

**VILLAGE OF CANASTOTA
MINUTES
September 21, 2020**

Mayor Elect Warner called the meeting to order at 7:04 p.m. The Pledge of Allegiance was recited.

PRESENT: Mayor Rosanne Warner; Deputy Mayor Jeffrey Carpenter, Trustees Bill McDade, Jeffrey Watkins and Douglas Gustin; Village Administrator Jenn Farwell; DPW Foreman Mark Maxwell; Code Enforcement Officer Michael Adsit; Recreation Specialist Sarah Forth; Deputy Clerk/Treasurer Karen Galavotti; Fire Chief TJ Tornatore; Village Justice Grace Rapasadi

ABSENT: None.

Swearing in of newly elected officials. Clerk/Treasurer Williams administered the Oath of Office to Mayor Elect Rosanne Warner and Trustee Elect Douglas Gustin. Village Justice Grace Rapasadi administered the Oath of Office to Trustee Elect Jeffrey Watkins.

Motion by Trustee Carpenter, seconded by Trustee Watkins, to approve minutes from Special meeting on August 17, 2020. Passed 5 to 0.

Motion by Trustee Watkins seconded by Trustee Gustin, to approve minutes from the Board meeting on September 9, 2020. Passed 5 to 0.

Motion by Trustee McDade, seconded by Trustee Carpenter, to approve the following budget modifications: Increase 3978.01 (NYSERDA Grant) by \$8,000.00; increase 51102.01 (DPW Equipment/Capital) by \$8,000.00; Increase 1570.01 (Charges for Demolition of Unsafe Buildings) by \$3,500.00; Increase 36504.01 (Demolition of Unsafe Buildings) by \$3,500.00. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Carpenter, to approve the General Fund Abstract in the amount of \$30,453.24. Passed 5 to 0.

Motion by Trustee Warner, seconded by Trustee McDade, to approve the Sewer Fund Abstract in the amount of \$21,894.08. Passed 5 to 0.

Department Heads.

Chief Zophy reported on the activity for the Police Department and congratulated the new Trustees and the new Mayor. Trustee Watkins asked Chief Zophy if we have received the letter of resignation from Jonathan Carr. Chief has reached out to him and is waiting for a response.

Code Enforcement Officer Adsit reported that he has issued 67 permits since COVID and he usually issues 60-70 per year on average. He believes that he will issue a total of 80 for 2020 and stated that people have been doing a lot of work on their homes. Junk at the curb has decreased since the letters were sent. He asked the Board to call him if they see something. Code Enforcement Officer Adsit reported that even with COVID he still has to get his 24 hours of annual in-service training to keep

his certification. The webinars he is attending are 2-3 hours a couple of times a week and will count towards his required training and he has to take them when they are offered. CEO Adsit reported that the new duplex on New Boston is almost done and the developer may start another one. CEO Adsit has received lots of permit applications for fences, additions and pools. He has 5 cases for court tomorrow and reported that the attorney is doing a good job. Trustee Carpenter asked about the permitting process for burning. CEO Adsit noted that he has issued 62 permits since the process started and that some people are renewing already. Trustee Carpenter asked if he has had to revoke any permits. CEO Adsit has not revoked any permits but he has denied two (2) because it was not an owner-occupied property. Mayor Warner asked about the concrete plant on Barlow Street, stating that it needs to be mowed. CEO Adsit will contact the concrete place but noted that non-occupied space can let weeds grow as tall as they want but our local law can be enforced at 10 inches.

DPW Foreman Mark Maxwell congratulated the new Board members and stated that he is looking forward to working with them. Foreman Maxwell reported that paving is done and he would like to do more, but with the reduction in CHIPS we cannot do that. Foreman Maxwell reviewed what paving was done this year and advised that because of the reduction in funding, the DPW did the structural repairs in an effort to save money. They repaired 43 structures and he compared the quoted cost from the contractor to make the repairs compared to what it cost the DPW to make the repairs. The savings was \$30,189.39. This savings allowed West Avenue to be paved. Foreman Maxwell noted that his young crew did a great job and believes that with next year and the funding reductions, they are projecting, we will do as much work ourselves as possible. They are now preparing for the snow and the sweeper is out one more day a week with the leaves starting to fall. Mayor Warner asked if they will get to the project on Getmac this year or next spring. Foreman Maxwell advised that the DPW will do it next week. He talked about the work that needs to be done. Mayor Warner gave the history of why this is happening and what we are doing.

Recreation Specialist Sarah Forth advised that Rec has been quiet. She does not have any vendors that have confirmed 100% for Trunk or Treat. The Rec Board will meet to talk about this. Sarah talked about their idea as to how Trunk or Treat would work and asked if the Village wants them to proceed with this. The\ Rec Board is recommending that people need to sign up to participate. Trustee Carpenter stated Sarah if the Rec Board can do this within the guidelines set by the State, he would be okay. Sarah talked about moving the event to Halloween night to discourage people from going home to home for this year. Recreation has added this to their FaceBook and have received positive responses. Mayor Warner advised that there is money in the budget for them to have the event and stated that if they can put it together within the guidelines it should be okay. Sarah is still waiting for people to say that they will participate. Trustee Carpenter would like an update at the next meeting. Sarah spoke about the Craft Fair - they are trying to do a virtual craft fair and are working on the details.

Village Justice Rapasadi congratulated the new board members and complimented the Chief for his work getting the courtroom ready and checking everyone who is entering the building. The Chief

has been able to identify a couple of people who should have been in quarantine, noting that she would not have been able to know this. Judge Rapasadi talked about the procedure for sanitizing the courtroom between uses and she would like to applaud the DPW for their work cleaning the courtroom after every use. The Judge asked about the plexi-glass for the bench. Administrator Farwell asked Foreman Maxwell to respond to this. Foreman Maxwell advised that they have talked about this and he is trying to figure out how to do this and not hurt the bench. He will be back on this tomorrow.

Fire Chief TJ Tornatore reported that the exhaust system needs repair. It was last serviced in 2011. He should have a price for this tomorrow. Chief Tornatore stated that Chief Hannan had started it and it just needs some more information. Chief Tornatore would like to meet with the Mayor some time. Mayor Warner advised that Tony Palamara had started to do a spread sheet regarding equipment replacement. She talked about the Fire Department plan to replace pumper 124 and rescue 125 and replace them with a pumper/rescue combined unit. Both trucks are an American LaFrance and it is difficult to get parts now that American LaFrance is out of business. The truck is \$700,000 now. Chief Tornatore asked the Board to let him know what kind of reports that they want and he will get it for them. Mayor Warner asked about the reports for the Thruway calls. Chief Tornatore advised that he is on top of these and is figuring out the process. Chief Tornatore congratulated everyone.

Wampsville Mayor, Gerald Seymore, came tonight to congratulate his friend, Mayor Warner, and the other new board members.

Delegations.

None.

Motion by Trustee Gustin, seconded by Trustee McDade, to approve the attached Agreement with the Canastota Central School for the Special Patrol Officer for period beginning September 1, 2020 and ending at the end of the 2020-2021 school year, and to authorize the Mayor to execute the same.

Discussion: Trustee Gustin asked if this was previously called the SRO. Trustee Watkins noted that it now has to be listed as SPO. Chief Zophy added that this is the civil service title. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Watkins, to approve the attached agreement with MEID for paint ceilings at Canastota Fire Department, and to authorize the Mayor to execute the same. **Discussion:** Administrator Farwell recommends that this project go back to bid. This was originally sent out and received back in February. COVID hit when we would have done the project. It was over 30 days by the time we were ready to do the project and the bids were only good for 30 days. MEID increased their bid by 21% and is not any longer the lowest bid. Mayor Warner stated that a resident did not feel that it was proper because with the new bid, it was not fair to the other company. Administrator Farwell advised that this was budgeted under the assumption that the pool

would not be open and then the funds would be available. She is still talking with the Town to determine what unspent recreation monies may go back to the Town. Administrator Farwell does not want to make any changes until this is settled. Mayor Warner reminded the Board that at budget time, we talked about using some of the money from the pool if it didn't open. We also talked about using fund balance as a possible source. The Mayor doesn't want to use fund balance with the way that COVID will affect the funding next year. She does want to talk with Supervisor DiVeronica and with the Town of Lincoln. The Mayor wants to finish the work at the pool, also, and doesn't want to use all of the money in the Fire House repairs budget. She would like to find the money in the budget. Motion failed 0 - 5.

Motion by Trustee McDade, seconded by Trustee Watkins, to rebid the painting at the fire house. **Discussion:** Trustee Watkins asked Administrator Farwell to send it to the bidders. The Board talked about where the bid is posted. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee McDade, to accept the resignation of Eric Ali from the Canastota Police Department effective September 26, 2020. **Discussion:** Mayor Warner asked Chief Zophy to thank him for his service. Chief Zophy advised the Board that he received a job in his field. Mayor Warner noted that he is a good person and has been in the field for a while. Passed 5 to 0.

Correspondence.

- Resignation from Part Time Police Officer Eric Ali.
- Thank you note from Dave Burgess (Board of Elections). Mayor Warner noted that the letter calls out Administrator Farwell, Clerk/Treasurer Williams and Deputy Clerk/Treasurer Galavotti; the Mayor thanked them for a good job.

Administrator.

Administrator referred to the Local Law that was distributed at the beginning of the meeting. She advised that this law would change the zoning for Trailer Masters from Industrial Park A to Industrial Park B. Our local process for this requires a recommendation from our Planning Board and County GML review. Administrator Farwell advised that the Public Hearing can be held on October 19 and we can set the Public Hearing now or wait until the October 5, 2020, meeting. The Board discussed when to hold and schedule the Public Hearing.

Motion by Trustee McDade, seconded by Trustee Gustin, to schedule the Public Hearing for the zone change for October 21, 2020 at 7:15 p.m. Passed 5 to 0.

Administrator Farwell advised the Board that she, Chief Zophy and Town Clerk Barres have been working with the organizers of the Hump Day Trump Train regarding a planned rally on September 30, 2020, from 3 - 6 p.m. They are looking at using the Skate Park as the location of choice. Mayor Warner asked what this group does. Administrator Farwell explained that they hold signs and they cheer. Mayor Warner asked if we need to do a motion and Administrator Farwell advised that a motion is not needed.

Administrator Farwell talked with the Board about a Joint Board meeting with the Town of Lenox for October and noted that it is the Town's turn to host. The meeting will be on October 12, Columbus Day, at 6:00 p.m. Administrator Farwell will bring this to the Town and then email our Board members. Now that we are meeting in person, Administrator Farwell asked the Board if they would like to have a Joint Village/Town/School meeting. Trustee Carpenter asked if we should involve the school at the upcoming meeting with the Town. Mayor Warner believes that there is too much to talk about with the Town to put it on the same night as the Town meeting. She will leave it up to Supervisor DiVeronica if he wants it all together or another night. Administrator Farwell stated that the Mayor asked her for a report on ongoing projects - she will have it for the next meeting. Administrator Farwell spoke about the Main Street Grant, which is a partnership with the County and she gave a brief description of the status of each project and noted that most of the projects are coming to an end and will be done this fall. Trustee Carpenter asked about the Farr Building Project completion date. Administrator Farwell does not have that. Mayor Warner asked the status of the old Farr Building and was told that they did not have a date. They are still having trouble with the windows. They told the Mayor that the last project that they did took two (2) years and they do not know when it will be complete. The Mayor let them know that the Board is very supportive and looking forward to completion of the project.

Administrator Farwell talked about the Pocket Community project, which was a partnership with the County - the committee has received the proposals and have interviewed the proposers. She reported that two (2) groups were asked to provide some more information that was due today - there were three (3) bidders on that project.

Administrator Farwell advised the Board that the electric car chargers are ready - they are mixing the cement to fill the bollards tonight. These should be up and functioning soon. She also reported that the car for the Codes Department has been ordered and this was done at no cost to the Village. The chargers can now be found on the app. Administrator Farwell will be meeting with the electrician for the work that still needs to be done in the Village changing lights to LED. Mayor Warner asked where we are plugging in the Codes car. Administrator Farwell advised that it will get plugged in at the electric chargers and it will know that the charge is free of charge because of the way it will be set up.

Administrator Farwell is working on redoing the website - she had the first preview today. It is more modernized and has more pictures than our current website. It is also more user-friendly on our end -

we can do the updates ourselves and it will be easier for us. Mayor Warner asked for an ETA for completion. Administrator Farwell stated that it will be done in the next couple of weeks - she needs some more recent photos. Mayor Warner asked about testing the links. Administrator Farwell advised that they are doing that now. Administrator Farwell advised the new Trustees that they will have new email addresses. Trustee Carpenter asked about the remaining money and what are we using it for. Administrator Farwell talked about the additional work to be done. Trustee Watkins asked what changed at the ball fields. Administrator Farwell described the improvements at the ball field. Trustee Watkins asked if this work was to be done this year or next. Administrator Farwell advised that we are hoping for this year, but that depends on when the lights come in.

Mayor.

Mayor Warner asked Administrator Farwell to do something in writing for the Board members. The Mayor will also write a report to give to the Board members every week. Mayor Warner asked the Board to think about which liaison appointments they would like and she talked about what the liaisons would do. The Mayor talked about some issues that exist in the Village regarding the 911 address numbering. She gave some examples of the problems and stated that the County will be moving forward with a project to correct these problems. The Village would have to notify the property owners of the change of address. The Mayor asked the Board if this is something that we wanted to do. Trustee Gustin stated that he can look at this and will work with the Post Office. Trustee Watkins asked Chief Zophy if they have problems with responding to calls because of the addressing issues. The Chief stated that because his department answers so many calls, they are used to it. He did note that the Barlow Street numbers are confusing, but they are used to it. Chief Zophy believes that they are spot problems and referenced the changes with Canal Street that happened. The Board discussed this situation. Mayor Warner asked the Chief if there is something that we need to do. Chief Zophy doesn't think that this is something that we need to do. Trustee Watkins thinks that we need to look at the problem areas and address them. Administrator Farwell noted that Code Enforcement Officer Adsit has been working with the County on New Boston Street. The Mayor thanked Trustee Gustin for agreeing to work on this.

Mayor Warner advised that Beautification has hardy mums that they were going to plant at the 911 Memorial and they wanted \$75.00 to purchase them in addition to what was being donated. The Mayor talked about ideas for future projects. Foreman Maxwell advised the Mayor that the seasonal banners, snowflakes and ribbons are stored at the DPW.

The Mayor talked about the tree dedication program and noted that there would likely be no grant this year because of COVID.

Mayor Warner stated that she spoke with a lot of people during her campaign about problems with the sewer system. The Board talked about the status of the sewer system in the Village and the lines that come in under the Canal. Mayor Warner talked about the property north of the Thruway and

the problem with bringing sewers to that area. The Mayor would like to put a committee together to get information on the condition of the sewers. She reminded the Board that we have already had a break under the Thruway and stated that we need to look for grants and apply for them jointly with the Town. The Mayor would like to have a CHS grad, former Village employees and current Village employees come together to review and look for grants.

Mayor Warner would like to do a newsletter monthly and also have an official FaceBook page that can be run by the Village staff. The Mayor talked to Madison County Chairman John Becker about the County's YouTube page.

The Mayor would like meeting minutes from Beautification, Recreation, Planning and Zoning included in the Village Board meeting packets.

The Mayor asked Administrator Farwell for an update on the South Canal Street property. Administrator Farwell updated the Board and stated that we are moving as fast as we legally can. The owners were given 30 days at the August 17, 2020 meeting and there was no progress as of two (2) weeks ago. Our attorney told us to go ahead with the asbestos report. After the report is received, we can put the bid package together. Trustee Watkins asked if this was the only company that we contacted. Administrator Farwell advised that it is and now that we have the money in the budget, we can check with other vendors for a better price. The Board talked about boarding up the structure. Trustee Watkins asked Chief Zophy if there have been any calls at the property. Chief Zophy advised that there have been no calls. The Mayor wants to reach out to the other communities to see how they are getting homes and structures down after a fire, adding that our process has taken too long. Administrator Farwell reminded the Board that the delay was because of COVID. Chief Zophy gave the Board the history of what happened with this property from the time of the fire and how COVID and a conflict of interest impacted the process.

Trustee Comments.

Trustee McDade would like to congratulate Mayor Warner, Trustees Gustin and Trustee Watkins and would like to acknowledge the mandate that the voters gave in the landslide victory. Trustee McDade stated that we need to work together for the Village of Canastota and pledged that he will do everything to help this.

Trustee Carpenter congratulated the Mayor and new Trustees and welcomed them to the Board. Trustee Carpenter looks forward to working with all of them. He asked about the trees being replaced on Peterboro Street. Administrator Farwell advised that there are nine (9) trees on Peterboro Street that need to be taken care of.

Trustee Gustin thanked the residents of Canastota for the confidence they placed in him, Mayor Warner and Trustee Watkins. He noted that this is not an easy process and he looks forward to working with everyone and stated that it is an honor to be here.

Trustee Watkins is happy to be here and happy to work with the Village and the Board and looks forward to moving the Village forward.

Mayor Warner advised the Board that she is appointing Trustee Carpenter as Deputy Mayor, noting that she values his opinion. Trustee Carpenter accepted the appointment, adding that it will be an honor.

Mayor Warner would also like to re-appoint Clerk/Treasurer Williams and Deputy Clerk/Treasurer Galavotti to their positions.

Motion by Trustee McDade, seconded by Trustee Gustin, to approve the appointment of Clerk/Treasurer Catherine Williams and Deputy Clerk/Treasurer Catherina Galavotti to terms expiring at the organizational meeting in April of 2022. Passed 5 to 0.

The Board talked about other appointments that need to be made at the next meeting.

Trustee Carpenter suggested that we put a metal roof on the pool building. After discussion, Mayor Warner stated that she will look into that and likes to have participation.

Adjourn.

Motion by Trustee Warner, seconded by Trustee Carpenter, to adjourn at 8:52 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams
Clerk/Treasurer