

VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Tuesday, November 22nd, 2022 @ 4:30 PM

North Syracuse Community Center

600 South Bay Road, North Syracuse, NY

Facebook Livestreamed

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, Trustee Fred Wilmer, and Dep. Mayor Gustafson.

Personnel Present: Village Clerk/Treasurer Dianne Kufel, DPW Superintendent Ed Ware, Fire Chief Patrick Brennan, Parks Director Tony Burkinshaw, Fire Chief William Becker, and Village Engineer Amy Franco.

Personnel Absent: Codes Enf. Officer (Vacant), and Village Attorney Robert Germain.

Business of the Month: The Mayor stated we have already given out the Certificate to Encore Salon for Business of the month as they could not be here. He continued they stated they are just so busy right now and shorthanded, that they were not going to be able to make it.

MINUTE APPROVAL

The Mayor stated Minute Approval, and these are delayed as staffing, and employees; are using their time off, so we will wait for the next meeting.

RESOLUTION # 250-22

GENERAL FUND ABSTRACT APPROVAL

Dep. Mayor Gustafson made a motion to approve General Fund Abstract #13 in the amount of \$525,126.89 covering voucher #756 thru #836. The motion was seconded by Trustee Wilmer. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

RESOLUTION # 251-22

COMMUNITY DEV. FUND ABSTRACT APPROVAL

Trustee Wilmer made a motion to approve Community Dev. Fund Abstract #13 in the amount of \$2,024.22 covering voucher #3. The motion was seconded by Dep. Mayor Gustafson. The Mayor stated this is 100% of the contract and we are still holding 10% retainage. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

OLD BUSINESS:



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NORTH SYRACUSE HOUSING AUTHORITY: OVERVIEW/CURRENT STATUS/AUDITORS/HUD

The Mayor stated next on the agenda is North Syracuse Housing Authority: Overview/Current Status/Auditors/ Hud: As we have been aware, we were informed in a few different meetings that there were some issues, some deficiencies and he is here to get an update from Bob Weismore, Exec. Dir. The Mayor continued the North Syracuse Housing, is not part of the Village of North Syracuse. He added, but we do sponsor it, so; if anything happens, we get included and there were some issues we became of aware of. Mr. Weismore discussed: Work experience, HUD coming next week, audit with Bonadio; where they have gotten so far and the gap of time, they need to fill in. Program cannot work remotely as with Covid, HUD changing constantly, so cannot get behind. He will provide a list of identified items from the audit to the Board and report back at the next meeting Board meeting after they meet with HUD. The Mayor stated we, they did not really know much nor did he, you are a separate organization from the Vlg. He continued based on what he had heard, we are breathing easier now, and not in danger of; it was bad. He continued we are going to get this all straightened out.

RE-EVALUATE 215 HERMAN DRIVE-TRIM TREE/REMOVE

The Mayor stated the next item on the agenda is to re-evaluate 215 Herman Drive: Discussion went back and forth regarding: DPW Sup't. Ware did measure, it is 5' within the right-of-way, it is far enough away from the intersection; that he does not see it hindering traffic. Ken Ryan spoke with Spectrum, and they will come back in the spring and fix the lawn. The Mayor shared from his thoughts this is the Tree Board, and if the tree is a danger, we deal with it; but he does not see that this tree is a danger. If there is no resolve in the future with the same tree that we have identified, we could assist the homeowner with making that call.

NEW BUSINESS:

RESOLUTION # 252-22

**FORMAL RESOLUTION FOR TAP 2022-GRANT-PEDESTRIAN/
SIDEWALKS THROUGHOUT THE VILLAGE**

Authorizing the implementation, and funding in the first instance 100% of the federal-aid and State "Marchiselli" Program-aid eligible costs, of a transportation federal-aid project, and appropriating funds therefore.

WHEREAS, a Project for the TAP 2022 Pedestrian Improvements, Village of North Syracuse P.I.N. 395081 (the Project") is eligible for funding under Title 23 U.S. Code, as amended, that calls for the apportionment of the costs such program to be borne at the ratio of 80% Federal funds and 20 % non-federal funds; and



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WHEREAS, the Village of North Syracuse desires to advance the Project by making a commitment of 100% of the non-federal share of the costs of Engineering, ROW and Construction.

NOW, THEREFORE, the Village of North Syracuse Board, duly convened does hereby

RESOLVE, that the Village of North Syracuse Board hereby approves the above-subject project; and it is hereby further

RESOLVED, that the Village of North Syracuse Board hereby authorizes the Mayor of the Village of North Syracuse to pay in the first instance 100% of the federal and non-federal share of the cost of Engineering, ROW and Construction work for the Project or portions thereof; and it is further

RESOLVED, that the sum of \$1,558,200 is hereby appropriated from the General Fund and made available to cover the cost of participation in the above phase of the Project; and it is further

RESOLVED, that in the event the full federal and non-federal share costs of the project exceeds the amount appropriated above, the Village of North Syracuse Board shall convene as soon as possible to appropriate said excess amount immediately upon the notification by the Board thereof, and it is further

RESOLVED, that the Mayor of the Village of North Syracuse be and is hereby authorized to execute all necessary Agreements, certifications or reimbursements requests for Federal Aid and/or Marchiselli Aid on behalf of the Village of North Syracuse with the New York State Department of Transportation in connection with the advancement or approval of the Project and providing for the administration of the Project and the municipality's first instance funding of project costs and permanent funding of the local share for federal-aid and state-aid eligible Project costs and all Project costs within appropriations therefore that are not so eligible, and it is further

RESOLVED, that a certified copy of this resolution be filed with the New York State Commissioner of Transportation by attaching it to any necessary Agreement in connection with the Project, and it is further

RESOLVED, this Resolution shall take effect immediately.

Trustee Wilmer made a motion authorizing this project Formal Resolution for TAP 2022 Grant for Pedestrian/Sidewalks Throughout the Village with project total of \$1,558,200, Village share 20% or \$311,640 over 2-3 Budget cycles. The motion was seconded by Trustee Strong. The motion was



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approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

RESOLUTION # 253-22

**ASBESTOS PROPOSAL-COMM. CTR.-700 S. BAY RD.-UPSTAIRS/
DOWNSTAIRS-REQUIRED BY COMM. DEV.**

Trustee Wilmer made a motion to approve an Asbestos Proposal for the Comm. Ctr., 700 S. Bay Rd., for upstairs and downstairs required by Comm. Dev. from A2Z Environmental, not to exceed \$3,500. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

RESOLUTION # 254-22

REVIEW/APPROVE BOARD MTG. SCHEDULE 2023

Dep. Mayor Gustafson made a motion to approve Board Mtg. Schedule 2023. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same. See Exhibit "A".

RESOLUTION # 255-22

REVIEW/APPROVE PLANNING COMM. MTG. SCHEDULE 2023

Trustee Strong made a motion to approve Planning Comm. Mtg. Schedule for 2023. The motion was seconded by Trustee St. Germain. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same. See Exhibit "B".

RESOLUTION # 256-22

REVIEW/APPROVE ZONING BOARD OF APPEALS MTG. SCHEDULE 2023

Trustee St. Germain made a motion to approve the Zoning Board of Appeals Mtg. Schedule for 2023. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same. See Exhibit "C".

RESOLUTION # 257-22

**REVIEW/DISCUSS/APPROVE VILLAGE OFFICE RENOVATIONS-
CHANGE ORDER #4**

Dep. Mayor Gustafson made a motion to approve Village Office Renovations Change Order #4 for \$1,117.05. The motion was seconded by Trustee Strong. The motion was approved: St. Germain, Strong, and Gustafson, all voting in favor of the same. Opposed: Wilmer.

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



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Pat Fergerson of 215 S. Main St. spoke of caravan recognizing people driving drunk, she was pleased to see both Police and NAVAC participating. She thanked the Board for letting them bring in Mr. Weismore in, so you could catch the update; we will keep you in the loop.

Ken Ryan of 211 Herman Dr. spoke of the tree, wires coming out of the ground with leaf season. He asked who was handling court issues with Codes Enforcement Officer Johnstone's gone.

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

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

ENGINEER REPORT: (Amy Franco): No Report.

DEPARTMENT HEAD REPORTS:

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

- Special Orders completed for Parade and Tree lighting; email for barrier locations sent

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

- Confirmed Santa, he is looking good and will be there Dec. 4th; Fire Dept. will be there
- Stop Work Order at 444 S. Main St.:
 - Roadway
 - Fire Suppression, need second hydrant; permission granted to build 2nd bldg., Fire Dept. not putting Fire Dept./apparatus in jeopardy, road in there not conducive for firefighting operations and we do not have adequate water
- Discussed bringing Hunter, OCC Bunk-in back on payroll at \$17.00/hr.
- Delay until Monday, delivery of new engine to get actual number, and allow time to get financing in place; have official dedication of it very soon

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

- Just about through the heaviest part of the Leaf Pickup
- All Christmas decorations up on Rt.11, Centerville, 2 light poles out; reached out to Nat'l Grid
- Ready for winter, got all of the equipment out, and have tested it out

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

- Thanked DPW, all new LED lights up on the tree this yr.



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- Parade: Sunday, December 4th at 4:30 PM at Gathering Place, Parade starts at 5:00 PM, following is the Tree Lighting, Vendors downstairs for Holiday Crafts, and Santa
- Started 501C3: Vlg. Friends of No. Syracuse with Pat Fergerson's help, raised over \$500 to go toward supplies for hot chocolate and things like that for Parade and Tree Lighting

Codes Department: (CEO: Brian Johnstone): No Report.

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

- Finalized SAM Grant (System Award Management)
- Inundated with FOIL requests for: Property information, violations, Code issues; Mrs. Fuller has written letters to delay, because does not have Codes Officer to respond to those
- Placed Camera at back entrance, so can see who is coming thru back door
- Deadlines against: SAM Grant, AUD working on 2 yrs., requirements for 1099 and W-2's

DEPUTY MAYOR-TRUSTEES REPORT:

Trustee St. Germain: She stated the following:

- Thanked DPW for picking up all the leaves and salting with huge plow, good for morning
- Wished everyone a Happy Thanksgiving

Trustee Strong: No Report.

Trustee Wilmer: No Report.

Dep. Mayor Gustafson: No Report.

MAYOR'S REPORT:

He stated Mrs. Weed is filling in our Codes Dept., although she is on vacation this week, and Mrs. Fuller is on vacation this week; but we are making due. He continued Wade from NYCOM came to Mayor's Mtg., some interesting topics, discussed Micron and impact. He added Wade is hopeful about getting more AIM funding, but has stated same past 14 yrs. He shared there is a housing boom going to happen, not enough Codes Officers to man the positions, there are vacancies in several municipalities; he asked what we are going to do, not enough now and they do not give tests. He corrected an error about Gary's Auto, after hit paper, rec'd call stating he was not closing; he will still be around. He stated Village Hall is still under construction, partitions inside so will be able to see how it looks, will be much nicer. He shared we did get official approval for the pavilion and add'l work here we will be able to do. He and



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Mrs. Franco are filling out paperwork, rec'd grant for \$125,000 for pavilion and other work. He continued we were told unofficially that we are going to get the grant for Kennedy Pk., because we need to make changes due to struggles, we did not have 2 or 3 yrs. ago, need to make some changes how we enter/get out of pool, etc. He wished everybody a nice holiday season.

The Mayor entertained a motion to go into executive session to discuss personnel issue.

Dep. Mayor Gustafson made a motion to enter into **Executive Session** at 5:12 P.M. The motion was seconded by Trustee Wilmer. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

Trustee Wilmer made a motion to return to **Regular Session** at 6:02 P.M. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting favor of the same.

Dep. Mayor Gustafson made a motion to adjourn at 6:03 PM. The motion was seconded by Trustee Wilmer. The motion was approved: St. Germain, Strong, Wilmer, and Gustafson, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel
Village Clerk-Treasurer



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2023 BOARD MEETING SCHEDULE

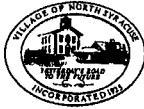
Exhibit "A"

Approved: 11/22/22 Resolution: 254-22

The 2023 Annual Meeting will be held on Thursday, July 13TH, 2023 at 6:30pm (combined with Board Meeting)

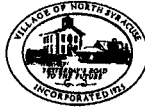
Meetings are held on the 2nd and 4th Thursday of each month (unless otherwise noted) at the North Syracuse Community Center, 700 South Bay Road, Upstairs.

Thursday	January 12th	@ 6:30pm Community Center – Upstairs
Thursday	January 26th	@ 4:30pm Community Center – Upstairs
Thursday	February 9th	@ 6:30pm Community Center – Upstairs
Thursday	February 23rd	@ 4:30pm Community Center – Upstairs
Thursday	March 9th	@ 6:30pm Community Center – Upstairs
Thursday	March 23rd	@ 4:30pm Community Center – Upstairs
Thursday	April 13th	@ 6:30pm Community Center – Upstairs
Thursday	April 27th	@ 4:30pm Community Center – Upstairs
Thursday	May 11th	@6:30pm Community Center – Upstairs
Thursday	May 25th	@4:30pm Community Center – Upstairs
Thursday	June 8th	@ 6:30pm Community Center – Upstairs
Thursday	June 22nd	@4:30pm Community Center – Upstairs
Thursday	July 13th	@ 6:30pm Community Center – Upstairs Annual Meeting and Board Meeting Combined
Thursday	July 27th	@ 4:30pm Community Center – Upstairs
Thursday	August 10th	@ 6:30pm Community Center – Upstairs



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Thursday	August 24th	@ 4:30pm Community Center – Upstairs
Thursday	September 14th	@ 6:30pm Community Center – Upstairs
Thursday	September 28th	@ 4:30pm Community Center – Upstairs
Thursday	October 12th	@ 6:30pm Community Center – Upstairs
Thursday	October 26th	@ 4:30pm Community Center – Upstairs
Thursday	November 9th	@ 6:30pm Community Center – Upstairs
Tuesday	November 21st	@ 4:30pm Community Center – Upstairs
Thursday	December 14th	@ 6:30pm Community Center – Upstairs
Thursday	December 28th	@ 4:30pm Community Center – Upstairs



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2023 PLANNING COMMISSION MEETING SCHEDULE

Exhibit "B"

Approved: 11/22/22

Resolution: 255-22

Meetings are held on the 3rd Thursday of each month when there is an application for review before the Board at the North Syracuse Community Center, 700 South Bay Road, Downstairs.

Thursday	January 19th	5:30 pm	Community Center-Downstairs
Thursday	February 16th	5:30 pm	Community Center-Downstairs
Thursday	March 16th	5:30 pm	Community Center-Downstairs
Thursday	April 20th	5:30 pm	Community Center-Downstairs
Thursday	May 18th	5:30 pm	Community Center-Downstairs
Thursday	June 15th	5:30 pm	Community Center-Downstairs
Thursday	July 20th	5:30 pm	Community Center-Downstairs
Thursday	August 17th	5:30 pm	Community Center-Downstairs
Thursday	September 21st	5:30 pm	Community Center-Downstairs
Thursday	October 19th	5:30 pm	Community Center-Downstairs
Thursday	November 16th	5:30 pm	Community Center-Downstairs
Thursday	December 21st	5:30 pm	Community Center-Downstairs



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2023 ZONING BOARD OF APPEALS MEETING SCHEDULE

Exhibit "C"

Approved:
11/22/22

Resolution: 256-22

Meetings are held on the 1st Thursday of each month when there is an application for review before the Board at the North Syracuse Community Center, 700 South Bay Road, Downstairs.

Thursday	January 5th	5:00 pm	Community Center-Downstairs
Thursday	February 2nd	5:00 pm	Community Center-Downstairs
Thursday	March 2nd	5:00 pm	Community Center-Downstairs
Thursday	April 6th	5:00 pm	Community Center-Downstairs
Thursday	May 4th	5:00 pm	Community Center-Downstairs
Thursday	June 1st	5:00 pm	Community Center-Downstairs
Thursday	July 6th	5:00 pm	Community Center-Downstairs
Thursday	August 3rd	5:00 pm	Community Center-Downstairs
Thursday	September 7th	5:00 pm	Community Center-Downstairs
Thursday	October 5th	5:00 pm	Community Center-Downstairs
Thursday	November 2nd	5:00 pm	Community Center-Downstairs
Thursday	December 7th	5:00 pm	Community Center-Downstairs

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REGULAR BOARD MEETING

DATE: _____

11/22/22

PLEASE SIGN IN

NAME

Robert Weismann

Vivian Rosemone

Pat Fergersm

KEN RYAN

ADDRESS

313 Wendell Terr. 13203

304 Belmont Dr. 13212

215 So Main St. WSYR 13212

211 HERMAN DR.