



VILLAGE OF NORTH SYRACUSE

Regular Board Meeting

January 8, 2026 @ 5:30 PM

North Syracuse Community Center

700 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 Butterfield, Trustee Robinson, Trustee Bolton. Trustee St. Germain and Trustee Wilmer are excused.

Personnel Present: Village Clerk/Treasurer N. Zarzecki, Deputy Fire Chief J. Asztalos, Police Chief C. Fieldson, Parks Director D. Radell, Codes Director L. Nestell. Excused: DPW Supt. E. Ware, Engineer A. Franco, Village Attorney Robert Germain.

RESOLUTION #001-26

APPROVAL OF REG. BD. MTG. MINUTES– 12/23/2025

Trustee Bolton made a motion to approve the minutes from the December 23, 2025 Board Meeting. The motion was seconded by Trustee Robinson. The motion was approved: Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #002-26

GENERAL FUND ABSTRACT APPROVAL

Trustee Bolton made a motion to approve General Fund Abstract #16 in the amount of \$196,587.71 covering voucher #1018 thru #1064. Included is a bond payment of \$65,337.75 for Engine 4 for the Fire Department. The motion was seconded by Trustee Robinson. The motion was approved: Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #003-26

SEWER FUND ABSTRACT APPROVAL

Trustee Bolton made a motion to approve Sewer Fund Abstract #16 in the amount of \$31.26 covering voucher #10 for Sewer Call Line. The motion was seconded by Trustee Robinson. The motion was approved: Trustee Robinson and Trustee Bolton both voting in favor of the same.

OLD BUSINESS:

UPDATE ON RENTAL REGISTRY

L. Nestell: Has been doing research on local municipalities regarding how rental registry will be interacted with: online vs office. Working to figure out fee structure; currently \$20/unit on apartment complexes. Working out details for up to four rental units; need to do more research and have conversations with trustees. Codes has been very active in the fire inspections for the apartment complexes. Mayor noted that since this meeting is down two trustees, may be able to adapt this at next or near future meeting.

UPDATE ON PAYCHEX PAYROLL SYSTEM

N. Zarzecki: All required documents and approvals for tax purposes have been submitted to Paychex. Could have done this weeks' payroll through them; however, were not quite comfortable with the information upload yet. Was done in-



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house this week; plenty of time to be sure everything is accurate for next payroll. First one will be a sort of hybrid with in-house and Paychex. February all will be automated.

NEW BUSINESS:

RESOLUTION #004-26

FIREHOUSE CARETAKERS D. MALLARO & J. LEUBNER FORMAL RESIGNATIONS

Accept the formal resignation of Dante ^{MALLARO} ~~Malaro~~ and James Leubner as firehouse caretakers. The fire chief's office was presented with Dante's resignation effective 11/27/2025 and James' effective 12/26/2025. FD has one candidate for replacement. Trustee Robinson questions what the issue is – are they able to be a caretaker and a fireman? His understanding is that you cannot be both. Deputy Fire Chief J. Asztalos advises that caretakers are not usually members of NSFD. D. Mallaro is only exception as he was grandfathered in. Generally, the caretakers are firefighters with other departments and ride with NSFD on a mutual aid agreement; basically, the same policy as for DPW (village personnel policy allows employees that are also firefighters to leave their jobs to go on calls). Most are also EMTs. Mayor entertained a motion to accept resignations. Motion was seconded by Trustee Robinson. Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #005-26

PART-TIME HIRING OF FIREHOUSE CARETAKER ALEXANDER HILTON

Trustee Bolton made the made the motion to hire Alexander Hilton as a part-time firehouse caretaker. He is a replacement for the assistant chief of the firehouse part-time caretaker at \$18.98/hr. Motion was seconded by Trustee Robinson. Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #006-26

RENEWAL OF FIREHOUSE CARETAKER UNPAID LEAVE AGREEMENT – Q1 2026

Have agreed in the past to give full-time Firehouse Caretaker Mark Hogan unpaid leave to stay within the pension earning cap rules. Trustee Robinson asked questions about why the village is playing this “shell game”. Deputy Fire Chief J. Asztalos explained that Mark is a retired police officer with the Syracuse Police Department. State law prohibits him, since he's collecting a pension, from making full salary. When he first started with us over ten years ago, he didn't make enough money to go over the cap... what happened in the past is in November and December, there's a mad scramble, and he's taking weeks off at a time to stay under the cap. This year he is being proactive and taking time each week to stay under cap (he is a member of the union). Trustee Bolton made the made the motion. Motion was seconded by Trustee Robinson. Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #007-26

**AMENDMENT OF NSVFDA NOT-FOR-PROFIT CORPORATION LAW
TO NORTH SYRACUSE VOL. FIREFIGHTERS ASSOCIATION, INC.**

Mayor suggested tabling this item until next meeting because there are two trustees not at this meeting. Deputy Fire Chief J. Asztalos advised that representative from Senator Chris Ryan's office is present. Fire Association Board Member Ken



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Ryan spoke of the significance. Deputy Fire Chief J. Asztalos mentioned that due to the lack of approval, the signing of the Cicero Fire Contract will be impacted.

RESOLUTION #008-26

APPOINTMENT OF A DPW FOREMAN

Next item on the agenda is to discuss the appointment of James Wallace, the DPW foreman, contingent upon passing any civil service requirements required. In the past, DPW had a foreman in addition to Superintendent to act as designated second in command. Mayor reached out to union, current superintendent, and Jim Wallace (senior member of DPW) – agreement from all. Making J. Wallace foreman would include an additional \$1.50/hr. in his pay. Motion was made by Trustee Robinson, seconded by Trustee Bolton with discussion. Trustee Bolton questions why this new business can be voted on with two trustees missing but previous and future (potential high money and procedural) items have been tabled. Mayor advised that this is fairly simple; information was sent to trustees and no response. Trustee Bolton is looking for agreement from Robert. Trustee Robinson, as DPW liaison, advised that Supt. E. Ware is currently battling serious health issues that at times prevent him from being able to come into work. Purpose of this item is to formalize that Jim can make the direction. Trustee Bolton concerned that this is creating a new position and we have two trustees not here. Trustee Robinson stated that this is not a new position; will not backfill. Mayor advises that we still have a quorum to conduct business with and a number of other decisions to be made. Options are to table or Mayor can bring to a vote. Trustee Bolton questions the precedence if they act on some other items. Mayor stated that the fire department item was not pressing as is this and other matters on the agenda. Trustee Bolton made the motion to approve, contingent upon J. Wallace passing any civil service requirements for the position. The motion was seconded by Trustee Robinson. Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #009-26

STAFFING TRANSITION OF CLERK/TREASURER NICK ZARZECKI ONTO VILLAGE PAYROLL

Trustee Robinson made the motion to transition Clerk-Treasurer Nick Zarzecki from Staffings to full-time employee. N. Zarzecki has met 400-hour requirement to be transitioned under the village payroll effective 1/9/2026 salary agreement at hire with \$60,000 per year. Motion was seconded by Trustee Bolton. Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #010-26 STAFFING TRANSITION OF DEPUTY CLERK/TREASURER TANYA GALVIN ONTO VILLAGE PAYROLL

Trustee Bolton made the motion to transition Deputy Clerk-Treasurer Tanya Galvin from Staffings to full-time employee. T. Galvin has met 400-hour requirement to be transitioned under the village payroll effective 1/12/2026 salary agreement at hire with \$48,460.08 per year. Motion was seconded by Trustee Bolton. Trustee Robinson and Trustee Bolton both voting in favor of the same.



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RESOLUTION #011-26

STAFFING TRANSITION OF OFFICE ASSISTANT AMY TYLER ONTO VILLAGE PAYROLL

Trustee Bolton made the motion to transition part-time Office Assistant Amy Tyler from Stafkings to full-time employee. A. Tyler has met 400-hour requirement to be transitioned under the village payroll effective 1/9/2026 at \$19.00/hr.- was making \$18.00/hr. through Stafkings. Motion was seconded by Trustee Robinson. Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #012-26

PLANNING COMMISSION FORMAL RESIGNATION OF GREGORY LANCETTE

Trustee Robinson made motion to accept resignation of Gregory Lancette from his position as Chairman of the Planning Commission due to job responsibilities. He is resigning as effective 12/31/25. Motion seconded by Trustee Robinson. Trustee Robinson and Trustee Bolton both voting in favor of the same.

Mayor noted that Jeff Bachstein will be new chairman.

RESOLUTION #013-26

POLICE DEPARTMENT PART-TIME APPOINTMENT

Trustee Robinson made motion to appoint Robert J. Marshall as a part-time village police officer effective 1/12/2026 at \$36.05/hr. Motion was seconded by Trustee Bolton. Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #014-26

DISCUSS ADDENDUM TO POLICE DEPT M.O.U.

Trustee Robinson made motion to allow Mayor to sign the agreement sent to the trustees. Motion was seconded by Trustee Bolton, with discussion. Addendum is set to go until 7/1/2026, but can be changed at any time if all agree. Police Chief C. Fieldson clarified that this is not to satisfy the union contract or eliminate overtime; village is losing two employees this month and staffing demands cannot be met two less full-time employees. Chief also explained that there is back-up assistance from other municipalities; however, having two cars on patrol in the village is preferred. Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #015-26

DISCUSS SENDING POLICE VEHICLE #151 TO AUCTION

Trustee Bolton made motion to start process of sending police SUV 151 to auction. Motion was seconded by Trustee Robinson. Trustee Robinson and Trustee Bolton both voting in favor of the same.

OTHER NEW BUSINESS:

Trustee Robinson raised request for a motion that a trial period (four months) be enacted to move Citizens Voice up on the agenda. Motion was seconded by Trustee Bolton. Mayor suggested waiting for two absent trustees to weigh-in. Trustee Robinson withdrew his motion.



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ADDITION OF ZONING BOARD OF APPEALS MEMBER

Mayor announcement: new member of Zoning Board of Appeals – Matthew Mosconi. There is a need to designate a chairperson.

RESOLUTION #016-26

DISCUSS ACCEPTANCE OF DRIVER'S VILLAGE DONATION TO FIRE DEPT

Mayor stated that he was advised by attorney that the board should make a motion to accept the two annual year-end donation checks from Driver's Village (\$10,000 each to Police Department and Fire Department). Each go into village account but should be designated for use by each department. This is a change to how the donations were previously handled. Trustee Robinson made a motion that the Village accept the monies and use specifically for Fire Department. Trustee Bolton seconded motion. Trustee Robinson and Trustee Bolton both voting in favor of the same.

RESOLUTION #017-26

DISCUSS ACCEPTANCE OF DRIVER'S VILLAGE DONATION TO POLICE DEPT

Trustee Robinson made a motion that the Village accept the monies and use specifically for Police Department. Trustee Bolton seconded motion. Trustee Robinson and Trustee Bolton both voting in favor of the same.

CITIZENS VOICE:

Pat Ferguson (215 So. Main St):

- Years ago, Citizens Voice was at beginning of meeting
- RE: Driver's Village donations were meant to support the village.
- RE: Caretakers – used to be (state) waivers for pension
- Appreciates police officers, even if only two officers on at 2am. Very friendly and helpful
- Arbor Day coming. Think of someone to plant a tree for.
- Friends are moving forward; breakfast, festival, letters for baskets. Making progress
- Trustee Bolton commented about information he got regarding 250-year Arbor Day celebration. He will forward to her.

Ben Howard (100 Park Lane):

- Father was big public servant his whole life. Village is doing a wonderful job. Back in November his daughter got sick and he called 911. A village officer pulled him aside to calm him down, help him breathe (first time dad). He thanked her for that. Very happy with police response.
- Is the fire truck that had a ladder issue fixed? (Confirmed that it is back in service)

Lisa Lioto (356 Chestnut):

- RE: moving Citizens Voice up in meeting schedule. Was wondering if agenda documentation could be sent (Mayor advised that it is public information, it is available, he will ensure that Nick makes future information available).



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Would make it easier for citizens to know what is going on. She would like Citizens Voice to be available twice in each meeting.

- Requested description of change that there may only be one patrol car on duty overnight.
 - Police Chief explained that overnight coverage is limited due to staffing. Not just an issue in North Syracuse; all over. The hiring process is challenging and multiple agencies use the same recruiting list.
- She does not see a "Codes Fund"; was told that the previous software bill was paid from a Codes Fund (A3620.29).
 - Mayor clarified that this was paid from the General Fund.
 - Codes Director invited citizen to come into the Village Hall to review the books.
 - Citizen noted that Cicero has a real time listing of what is in each account.

Ken Ryan (211 Herman Dr):

- RE: DPW – Made mention of the state of village roads during inclement weather.

Chris Strong (202 Lynhurst):

- Agrees that two Citizens Voice sessions per meeting would be helpful so citizens have a say before the board discussion.
- Many viewers online cannot hear the meeting. There was a change since meetings moved downstairs. The audio is atrocious. Tony was also perplexed when he was here. Equipment was purchased twice- sent back?

Jared Petrosky (Senator Chris Ryan's Office):

- New Business items A & B. His office had a meeting set up to discuss his office's stance on that law. Apologizes that meeting did not happen and will be working to reschedule.
- Item C. State Senator Ryan has introduced bill regarding pension (cap).

DEPARTMENT HEAD REPORTS:

Parks Director D. Radell:

- He comes down to test livestream before each meeting. Believes it may be an issue with individuals using microphone correctly. He will continue to look into.
- Next month is Father-Daughter Dance for ages 14 and under.
- Cardboard Sled event is on 2/14 for all ages.
- Dwayne has been investigating the heating issues in the Community Center; lobby and certain rooms are not connected to the furnace. A lot of loose wires found in ceiling – electrician recommended. Air leak in secondary compressor. The account that is usually charged is dwindling.
- Trustee Bolton met with Don regarding potential outdoor gym. Presentation was sent to Board. Expected cost is apx \$200,0000. Up to \$60,000 in funding is available, but village would be responsible for remaining (apx \$140,000). Follow-up meeting 1/21.



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- Trustee Bolton asked Don to look into making Community Center a heating/cooling center.
 - Staff must have a lot of trainings and certifications to do so.

Codes Director L. Nestell:

- Spending a lot of time getting the apartment registry ready.
- Working with Dollar General to go to Planning on Thursday.
- 2 cases in court.
- 118 Grove has paid for his permit (interior restoration), work should be starting.

Deputy Fire Chief J. Asztalos:

- Training for ICS – all firefighters are required to do two certain online courses through FEMA. All village employees should be encouraged to take these in case of emergency.
- Stats:
 - 940 calls in 2025 (up 100 from 2024)
 - 14 structure fires (some as mutual aid)
 - 37 total fires (some with fatalities). Significant increase
 - New bunk-in: Adam Clark (attends OCC. From Fairhaven FD.
 - 2 other perspective new bunk-ins; huge asset to department
 - Many bunk-ins are EMTs as well as firefighters

Police Chief C. Fieldson:

- Looking for lateral transfers; less training and investment required. Send prospects his way.
- December stats:
 - 835 total events
 - 336 property checks
 - 7 domestics investigated
 - 19 motor vehicle crash investigations
 - 106 traffic stops (55 traffic tickets)
 - 9 criminal arrests
 - 3 DWI
 - 6 larcenies (?)
- Looking for preapproval for administrative vehicle at end of its usable life and 2019 Explorer has critical engine failure.
- Feedback is always welcomed from citizens. Goal is to get staffing back to three shifts; doing what we can with what we have and always abide by MOUs.



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Clerk-Treasurer N. Zarzecki:

- Coming up to a busy time in the Clerk's Office – W2s, 1099s, transition to Paychex.

ATTORNEY REPORT:

- N/A

ENGINEER REPORT:

- N/A

DEPUTY MAYOR/TRUSTEES REPORTS:

Trustee Bolton:

- Talked to Don about Carboard Sled Event – this is the 2nd year. Very fun time.
- Shout-out to resident Mary Hewitt who got a group of citizens together from a Facebook post to shovel fire hydrants out in her neighborhood and surrounding streets.

Trustee Robinson:

- Reiterated his interest in getting Citizens Voice moved (at least one session per meeting, to front of meeting).
- Thanked Trustee Bolton for his support for the DPW.

MAYOR'S REPORT

Mayor Butterfield:

- TAP Grant Sidewalks – holdup is state DOT approvals. Out for bidding in Spring is planned
- Comprehensive Plan – Committee will look through draft (rcvd yesterday) and make comments and changes if necessary. This will take village through 2045.
- Police officer canvassing – got quite a few responses, are interviewing and hope to replenish.
- Trustee Robinson will be coming up for an election in June. Certificate of the election needs to be submitted to county by 1/16. Thanked him for his service.
- Community Development 2025 Beautification – façade grants. Big Dip, Karp Law Offices, Twin Trees waiting to hear results
- Clay Community Center Grant will be used to replace our community center elevator. Down payment to make repairs has been paid.
- SWIMs grant submitted for our pool for second time.
- Assemblyman Al Stirpe was hand-delivered a letter requesting assistance with police vehicles, elevator, HVAC.



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Trustee Robinson made the motion to adjourn at 6:55pm. The motion was seconded by Trustee Bolton. The motion was approved; Trustee Bolton and Trustee Robinson all voting in favor of the same.

Respectfully Submitted,

Nick Zarzecki
Village Clerk-Treasurer

