



## **VILLAGE OF NORTH SYRACUSE**

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

Thursday, July 24th, 2025 @ 5:30 PM

**North Syracuse Community Center**

600 South Bay Road, North Syracuse, NY

***Facebook Livestreamed***

The Village of North Syracuse Regular Board Meeting began at 5:30 P.M. with Mayor Butterfield asking everyone to join him in the Pledge of Allegiance.

**Roll Call:** Mayor G. Butterfield, Deputy Mayor P. Gustafson, Trustee J. Bolton, Trustee F. Wilmer and Trustee L. St. Germain.

**Personnel Present:** Clerk/Treasurer Dianne Kufel, Lieutenant Zak Misztal, DPW Superintendent Ed Ware, Deputy Fire Chief Joe Asztalos, Engineer Amy Franco

### **RESOLUTION # 168-25**

### **APPROVAL OF REG. BD. MTG. – JULY 10, 2025**

Trustee Wilmer made a motion to amend the minutes (Facebook Livestreamed) from the July 10th, 2025 Board Meeting. Motion was made to have report from Trustee St. Germain to be read verbatim per her request. The motion was seconded by Trustee Bolton. The motion was approved: Trustee St. Germain, Dep. Mayor Gustafson, Trustee Wilmer and Trustee Bolton all voting in favor of the same.

Mayor Butterfield made motion to make two corrections on July 10, 2025 meeting minutes. First correction was to change word “Eminence” to the word “Animus.” Second correction was to change wording in the Mayor’s Report to – Comprehensive Development – Toll Road – “new roof” to “new roof coming.” Trustee St. Germain, Dep. Mayor Gustafson, Trustee Wilmer and Trustee Bolton all voting in favor of the same.

### **RESOLUTION #169-25**

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

Trustee Wilmer made a motion to approve General Fund Abstract #04 (New Budget) in the amount of \$171,833.06 covering voucher #158 thru #240. Motion was seconded by Trustee Bolton. Dep. Mayor Gustafson, Trustee St. Germain, Trustee Wilmer and Trustee Bolton, all voting in favor of the same.

### **INFORMATIONAL: PRESENTATION FROM G. GRATES – CHA CONSULTING**

Mayor Butterfield introduced Greg Grates, from CHA Solutions. A presentation was shared by Mr. Grates on the upcoming renovations or addition on the Fire Department facility. A copy of the presentation was emailed to Trustees during this Board meeting. Property next door to current facility was purchased to be used as part of project. Two grants received from DASNY, each in the amount of \$150,000. CHA Solutions is assisting not only with the tedious DASNY process, but the project as well. Project was started in 2020. The Fire Station’s Chief’s Report was cleaned up and a concept design and budget was created. Utilizing a grant writer from CHA to help with process. On July 10<sup>th</sup>, received letter from DASNY needing

additional information and have grants separated. One grant for purchase and one for design. DASNY no longer pays for demolition. Still have not received grant. Should hear from DASNY in 30-60 days for final approval. Mayor Butterfield added that there has been one change. Once approved project will go to finance and will take another 4-5 months. Then to get the second part of grant, a stamped drawing from architect is needed. Approximately \$200,000 has been spent already. DASNY Grant is guaranteed and DASNY will not renig. Original contract was signed in 2021. Project could get more costly as time goes on. Due to the slow process, demolition was excluded. Have to reallocate where demolition goes. On the path forward, many steps remain. Fire station consultant was brought in to get insight based on a conversation with the Mayor and a County official. Met with the Fire Department Wednesday night to update members on status of project. The Mayor, Trustee Bolton and Fire Chief Brennan on Committee. Community open houses and Board review will be held in future. Mayor Butterfield shared that due to future possibility of paid fire department or consolidation, the class of building being built will need to be an essential building. Fire Department building is considered an essential building. This class of building will stay in place if there was a natural disaster. Neither of the existing buildings are essential buildings. Committee will be talking about this in future meetings. If there are any questions, please reach out to Mayor Butterfield or Trustee Bolton.

### **NO BUDGET TRANSFERS**

### **OLD BUSINESS:**

#### **RESOLUTION #170-25**

#### **DISCUSS/APPROVE HIRING OF PART-TIME CARETAKER C. AMBROSE**

Trustee Bolton made motion to approved the hiring of Caretaker C. Ambrose, at \$18.96/Hr. effective 7/25/2025. Motion was seconded by Trustee Wilmer. Motion approved. Dep. Mayor Gustafson, Trustee St. Germain, Trustee Wilmer and Trustee Bolton, all voting in favor of the same.

#### **INFORMATIVE: REVIEW/DISCUSS PUNCH LIST ITEMS FOR THE TOLL ROAD PARK SITE IMPROVEMENTS**

Mayor Butterfield viewed the project and was unhappy with the roof work done. He advised contractor that he was unhappy with roof work done. Having a meeting with the contractor to make sure it gets done properly. Project was a partial roof replacement and the shingles used were incorrect. Underlayment shingles were used. Ok with paying the base bid on change order one, but not on change order two.

#### **RESOLUTION #171-25**

#### **PUBLIC HEARING ON 08/14/2025 TO DISCUSS CODE ON SWIMMING POOLS**

Motion was made by Trustee Bolton to hold a Public Hearing for changes on 8/14/2025. Mayor Butterfield advised that the Board received language requested by the Codes Officer specifically relating to abandoned pools. Without this language we restricted from enforcing some regulations. Motion was seconded by Trustee Wilmer. Motion approved. Dep. Mayor Gustafson, Trustee St. Germain, Trustee Wilmer and Trustee Bolton, all voting in favor of the same.



**RESOLUTION #176-25**

**APPROVE THE ADDING OF 4 NEW FIREHOUSE CARETAKERS**

Trustee Bolton made a motion to approve the adding of (4) new, part-time Firehouse Caretakers. The Fire Department is currently at 6, adding (4) more will make total of 10. Board will complete 4 new duty statements and submit. Which will allow the Fire Dept. hire (4) more part-time caretakers. Motion was seconded by Trustee Wilmer. Motion approved. Dep. Mayor Gustafson, Trustee St. Germain, Trustee Wilmer and Trustee Bolton all voting in favor of the same.

**RESOLUTION #177-25**

**VERIZON FRANCHISE AGREEMENT EXPIRING (15 YRS:) RENEWAL**

Trustee Bolton made a motion to approve a Public Hearing scheduled for September 11, 2025 at 5:29 p.m. to share and discuss renewal of the Verizon Franchise Agreement that is expiring. The agreement has been in effect for almost 15 years. Currently the agreement is with legal counsel for review. Verizon does pay the Village 5% for use of fiber optics. The agreement also offers the Village free wifi in some buildings. Trustee Bolton asked if other Village buildings could be added to the list of buildings already listed in the agreement to save Village money for wifi. Questions regarding the details of agreement will be reviewed with legal counsel. It was later determined this agreement is strictly for cable service not wifi.

**CITIZENS VOICE:** The Mayor asked if any citizen would like to address the Board for any issues outside of the Public Hearing.

**Ken Ryan – 211 Herman Drive.** Question what is being done to pursue the pool issue at 209 Herman Drive. Situation with pool has been going on for 10 years.

**Doug Hummel – 128 Herbert St.** – Asked if someone could be done about the deep snow removal on the sidewalks during winter. DPW Sup't. Ware advised that residents and apartment complexes should be responsible for removing snow from sidewalks. The issue is that enforcement of snow removal is difficult.

**John Coleman– Elm St.** – Stated that he is concerned about Committee Liaison role as he felt that nothing was done before when Trustee Wilmer was involved. Mayor Butterfield explained that as a Trustee, his role is to report back to the Board. Trustee Wilmer has no control over zoning, codes and planning board.

**Dante Mallaro – 109 Chestnut St.** – Is Assistant Fire Chief. Stated he understands the definition of essential buildings and the issues of consolidation. He added that North Syracuse has a direct vein to one of the busiest interstates in the county and not making the buildings essential could be a problem. He asked to remind Legislator Olson of the importance of making the buildings essential.

**David Robinson – Slindes Wood Circle**– Chairman of Board of Ethics. Addressed concerns with Chapter 19 – Village Codes. He stated that Village Code Titled Ethics defines the rules that all of our public servants have to live by and in there, they also define Board of Ethics. Board of Ethics job is to provide an opinion relative to some action that may have been brought to us. They had their first meeting of the Board on July 21<sup>st</sup>. Adopted rules and regulations on how they are going to operate, and how someone may go about requesting their opinion from us. They have established a form that is used to make a request. Adopted a

statement of financial and other interests. The form is very simple. Also created the distribution of the form – who should be filling it out. Everybody at the front table. Clerk Treasurer, Police Chief, Fire Chief, DPW and Parks. In addition, to the members of the Planning Commission. Also, Zoning Board and Board of Ethics.

**DEPARTMENT HEAD REPORTS:**

**Attorney Report:** (Robert Germain): Excused

**Engineer Report:** (Amy Franco): She stated the following:

- Working on a couple of grants. – Elevator in Community Center & Walking Trail for Lonergan
- Reminded attendees of the Public Hearing for Micron taking place this evening.

**Parks and Recreation Department:** (Director A. Burkinshaw): No report

**Codes Department:** (Director L. Nestell): No report

**Fire Department:** (Deputy Chief Joe Asztalos): He stated the following:

- Thanked the Board for various actions at tonight’s Board Meeting.
- In 2025 has responded to over 500 alarms – above average year.
- Month of July 2025 – responded to over 70 alarms – about 2+ calls a day.
- Average amount of calls currently is 1,000 calls. Will grow as Micron comes in.
- Responded to possible shed fire in Station 2 area. Was vagrant shed on a trailer.
- Responded to house fire that turned out to be a hoarding house. Asked attendees to think about how many hoarding houses are actually in the area. Cicero Police and Sheriffs Dept. assisted.
- It was understood that Station 1 was an essential building.
- That he understands consolidation. That NYS is a Home Rural State. Lines are based on farm plots.
- Thanked Board for continued participation in project to renovate buildings. Stated that Station 1 needs dire updates.
- North Syracuse Fireman’s Association is having a fund drive raising money to update sign.
- Community involvement: Chief Brennan recently attending information session at Loretto and department attended the Summer Camp Hose Down at St. Rose Church
- Fall 2025 North Syracuse Fire Department is hosting a Emergency Medical Technician Course and Refresher Course. Offered by SUNY Upstate. Starts August and ends in December at Station 1. There is no cost to the fire department to host. Currently have 6 people in the original course and 1 for the refresher. \$11,600 will be total cost of registration. Asked for quick approval of cost so that firefighters can get registered.

**Police Department:(Lieutenant Zak Misztal):** He stated the following:

- Seven Eleven Day was successful. Handed out more than 35 ID's.
- Thanked the Library for their participation.
- Continuing with community outreach – handing out over 500 pamphlets.
- Continuing with Crosswalk Safety details
- Bicycle Rodeo coming up this Saturday from 10:00 a.m. – 12:00 p.m. at Lonergan Park.
- Child At Ease with the Park Campers
- Reminded that Big Truck Day is coming up.

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

- Working on getting manhole covers and storm drains repaired and opened for upcoming paving.
- Employees cautiously working in heat.
- Thanked employees for assistance with flowers
- Advised DPW will be down an employee by next month.

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

- Asked about pre-approval of the cost of the upcoming EMT Course. Abstract should be in August in time to get participants registered
- Village Hall has been busy due to vacations.
- Advised Board members that she has a printout of the property tax cap over the years showing the actual inflation factor and what the tax cap was:
  - o 2022 – Inf. Factor 4.23 (Tax Cap: 1.02)
  - o 2023 – Inf. Factor 8.06 (Tax Cap: 1.02)
  - o 2024 – Inf. Factor 4.37 (Tax Cap: 1.02)
  - o 2025 – Inf. Factor 2.99 (Tax Cap: 1.02)
  - o Mayor added – State Mandated Tax Cap under 2.0%.

**DEPUTY MAYOR-TRUSTEES REPORT:**

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

- Lots going on in the Village. Please check the website for events and activities
- Bike Rodeo, Big Truck Day & the Pool is opened
- Praised the people registering for the upcoming EMT Course. Stated that they are taking the time out of their busy lives and families to be more valuable to the village. That we really need to appreciate our firefighters. They don't just respond to fires or car accidents. They now respond to emergency medical calls.
- Advised DPW Sup't. That if he feels that he has a need for more staff to let the Board know.
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**Trustee St. Germain:** No Report

**Trustee Wilmer:** No Report

**Deputy Mayor Gustafson:** No Report

**MAYOR'S REPORT:** Mayor Butterfield stated the following:

- He had just received a call from Codes regarding the building that houses Unfinished Furniture (517 S. Main St.). This building was supposed to have partially torn down. Still is not taken down. Contractor should have picked up permit last weekend to start. Never did. Mayor Butterfield stated that there is an Emergency Declaration that can be done. This has been used once before. He is concerned that this building is a safety hazard. Asked Board if a motion should be set for starting an investigation into the Village demolishing the building and charging it back to the owners. Discussion was had on investigating versus actually demolishing the building. Trustee Bolton asked if this same Emergency Declaration could be used on property that involves a swimming pool issue on Herman Ave. It was determined that the pool now has a fence and lock on fence. Motion was made by Trustee Wilmer to start the Emergency Declaration to initiate the investigation. Motion was seconded by Trustee Bolton. Motion approved. Dep. Mayor Gustafson, Trustee St. Germain, Trustee Wilmer and Trustee Bolton all voting in favor of the same.
- Comprehensive Plan: Should be finished in 2-3 months.
- Read to the Board members the New Vision Statement for the Comprehensive Plan as follows: "The Village of North Syracuse will grow to be a more vibrant, attractive and inclusive community with clearly defined gateways, walkable neighborhoods and a unified village identity."
- Spring of 2026 sidewalk project will be hopefully be happening. Has a \$1.2 million grant. Drawings are near completion. Work will be out for bid in the Fall of 2025.
- Railing in basement of Community Center has been replaced.
- Advised Fire Department representative that the Station 1 building was not an essential building as the codes were changed.

Trustee Wilmer made a motion to adjourn at 6:54 PM. The motion was seconded by Trustee Bolton. The motion was approved with Dep. Mayor Gustafson, Trustee St. Germain, Trustee Wilmer and Trustee Bolton all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel  
Village Clerk-Treasurer