable woman;

**NOW, THEREFORE**, we deem it an honor to designate June 23rd Vera Desimone Day in the Village of North Syracuse in thanks for your invaluable volunteer service and send sincere congratulations and best wishes on this happy occasion.



*Given under my hand and seal  
of the Village of North Syracuse  
this 23rd day of June 2022.*

*Gary Butterfield*  
\_\_\_\_\_  
Gary E. Butterfield, Mayor