

## **VILLAGE OF NORTH SYRACUSE**

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

Thursday, January 11<sup>th</sup>, 2024 @ 6:30 PM

**North Syracuse Community Center**

600 South Bay Road, North Syracuse, NY

***Facebook Livestreamed***

The Village of North Syracuse Regular Board Meeting began at 6:30 P.M. with Mayor Gary Butterfield asking everyone to join him in the Pledge of Allegiance.

**Roll Call:** Mayor Gary Butterfield, Trustee John Bolton, Trustee Chris Strong, and Dep. Mayor Gustafson.

**Personnel Present:** Village Clerk/Treasurer Kufel, Codes Enf. Officer Nicholas Rohm, DPW Superintendent Ed Ware, Fire Chief Richard Allen, Police Chief Chance Fieldson and Village Engineer Amy Franco.

**Personnel Absent:** Trustee LouAnn St. Germain (Sick), Parks Director Tony Burkinshaw (Excused), and Village Attorney Robert Germain (Excused).

### **RESOLUTION # 001-24**

### **APPROVAL OF REG. BD. MTG. -DECEMBER 28<sup>TH</sup>, 2023**

Dep. Mayor Gustafson made a motion to approve the minutes (Facebook Livestreamed) from the December 28<sup>th</sup>, 2023, Board Meeting. The motion was seconded by Trustee Strong. The motion was approved: Bolton, Strong, and Gustafson, all voting in favor of the same.

### **RESOLUTION #002-24**

### **GENERAL FUND ABSTRACT APPROVAL**

Trustee Bolton made a motion to approve General Fund Abstract #17 in the amount of \$91,908.11 covering voucher #1107 thru #1169. The motion was seconded by Trustee Strong. The motion was approved: Bolton, Strong, and Gustafson, all voting in favor of the same.

### **RESOLUTION #003-24**

### **SEWER FUND ABSTRACT APPROVAL**

Trustee Strong made a motion to approve Sewer Fund Abstract #17 in the amount of \$31.24 covering voucher #29. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: Bolton, Strong, and Gustafson, all voting in favor of the same.

### **RESOLUTION # 004-24**

### **BUDGET TRANSFER(S)**

Trustee Strong made a motion to approve the budget transfers from A3389D Burdick Donation for Police in the amount of \$268.38 to increase A3120.412 Police Uniforms for the Explorers. The motion was seconded by Trustee Bolton. The motion was approved: Bolton, Strong, and Gustafson, all voting in favor of the same.



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**RESOLUTION # 005-24**

**BUDGET TRANSFER(S)**

Trustee Strong made a motion to approve the budget transfers from A3389D Burdick Donation for Police in the amount of \$311.77 to increase A3120.412 Police Uniforms for the Explorers. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: Bolton, Strong, and Gustafson, all voting in favor of the same.

**OLD BUSINESS:**

**DISCUSS SMOKING IN OUR PARKS/PUBLIC PLACES IN OUR VILLAGE**

The Mayor stated the next item on the agenda is Discuss Smoking in our Parks/Public Places in our Village: We have talked about the issues in the Parks and Public Places in our Village, (muffled) after our last mtg., we got an email and previously about a yr. ago he rec'd a question from a woman who is the program coordinator for Tobacco Free CNY. He continued she watched us, reached out and stated she would like to meet with us. He added he also spoke with Atty. Germain about the complexities, he knows this is kind of simple, but it is complex, because of the Cannabis legality. He explained he suggested to Atty. Germain and he thought it was a good idea to have a work session. He suggested trying to do it so we could get to our February mtg., he would like to have this put to bed by March, before people start visiting parks again in the Spring. He stated Atty. Germain agreed to meet, and if we can get this lady to give us input as well, to him it makes sense; it is a complicated issue. He spoke of the governor and the State of the State, she was talking about Cannabis and how they are leaving some of the enforcement up to the local municipalities.

**DISCUSS/APPROVE BOARD MEETING SCHEDULE 2024**

The Mayor stated the next item on the agenda is Discuss/Approve Board Meeting Schedule 2024: We have talked about this for a while now. He continued he did have a Dept. Head mtg. this wk., he added what he would like to see happen is approve it as it was presented at our Annual Mtg. He explained and we are determined now to make the 4:30 PM mtg. just pay bill mtg. He stated if something is brought up as an emergency, we can bring it up there, otherwise, just pay bills and our regular mtg. would be 6:30 PM. Discussion went back and forth: Some did not care either way on time, but expressed concern for Dept. Heads that travel a distance having to leave their families to hurry back. Alternative suggested if someone cannot be here to submit a written report to either read aloud or accept report as written. While another expressed concern for people coming from work that might want to attend. It was discussed how vendors are happy with bills being twice a month. The Mayor reiterated again; he would like a full Board to be here and would like to look at next mtg.



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**DISCUSS BROLEX-CHA SWPPP INSPECTIONS BY K. HARRIS/BROLEX MONEY IN ESCROW**

The Mayor stated the next item on the agenda: Discuss Brolex - CHA SWPPP Inspections by K. Harris/Brolex Money in Escrow: This is just information; we are still working with Brolex, since the DEC got involved but they are still under some pressure, and he does not see much happening, but it is kind of out of our hands now. He added as we stated before, they are still under an actual permit. He explained it is frustrating for us, and he is sure it is frustrating for them. He shared now that the DEC is involved if they do not perform, it is on them, not us.

**DISCUSS/UPDATE DASNY GRANT FOR 115 CHESTNUT ST.  
DEMOLITION/FIREHOUSE ADDITION**

The Mayor stated Discuss/Update DASNY Grant for 115 Chestnut St. Demolition/Firehouse Addition: We are plugging our way thru this, DASNY requires lots and lots of paperwork, you fill it out and send it in. He continued they send us back you didn't or you have something else to do, so we are working on it. He added we will have spent and accounted for the 1<sup>st</sup> \$150,000 grant; we will be starting on the next \$150,000 grant. He explained the 1<sup>st</sup> grant was to get the house down, and the garage. He stated we do have an architect engaged, with some preliminary planning. He continued he talked with the Fire Chief, about the community involvement. He added we would like a couple of people from the community, to be on the committee, that is put together to meet with the architect; so, we have some outside looks, so that is underway. He stated he did not know if we need to authorize that committee or not, he will check with Atty. Germain. Mrs. Franco stated she did not know either, because that is a choice, it is not req'd. The Mayor agreed. Discussion went back and forth re: Dates available, testing incomplete, remediation needing to be completed. Recommendation that house and garage need to be emptied to complete the remediation. Because we are a municipality, we cannot just get a bunch of guys to go in there, so in order to get that emptied out, we need to send out some RFP's. He added he brought that up and Mrs. Franco and he were going to talk about it, but he stated if anybody has got some ideas, some volunteer organization that wants to, if there is anything in there, they can find of value; you can keep. He explained we will supply the dumpsters, that would facilitate the ability to remediate and much less you do not have to spend expensive dumpster fees, to take that stuff, so that is where we are at. He stated the basement 1<sup>st</sup> flr., 2<sup>nd</sup> flr.; the garage is full, and the upstairs of the garage is full; there is also a side bldg. next to garage, that is filled up to the rafters. The Mayor added that is kind of the hold up, he is trying to work on that, trying to get that to happen; because it is not going to take long for the demolition and we do have time a contract for the demolition. He explained we have a contract for the testing.

**DISCUSS MAIN ST. APPL. REVITALIZATION MAIN STREET GRANT: SPECIFY PROJECT DUE: 2/16/24**



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The next item on the agenda is Discuss Main St. Application Main Street Grant: Specify a Project-due 2/16/24: We have another application for a Main Street Grant from the Cty. up to \$500,000 and we have until 2/16, so we need to speak with Mrs. Franco. He continued he has some ideas and if anybody has some ideas, we probably won't get the \$500,000, but he does have a couple of ideas and he has talked to Mrs. Franco and asked about anybody else; the last 1 we got 3 small grants. He added 1 of them backed out, so we have another 1 on board, they thanked us; that is Mickey's Bait and Tackle. He explained he thought there is a 2 yr. window, so it is not like we have to get it done right away. He stated so we have reached out to them and they are excited about the possibilities. He stated if you want to see an historic billing that has not been touch for quite a while, visit Mickey's Bait and Tackle. He continued if you have never been in there it is a look of the past. He added so we are working on that.

**SENIOR TAX EXEMPTION-INCREASE OF LIMIT: TOWN OF CLAY**  
**ASSESSOR ATTENDING NEXT MEETING**

The Mayor stated the next item on the agenda is Senior Tax Exemption-Increase of Limit: Town of Clay Assessor Attending Next Meeting on January 25<sup>th</sup>, 2024: We have discussed this many times, as you all know there are certain thoughts on the Board, and it is a mish mash; because the Cty. has approved an increased limit, the Town of Cicero has approved an increased limit. He continued the school district has not, Town of Clay has not, and we are in the middle. He added we do not quite know, as you remember we did increase it to 50%, and we rescinded it. He explained the new amount is \$58,400 and we are currently at \$37,800, so it would benefit seniors; but it will impact revenue to the Vlg. Dep. Mayor Gustafson clarified if we have until March 31<sup>st</sup>. The Mayor stated yes. Dep. Mayor Gustafson stated it will come quickly. The Mayor continued Rob Bick is going to be here next week to discuss his reasons for the Town of Clay not wanting to raise the amount he believed, Town of Cicero has raised it and we are right in the middle. He explained the taxing entities are Clay and Cicero now for the Vlg.

**NEW BUSINESS:**

**RESOLUTION # 006-24**

**DISCUSS/REVIEW/AUTHORIZE MAYOR TO SIGN POLICE DEPARTMENT**  
**LATERAL TRANSFERS UPDATE MOU TO INCLUDING THEM**  
**IN NEW SIGN-ON'S**

Dep. Mayor Gustafson made a motion Authorizing Mayor to Sign Police Department Lateral Transfers and Update MOU to include them in New Sign-On's. The motion was seconded by Trustee Strong. The motion was approved: Bolton, Strong, and Gustafson, all voting in favor of the same.



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**RESOLUTION # 007-24**

**DISCUSS/REVIEW/AUTHORIZE MAYOR TO SIGN SYRACUSE  
SIGNALS AGREEMENT 1/01/24-12/31/24**

Trustee Bolton made a motion to Authorize Mayor to Sign Syracuse Signals Agreement for 1/01/24-12/31/24 at \$225/mo. billed quarterly. The motion was seconded by Trustee Strong. The motion was approved: Bolton, Strong, and Gustafson, all voting in favor of the same.

**INFORMATIVE: CHANGE OF OCCUPANCY LETTER FOR MAILING TO BUSINESSES (CURRENT  
OWNER OF RECORD): MAIN ST, SOUTH BAY RD., GATEWAY PK. DR., BEAR RD., EAST TAFT  
RD. ENCOURAGING THEM TO PLEASE STOP INTO OUR CODES ENF. OFFICE**

The Mayor stated this is Informative: We are working on this; he had a conference call with our Atty. our Codes Enf. Officer and his self and Village Clerk-Treasurer Kufel. He continued because we have so much issue with businesses, landlords particularly who have a plaza with store fronts, and if they have a vacancy, they want to fill it. He added sometimes it is a change of venue, going from Business to Retail and Codes has to look at that. He explained we want to send a letter to all the Business Owners Plaza Owners re: When they are entertaining a new business, to remind them to let us know, to visit the Codes Office; to make sure that the regulations would be followed, to avoid some of the problems we have had in the past. We are not trying to discriminate or keep somebody out, but we want to make sure, you realize some of the issues we have had in the past, especially if they change occupancy grades. Much discussion went back and forth re: New Businesses prior to opening are req'd to have a Fire Safety Inspection done and must meet compliance to open – given a "Certificate of Compliance". Working on a draft/letter to be sent out to the Property Owners/Business Owners.

**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. Absent.

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

- Did not know if wanted to set Public Hearing for the mtg. for Main St. Application for Public input, can wait until February mtg.-Mayor wants to do February mtg.
- Thinking about Community Development, Application comes around March/April time

**DEPARTMENT HEAD REPORTS:**



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**Police Department: (Police Chief Chance Fieldson):** He stated the following:

- Staffing: 2 Full-time positions still open
- 1 Part-time finishing training within next 2 wks.
- Thanked Board for Approval for Lateral Incentive tonight, Syr. PD just extended theirs
- Looking for somebody with Police experience, that is promotable, for our agency; we have a predominant less exp. staff. We need experience, leadership, mentorship; and supervision for our less exp. staff. Used to have 3 supervisors and Police Chief, we currently have 2.
- Police Chief attended off campus training last wk., it was informative, worthwhile and shared lessons learned with Mr. Germain this wk. via conversation
- Totals Ending for December: 85 Property Checks, 11 Domestic, 17 Motor Vehicle Accidents, 393 Traffic Stops, 105 Traffic Tickets, 12 Criminal Arrests
- Thanked Dept. Heads for sincere collaboration, genuine communication

**Fire Department: (Fire Chief Richard Allen):** He stated the following:

- December: 61 Calls, 4 Structure Fires, 20 EMS Related Alarms, 8 Hazardous Conditions, 4 Svc. Calls, 12 Good Intent, 13 False Alarms
- Wkg. with Trustee Bolton on Station Renov. Comm, couple of things we need help from Board and Mayor

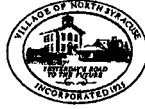
**Public Works Department: (DPW Sup't.: Ed Ware):** He stated the following:

- Been nice winter
- Busy picking up Christmas trees
- Doing maintenance on streets, straitening signs, plow markers

**Parks and Recreation Department: (Parks Director: Anthony Burkinshaw):** No Report. Absent.

**Codes Department: (Codes Enforcement Officer: Nicholas Rohm):** He stated the following:

- 709 N. Main St., Bear Rd. Plaza: Kid to Kid Business: Have Conditional Approval for Certificate of Compliance, just waiting on window wrap to be fully signed off, and pending the fire inspection; they should be open soon
- 444 S. Main St, Brolex: DEC deadline is tomorrow for their ponds, Kristy Harris, from CHA, is mtg. him out there at 1:30 PM to look at it. There are other items supposedly done by the 5<sup>th</sup>, not sure of status, between them and DEC; more electronic stuff.
- 445-447 S. Main St.: Immuno Tek: Completed final framing, and insulation insp., they are putting up Gypsum Bd. now coming along very nicely inside.
- 421 Single Dr.: Topic in past, stairs, and handrail have been completed; and C of C issued.



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- PC Mtg. 1/18/24: Akina Sushi, potentially going in Bear Rd Plaza, scheduled for next wk. to present

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

- Busy: W2's, 1099's to get out
- Closing books for December
- Monday off Martin Luther King
- Budget worksheets out by tomorrow end of day

**DEPUTY MAYOR-TRUSTEES REPORT:**

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

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

- PC Mtg., discussing occupying another vacant commercial, hope occupy soon, good for Vlg.
- Dept. Heads and staff: Spk. of DPW out ahead of time, taking care of things, collaboration between depts. heads and staff below
- Look at Contingency Plans, EOC, those new get, familiar with and test it

**Trustee Bolton:** He stated the following:

- Mtg. every 2 wks. on Sta. 1 Addition, ready with architect to do a space utilization study to come up with what Fire Dept. needs in re: to Addition
- Great to see Dept. Heads wkg. together, getting along, helping out when need to. KUDDOS to you and all of your staff

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

- 1/18: Safety Committee Mtg., covering 2 issues, will report back; concerns, contact her

**MAYOR'S REPORT:**

The Mayor stated Holiday Party is next wk., attendance is up there, a lot of gift cards; most went home with gift cards last time, that is at Twin Trees. He continued the Cty. is putting on some webinars and in person mtgs., re: Housing, all tied to Micron. He added he has signed up for a mtg. in the Town of Clay, even we do not have any space left. He explained the only thing we can do with housing is repurpose, if we take down some old structures and build new or the Main Street Project, we are still working on that, there may be some apartments in the Brolex's Apartments. He stated we do not have a track of land we have isolated spots, but we could do something with housing. He continued our project out here build the new roof; he is frustrated he will admit. He added they were here a wk. and ½ ago, he



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asked Parks Dir. Burkinshaw to reach out and find out what is going on. He explained right now the water is coming off the roof and leaking right down at the door way, we have got to fix that. He stated we have got to make sure they get here and get the thing done. He continued the Police Union Contract is up this yr., so we are going to start to meet. He spk. of the last contracts, we met and came to an agreement before the contract was up. He added a lot of these union contracts, are started 6 mos. or a yr. before they were out, that is our hope to finalized by 5/31/24. He explained that way Trustee Strong and himself, are the team for that.

Trustee Bolton made a motion to adjourn at 7:20 P.M. The motion was seconded by Dep. Mayor Gustafson. The motion was approved: Bolton, Strong, and Gustafson, all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel  
Village Clerk-Treasurer





