

VILLAGE OF CANASTOTA  
MINUTES  
August 2, 2021

Mayor Warner called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

PRESENT: Mayor Rosanne Warner; Deputy Mayor Jeffrey Carpenter; Trustees Bill McDade and Douglas Gustin; Village Administrator Jenn Farwell; Bruce Burke of PAC 99.

ABSENT: Trustee Jeffrey Watkins.

Motion by Trustee McDade, seconded by Trustee Carpenter, to approve the minutes of the June 11, 2021, special meeting. Passed 4 to 0.

Motion by Trustee McDade, seconded by Trustee Gustin, to approve the minutes of the June 21, 2021, regular meeting. Passed 4 to 0.

Motion by Trustee McDade, seconded by Trustee Carpenter, to approve the attached General Fund Abstract in the amount of \$44,353.86. Passed 4 to 0.

Motion by Trustee Carpenter, seconded by Trustee Gustin, to approve the attached Sewer Fund Abstract in the amount of \$13,036.46. Passed 4 to 0.

**Public Comments.**

None.

Motion by Trustee Carpenter, seconded by Trustee McDade, authorizing a wire transfer to be sent to M&T Bank in the amount of \$974.00 from the Sewer Fund (97107.02 Interest on Debt Service) for the administrative fees due on the 2004 EFC Phase 3 & 4 Bonds. Passed 4 to 0.

Motion by Trustee McDade, seconded by Trustee Carpenter, approving the attached New Position Duties Statement for the Police Chief and authorizing the Mayor to execute the same. **Discussion:** Trustee Gustin asked if there is a previous Position Duty Statement for this and if we have copies on file. Administrator Farwell noted that this is not a job description but this a New Position Duty Statement and explained the difference. Trustee Gustin asked if civil service has this position already or do we have to do it. Administrator Farwell explained that because former Chief Zophy retired, we had to do a new Statement. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee Carpenter, approving a credit in the amount of \$188.75 against the sewer charges on the March 31, 2021, OCWA bill for property owned by Gary Heffron and located at 122 Buck Street, Canastota, New York. (Note: The reason for the excess water consumption was due to a toilet leak that was fixed during this billing cycle.) **Discussion:** The Mayor noted that the owner owns several units. If we get one from this owner for a different property, we would have to consider that request. Trustee Gustin explained that this is a multi-

family unity. Clerk/Treasurer Williams advised that she has created the list that the Board requested to track the requests. Passed 4 to 0.

Motion by Trustee Gustin, seconded by Trustee McDade, to appoint Tammy Wratten to a 5-year term on the Zoning Board of Appeals to fill the vacancy created by Cora Johnson. **Discussion:** Trustee McDade asked if we have met this woman. The Mayor does know her and reviewed her background with the Board. The Mayor noted that we now have a full board on ZBA. She also noted that we are waiting for Don Forth's resignation from the Planning Board to appoint a new person to that Board.

**Correspondence.**

- Notice from the Comptroller's Office that our extension request for the AUD was approved.
- Tree letter from Patricia and Stephen Lyman at 240 Rosewood Circle.
- Tree letter from Daniel Hamer of 126 Pleasant Street.
- Sidewalk request from Robert Benjamin of 109 Delano Avenue.

**Administrator.**

Administrator Farwell reported that the CFA for the force main went in at \$1.25 million. We sent 8 letters of support and also had a letter of support from the Oneida Indian Nation. Administrator Farwell reported that Canastota has the third highest ranking in CNY for the Clean Energy Communities. She is looking for other projects. The Mayor asked what makes us the third highest and Administrator Farwell explained what we did and the criteria for the ranking. Trustee Carpenter asked if we knew which communities were first and second.

Administrator Farwell reported that we have received \$232,077.43 in ARPA money.

Administrator Farwell advised that Board that the Police Department server is dying rapidly and that we have had some work done, but it needs to be replaced. She advised that the new server and backup will be about \$8,000 and that we will need to do a budget modification at the next meeting as we will need to do something soon. The scanners in the Police Department and Clerk's Office do not work. It is a problem with the firmware - recent updates have caused problems. Integra is working on the problems, but the age of copier is a problem. Administrator Farwell explained that maybe we can look at desktop scanners like the Court is using. Administrator Farwell reported that the Board talked about options. The quotes that were received were 1) \$7,887.68 from Silver City; 2) \$7,982.00 from Integra; and 3) \$10,000+ from Amazon. Trustee McDade talked about the difference between the carbonite backup from Silver City and the backup that Integra is proposing

which is a multiple layer system. The Board discussed the matter and would like to go with the quote from Integra.

**Mayor.**

The Mayor received an invitation from Rep. Tenney's Office for a legislative update meeting. The Mayor has still not heard from State Parks on the parking lot. Mayor Warner noted that the SPO contract went to the school. The Mayor noted that she has received complaints about RVs being parking in front of homes.

Mayor Warner received a complaint from a MacArthur Street resident about a tree. She also complained that there is no place to turn around. The Mayor suggested a "No Outlet" sign on the street. She will talk to DPW Foreman Maxwell when he returns. Trustee Gustin advised that when MacArthur was done a few years ago, it was ground to the sides of the street. He stated that there is a dip in the middle and the residents are concerned that there is a problem in the road. The Board talked about whether there is a "Dead End" sign at the beginning of the road near Main Street and determined that there was. The Board also talked about possible solutions to the no turn around at the end of the street. They discussed a problem that a resident on MacArthur Street is having with a concrete pad collapsing.

Mayor Warner talked about the Use of Force Policy from the Police Reform Plan. It was distributed to the police officers and they signed off on it.

The Mayor talked about the UV Project. She noted that Laberge will send us a quote to do an update to the Tri-con system. The Mayor reported that there was a meeting last week with NWT and Laberge. Jim Cunningham believes that he can work with Laberge on this project - it was a good meeting. Laberge is also looking at the option of chlorination and dechlorination - they think that there is enough room to do this right in the pipe. They will send a quote to add this to the project also. Mayor Warner talked about the conversation during the meeting and where it lead. The Mayor talked about the sales tax monies received recently and the split between last year and this year.

Mayor Warner advised the Board that she is still working on the PBA contract and is hoping to set up a conference later this week.

**Trustee Comments.**

Trustee Carpenter has nothing tonight.

Trustee McDade has nothing tonight.

Trustee Gustin has nothing tonight.

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**Adjourn.**

Motion by Trustee Gustin, seconded by Trustee McDade, to adjourn at 7:37 p.m. Passed 4 to 0.

Respectfully submitted,

*Catherine E. Williams*

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Clerk/Treasurer