

VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

Thursday, October 23, 2025 @ 5:30 PM

North Syracuse Community Center

600 South Bay Road, North Syracuse, NY

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 Butterfield, Trustee Bolton, Trustee Wilmer and Trustee St. Germain were all present. Deputy Mayor Gustafson resigned.

Personnel Present: Clerk/Treasurer D. Kufel, Police C. Fieldson, Dep. Fire Chief Asztalos, and Eng. A. Franco. Excused: Codes Enforcement Officer L. Nestell, Parks Dir. Burkinshaw and Attorney Germain.

RESOLUTION #214-25

APPROVAL OF REG. BD. MTG. MINUTES– SEPTEMBER 25, 2025

Trustee Wilmer made a motion to approve the meeting minutes from the September 25th, 2025 Board Meeting. The motion was seconded by Trustee Bolton, with discussion. Trustee Bolton stated that Resolution #203-25 regarding vote of the Fire House, the Mayor did not abstain from the vote, he voted no. Trustee Bolton also addressed Resolution #204-25 not reading that the Mayor voted no. Motion was approved with changes to the meeting minutes. Trustee St. Germain, Trustee Wilmer and Trustee Bolton, all voting in favor of the same.

RESOLUTION #215-25

APPROVAL OF REG. BD. MTG. MINUTES– OCTOBER 9, 2025

Trustee Wilmer made a motion to approve the meeting minutes from the October 9th, 2025 Board Meeting. The motion was seconded by Trustee Bolton, with discussion. Trustee Bolton stated that Resolution #214-25 is incorrect in stating that Trustee Bolton “no response.” He stated that he wants the minutes changed to say “Trustee Bolton voted against it.” Motion was approved with changes to the meeting minutes. Motion was approved with changes to the meeting minutes. Trustee St. Germain, Trustee Wilmer and Trustee Bolton, all voting in favor of the same.

RESOLUTION #216-25

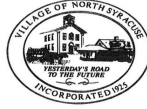
GENERAL FUND ABSTRACT APPROVAL

Trustee Wilmer made a motion to approve General Fund Abstract #10 in the amount of \$96,216.31 covering voucher #603 thru #683. The motion was seconded by Trustee Bolton with discussion. Discussion about having a Village Board Member performing audit on the General Fund Abstract. The motion was approved. Trustee St. Germain, Trustee Wilmer and Trustee Bolton, all voting in favor of the same.

RESOLUTION #217-25

BUDGET TRANSFER

Trustee Wilmer made a motion to transfer monies in the amount of \$1,500 from A7180.417 – Pool Chemicals to A7140.417 - Camp Program Supplies to cover expenses for a new swing set and stand spin at Park Playground. The motion was seconded by Trustee Bolton. The motion was approved. Trustee St. Germain, Trustee Wilmer and Trustee Bolton, all voting in favor of the same.



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RESOLUTION #218-25

BUDGET TRANSFER

Trustee Bolton made a motion to transfer monies in the amount of \$10,900 from A3410.120 – Admin 2 – P.L. to A3410.417 – Admin Clerk – M. Bolon to cover balance due to M. Bolon. The motion was seconded by Trustee Wilmer. The motion was approved. Trustee St. Germain, Trustee Wilmer and Trustee Bolton, all voting in favor of the same.

OLD BUSINESS: - No Report

NEW BUSINESS:

RESOLUTION #219-25

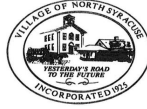
DISCUSS/APPROVE TEMP. PAUSE ON FIRE “CAR 3” EFFECTIVE 4/2026 THRU 4/2027

Dep. Fire Chief Asztalos stated that he appreciates the recent conversations that have recently taken place with Village Board members. The Fire Department has a detailed leadership succession plan in place. The Fire Dept. does not currently have a Captain. The 4 Lieutenants do not have enough time in to qualify for the position. There is a mentorship program in place. The Fire Dept. recently received feedback from some individuals within the Fire Dept. Wanted to meet with candidates to layout the requirements, specifications, and expectations of the role. At this time, no candidates are interested. If the leadership proposed plan is not followed, by April, the new candidate will come in uninformed. Dep. Fire Chief asked the Board for one year to get everybody in place. If not done in one year, the Board can put pressure on him. Decisions are made by an elected board. The Fire Chief, the Dep. Chief and 2 Wardens that represent the firefighters; this board has already agreed on the proposed plan. Now needs approval from the Board of Trustees. Mayor Butterfield responded by saying that the proposal was received, but would like more time. Trustee St. Germain stated that the Board needs more time. Dep. Fire Chief Asztalos asked if anyone on the Board has questions, please go to him. Trustee Bolton explained that the intent is not to pause Car 3, it is to pause the intent to put anyone into the Car 3 position. Trustee Wilmer made a motion to go into Executive Session to discuss a personnel issue. Motion was seconded by Trustee St. Germain. Motion was approved. Trustee St. Germain, Trustee Wilmer and Trustee Bolton all voting in favor of the same.

RESOLUTION #220-25

REVIEW SPECIFICATION FOR REPLACEMENT OF TRUCK 1

Mayor Butterfield opened the conversation by stating that the Board received the specifications/diagrams relating to the replacement of Truck 1, from Chief Brennan on Friday, October 17, 2025. This topic has been talked about at previous meetings. Clerk Treasurer Kufel has initiated bonding schedules relating to the financing of this vehicle which offers a 7-year repayment plan, a 10-year repayment plan, or a 12-year repayment plan. It is the intention to share this “cost” with both the Town of Clay and Town of Cicero in thirds. He opened the floor for discussion. Dep. Fire Chief Asztalos stated that the price of the truck could go up \$100,000 by the end of October if a decision is not made soon. Mayor Butterfield explained that the Board has to do their due diligence on the purchase of Truck 1. Trustee Bolton asked Dep. Chief Asztalos that E1 stated that if they received a “letter of intent” pending Board approval in bonding, that they would hold and the price would not go up \$100,000? Dep. Chief Asztalos said that is true. Trustee Bolton asked the Board what needs to be done to send the letter of intent to Premiere who owns E1? The letter of intent does not hold the Village to purchase the truck, it holds the price. Trustee St. Germain added that she still believes that the Board needs to do their due diligence. Trustee Wilmer asked Clerk Treasurer Kufel what the bond would cost. She referred to the bonding schedules she sent out. She suggested that the Board meet



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to discuss the purchase. She added if the resolution comes to fruition, it will need to have a permissive referendum with an Estoppel notice before any action can take place to initiate the order. Dep. Chief Asztalos explained that the Fire Dept. has a projected plan to pay for the truck. Mayor Butterfield answered by saying that he feels that the Village is not yet in a position to move forward until due diligence is done by the Village. Trustee St. Germain suggested that the Board call for a special meeting to discuss the purchase and have Dep. Fire Chief Asztalos call Premier to tell them that the Board is considering the purchase. Trustee Wilmer made a motion to table the subject until a special meeting can be held to allow the Board to do their due diligence. Motion was seconded by Trustee St. Germain. Trustee St. Germain, Trustee Wilmer and Mayor Butterfield all voting in favor of the same. Trustee Bolton opposed.

RESOLUTION #221-25

DISCUSS/REVIEW/APPROVE THE BOARD MEETING SCHEDULE FOR 2026

Trustee St. Germain made a motion to approve the Board Meeting Schedule for 2026. The Board received the 2026 Board Meeting Schedule outlining Thursday schedules at 5:30 p.m. with the exception of Thanksgiving week and Christmas week. To be held on Tuesdays. Motion was seconded by Trustee Wilmer. Motion was approved. Trustee St. Germain, Trustee Wilmer and Trustee Bolton all voting in favor of the same.

RESOLUTION #222-25

DISCUSS/REVIEW/APPROVE REPLACEMENT OF BROKEN PLAYGROUND EQUIPMENT

Trustee Wilmer made a motion to approve the replacement of playground equipment at Centerville Park and Lonergan Park which is worn out and cracked. This equipment is old and needs replacement. All covered by the existing budget with a transfer. Motion was seconded by Trustee Bolton. Motion was approved. Trustee St. Germain, Trustee Wilmer and Trustee Bolton all voting in favor of the same.

RESOLUTION #223-25

**DISCUSS/APPROVE STAFKINGS FULL TIME REPLACEMENT FOR CLERK TRESURER
N. ZARZECKI - \$60K/ANNUALLY**

Trustee Wilmer made a motion to approve with discussion, the Stafkings, full-time replacement of the Clerk Treasurer position with N. Zarzecki - \$60K/Annually effective 10/21/25. The Board acknowledged the departure of the retirement of Dianne Kufel. The Hiring Committee interviewed the qualified candidates for this position. It was determined that Nick, with his qualifications and 2 interviews that were held was the best fit for the position. Mayor Butterfield explained that the Village is using Stafkings as in the past and the employee has to work 400 hours for them and then the employee is a Village employee. Motion was seconded by Trustee Bolton. Motion was approved. Trustee St. Germain, Trustee Wilmer, and Trustee Bolton all voting in favor of same.

RESOLUTION #224-25

**DISCUSS/APPROVE STAFKINGS FULL TIME REPLACEMENT FOR DEP. CLERK TRESURER
TANYA GALVIN - \$48K/ANNUALLY**

Trustee Wilmer made motion to approve Stafkings full-time replacement for Deputy Clerk Treasurer position with Tanya Galvin, effective 10/21/25 - \$48K annually. Motion was seconded by Trustee Bolton. Motion was approved. Trustee St. Germain, Trustee Wilmer and Trustee Bolton all voting in favor of the same.



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RESOLUTION #225-25 DISCUSS/REVIEW/APPROVE GATE OPERATOR REPLACEMENT VILLAGE HALL BACK SECURITY

Trustee Wilmer made motion to approve the replacement of the gate operator for the Village Hall back security. The gate operator has to be replaced due to age. Motion was seconded by Trustee Bolton. Motion was approved. Trustee St. Germain, Trustee Wilmer and Trustee Bolton all voting in favor of the same.

RESOLUTION #226-25 DISCUSS/REVIEW/APPROVE REPAIR OF THE ELEVATOR AT THE COMMUNITY CENTER

Trustee Wilmer made motion to approve the repair of the elevator at the Community Center. Mayor Butterfield explained that the current condition of the elevator at the Community Center is in need of repair. Received a quote from Elevattitt, LLC for \$3,228.50 to repair, not replace. This would require a 50% down payment. To get a new elevator would take from 6-8 months. The building is no longer considered a heating and cooling center as the Village did not have permanent staff. This status changed about a year ago. Motion was seconded by Trustee Bolton. Motion was approved. Trustee St. Germain, Trustee Wilmer and Trustee Bolton all voting in favor of the same.

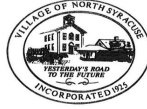
CITIZENS VOICE: The Mayor asked if any citizen would like to address the Board for any issues:

Dave Robinson – Board of Ethics:

- RE: Board of Ethics Conflict of Interest Form.
- Chapter 19 of village Code is a requirement for a Board of Ethics.
- Revised Conflict of Interest Form published:
 - Very simple now; but only about 25% of Village Staff have completed the form.
 - Forms will be sent out again to be completed.
 - Will report back who has/has not submitted at next meeting.

Lisa Lioto - (356 Chestnut St):

- Question whether there was and who was on it for Deputy Clerk Treasurer and Clerk Treasurer positions?
 - Mayor: (Former) Deputy Mayor Gustafson, myself, Dianne, and the Deputy Clerk Treasurer
- No other trustees asked to sit in?
 - Mayor: Deputy Mayor was familiar with the processes
- Prior to today- have any Board Members seen this gentleman's resume?
 - Clerk/Treasurer: No, did not want to publicize
- Do any of the Trustees have the qualifications for the two positions we just voted on? Their history, background, employment...for such an important position of the village?
 - Mayor: This is the process that has been used for years in our village. The Trustees voted
- Was threatened to be taken to court for a lawn sign, but she continues to see hundreds of lawn signs in the village. Codes Enforcement Officer picks and chooses who he targets/retaliates against.
- She submitted a couple of FOILS and has not received updates; hopes to receive before Dianne leaves office. The Clerk Treasurer responded "Absolutely, I think you'll have it Monday."

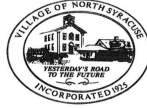


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Pat Fergerson – 215 S. Main St.: Stated that she was just thinking about the budget and money and hiring staff/offering more money to staff – village is losing staff for dollars.

Chris Strong – 202 Lynhurst Ave:

- Regarding replacing Truck #1, the companies being considered to purchase the truck (REV Group, Rosenbauer & Pierce Manufacturing) are under investigation by Congress for monopolizing, driving prices, withholding product.
- The Fire Department has done its due diligence for years through a committee; looked at vehicle specifications, made recommendations, debate merits of hurrying/forcing a decision or holding to make full decision. He cautioned the Board on the history with E-ONE (merged into REV Group) and their ethics, how it negatively and in the 23rd hour negatively impacted the village's purchase of Rescue 7.
- He added that the Village has also had adverse consequences (one trustee wanted to hold the vote; cost village \$12,000) due to submissions that were untimely; does not think they would throw away a \$100,000 sale because it wasn't acted on- could be wrong.
- Concerned about E-ONEs upkeep on previous vehicle; should have been sent back under Lemon Law (former council would not allow). We have been challenged for following rules that E-ONE brought to us; E-ONE burned us and tried to submarine purchase of Rescue 7. Agrees with Deputy Chief that any manufacturer could have problems.
- Regarding the Temporary Pause; there is a decades long precedence in the Fire Department when there are changes to the rules and regulations of the Village Volunteer Fire Dept. and then separately with the bylaws of the association. We have a special meeting to discuss these processes and what is going to happen. This process was not followed.
 - It was brought up in a September monthly meeting – discussion was started and was ended; have not really heard since. Concerned that if we have followed a process for decades, we should continue this process.
 - Amendment *can* go to vote by Fire Council, but we have done it the other way. Why didn't we this time?
- He advised that EMT is not a requirement to be a Chief Officer; should be, but is not. Being a certified Codes Official is also not requirement, it is an excellent certification to have and also should be a requirement, but is not. Apples and oranges; what IS the requirement and what should be... Fire Dept. to be careful on the requirements of positions within the Fire Dept.
- He thanked Dianne Kufel and Diane Ilaqua for their years of service. He thanked the Police Department on their decorum and stop sign adherence on Chestnut St.
- He added that thinks that the Village should not have been removed from the list offering the heating/cooling center; we never technically were and shame on us for providing false information. The village has an independent group representing senior citizens- one of the things we push for is the ability to have this building available. Why wouldn't we? Short-sighted to not offer it, even if that means finding someone to sit there.
 - Mayor noted that we never had a problem until the heat spell when people wanted to come but there was no-one to man it. Did have volunteers for a time; however (per Clerk-Treasurer), Tony also had the place rented months in advance – unfair to deny them? (Strong) If it is an emergency, sometimes people are displaced. Can we get back on the list?
- Mayor asked for clarification of previous comments – meeting is internal?



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- Yes – Historically, when changes are made, a special meeting was able to be held to explain changes to membership of Fire Department. Been done on two occasions in his 25 years; did not happen on this one. Would have addressed and bedded any concerns anyone had about why it was being done instead of being dropped at the village for a vote a couple of days later.
- When it was brought up, it was the removal of CAR 3 and Captain; that has changed.
- Also had additional comments later, see below

K. Ryan:

- We are going into another year now with this full problem. If Larry came in and wrote her six months earlier, this could all be over with.
 - Mayor advised that State Codes did an investigation and said there is nothing wrong.
- Not just fence- also pool. If it is not to code, should be written up.
 - Mayor advised that Larry went on his lunch hour to put up a board to cover gap citizen had previously mentioned.

Return of Chris Strong – 202 Lynhurst Ave:

- One other option is called “Vote of Confidence”. I.E. East Syr FD- ability to run against yourself to ensure securing simple majority of votes or else the position remains vacant.
 - When he was running as a chief officer, members of the department illegally tried to do this to him. He won, but it was confirmed that this would not have been allowed regardless because it is not written into rules/regs.

Attorney Report: (R. Germain): Excused

Engineer Report: (Amy Franco): No report.

Public Works Department: (DPW Supt: Ed Ware): No report.

Fire Department: (Deputy Chief Asztalos): No report.

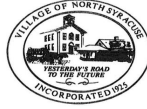
Parks and Recreation Department: (Director A. Burkinshaw): Excused.

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

- Still in need of part-time staffing.
- Late last night, a car driving SB on Main St. struck a decorative light at Main St., Centerville Place, Chestnut St. Driver was arrested for DWI. Collaborated with the DPW to address the broken light. Thanked DPW Superintendent E. Ware for his assistance.
- Fleet is aging. Multiple vehicles with issues, in shop or recently out of shop. Will be submitting a request to the Board soon on vehicle needs.

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

- Due to the issue with the elevator, reached out to Michael LaFlair, from the County, to see if expense could be included as an emergency purchase in the 2025 Community Development grant which would be spent in 2026. Michael LaFlair asked for a proposal to be sent over for it. She sent over the Northstar Lifts quote.



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Trustee St. Germain: Stated the following:

- Advised L. Lioto that the Board was advised that the hiring process of the Deputy Clerk Treasurer and the Clerk Treasurer was the normal process. The prescreening is done by Staffings which has assisted with many positions for the Village, salaries for new employees is based on union (deputy clerk treasurer) and a range based on experience (clerk treasurer).
 - Citizen expressed continued displeasure with the process and lack of Board/citizen input regarding hiring and transparency.

Code Enforcement : (Code Enforcement Officer L. Nestell): Excused. Given by Trustee St. Germain:

- 517 S. Main Street is demolished.
- 9 building permits issued this month.
- 6 Violations issued – 3 with fines.
- Fines for doing work without a permit were issued.
- 2 active cases in court, 2 new cases going to court.
- Meals on Wheels is currently hitting targets for expansion.
- Brolex has a temporary COO for Building 1. The back building is continuing on. Scheduling a time with the Fire Dept. to do a field walk through so they can take measurements and make a plan for emergencies.
- **Trustee St. Germain re: Codes matters:** Addressing K. Ryan, she stated that she does not think that the Codes Officer helping citizens is a bad thing. Driving around the Village is part of the Codes Enforcement Officer's job. Larry is diligent in his work and is doing the best he can in a job where he cannot make everybody happy.

DEPUTY MAYOR-TRUSTEES REPORT: N/A

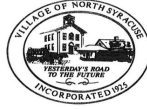
Trustee Bolton: Stated the following:

- Welcomed both Nick and Tanya on their new positions with the Village.
- Thanked Herb Z for their contribution to Trunk or Treat. They paid for the entire hay wagon ride.
- Thanked Corso Cookies for contributing 175 cookies and approximately 250 certificates for free cookies.
- Wished Tony Burkinshaw the best of luck on his new job.
- For transparency, he explained that he did voice his concern on the hiring process. He was told the exact same thing that the other Board members were told that this is the way it has always been done. He stated that he offered to participate in the hiring as Trustee/Deputy Mayor Gustafson had resigned. He was not taken up on the offer. He also offered to be the Board member assigned to the Audit Committee and was not taken up on that offer.

Trustee Wilmer: No report

MAYOR'S REPORT: Mayor Butterfield stated the following:

- **Tap Grant Sidewalks construction plan is for Spring of 2026:**



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- Engineering fees to date that have been paid out is \$222,346.40 and reimbursement has been requested.
- The Village has been reimbursed \$177,877.12; the Village is out \$44,469 to date.
- Still need to cover \$266,531.
- **Comprehensive Plan:**
 - Has a meeting this afternoon.
 - Compiling information for public hearing continues.
 - Still anticipating for plan to go through.
 - There will be one more public hearing.
 - Should be finalized by February or March of 2026.
- **Toll Road Project:**
 - All completed.
 - Grant was for \$50,000. Village has been reimbursed \$50,000.
- **Fire House Addition:**
 - Two grants in the amount of \$150,000 each.
 - To date the Village has paid out \$209,998 beginning in 2022.
- **Onondaga County Sculpture Grant:**
 - Village has currently paid out \$51,222.
 - Balancing remaining will cover the bronze plaque.
 - Estimated completion is Spring of 2026.
- Tony did give notice this week – he is going to the Cicero. Some thoughts and plans in place.
- Thankful for new employees, pre-screened by Stafkings and interviewed.

Trustee Wilmer made the motion to adjourn to Executive Session at 7:42 P.M. to discuss a personnel issue. The motion was seconded by Trustee St. Germain. The motion was approved: Trustee Wilmer, Trustee Bolton, and Trustee St. Germain all voting in favor of the same.

Mayor Butterfield made the motion to end Executive Session, and move to Regular Board Meeting at 9:14 PM. The motion was seconded by Trustee St. Germain. The motion was approved: Trustee Bolton, Trustee St. Germain, Trustee Wilmer and Mayor Butterfield all voting in favor of the same.

Trustee Wilmer made the motion to adjourn at 9:15 P.M. The motion was seconded by Trustee St. Germain. The motion was approved: Trustee Wilmer, Trustee Bolton, Trustee St. Germain and Mayor Butterfield all voting in favor of the same.

Respectfully submitted,

Dianne M. Kufel
Village Clerk-Treasurer