

VILLAGE OF CANASTOTA
MINUTES
August 6, 2025

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

PRESENT: Deputy Mayor Doug Gustin; Trustees Lori Torrey, Jeff Watkins and Bill Haddad; Village Administrator Jeremy Ryan; Jamie Kowalczyk from Madison County Planning; Andrew Burns and Jacob Lewis of Passero; Javier Zavaleta and Chris Trebasani of Housing Visions; Stacy Marris, Esq. of Costello Cooney & Fearon; Mark Taylor and Adam Clark.

ABSENT: Mayor Rosanne Warner.

Motion by Trustee Watkins, seconded by Trustee Haddad, to approve the following items (3 - 12) as a consent agenda:

Motion approving the attached minutes from May 19, 2025 Regular Meeting, June 4, 2025 Regular Meeting, July 23, 2025 Special Meeting and July 23, 2025 Administrative Hearing.

Motion to approve the following budget modifications: Increase 31202.01 (Police Capital) by \$ 43,272.84 for the purchase of and graphics for the new police vehicle (we are awaiting amounts for the outfitting); increase 97856.01 (Principal on Installment Purchase) by \$21,781.91 for the lease of the new jet machine; increase 36504.01 (Demolition of Unsafe Structures) by \$800.00 (this is for the Asbestos Survey).

Motion approving the attached Master Lease Purchase Agreement between the Village and ROC Leasing LLC d/b/a Real Lease for the purchase of the 2023 747-FR2000 Trailer Mounted Sewer Cleaner, serial #WO9906 from CYNCON Equipment in the amount of \$95,000.00, with annual payments of principal and interest in the amount of \$21,781.91 beginning on August 6, 2025 in and ending on August 6, 2029, and authorizing Deputy Mayor Douglas Gustin to execute same.

Motion to approve payment of the following abstracts:

- a. General Fund Abstract in the amount of \$81,863.80;
- b. Sewer Fund Abstract in the amount of \$46,948.46.

Motion approving the following payments to AccuData from General Fund Account No. 16204.01.155 (Payroll Service): \$232.40 for payroll dated 7/17/2025; \$200.45 for payroll dated 7/24/2025; and \$199.83 for payroll dated July 31, 2025.

Motion approving payments totaling \$3,488.10 from the General Fund to MBI for health insurance debit card transactions from July 1, 2025 - July 31, 2025.

Village of Canastota
August 6, 2025
Page 2 of 6

Motion approving a credit in the amount of \$28.41 against the sewer charges on the March 31, 2025, OCWA bill for property owned by Mark LaClair. and located at 113 W Park Street, Canastota, New York. (Note: The reason for the excess water consumption is unknown. OCWA reports prior issue was a leak in the crawl space. Dye test conducted and plumber inspected current issue and no cause was determined. OCWA has monitored usage for 90 days and reports consumption has dropped significantly.)

Motion approving the attached Artist Performance Contract between the Village and The Strangers in the amount of \$500.00, for a Summer Concert Series performance at the Boxing Hall of Fame on August 7, 2025, and authorizing Deputy Mayor Douglas Gustin to execute the same. (Note: this band is filling in for the band originally scheduled to perform at no additional cost.)

Motion approving the attached Contract Change Order #2 between the Village and Colden Enterprises, Inc., dated July 29, 2025, resulting in a credit in the amount of \$1,596.00, and authorizing Deputy Mayor Douglas Gustin to execute same. (Note: this change order is a result of the manufacturer of the lights for the new fire truck going out of business.)

Motion awarding the contract for the mini-bid purchase of a 2025 Dodge Durango to Nielsen of Morristown, Inc. with a low-bid of \$42,354.84 and authorizing Deputy Mayor Gustin to execute the Notice of Award

Consent items Passed 4 to 0.

Actions regarding proposed Local Law B of 2025 creating Planned Development District (Canalside Pocket Neighborhood) at 160 East Center Street, Village of Canastota.

Deputy Mayor Gustin asked Stacy Marris, Esq., of Costello Cooney & Fearon, to conduct this portion of the agenda. Attorney Marris asked the applicants if they would like to address the Board. Andrew Burns of Passero, the engineers for the applicant, noted that they have received and responded to the comments from Village engineer John Dunkle and that they have the will-serve letters and updated traffic analysis. He reviewed the additional information for the traffic plan. They did a preliminary wetland investigation as requested by DEC - no wetlands were found.

Attorney Marris advised that Part I of the SEQRA has been done by the applicant and asked if the Board wanted to go over each question or go over the resolution. Trustee Watkins would like to vote on this and not review it. Deputy Mayor Gustin stated that everything seems to be answered and he is okay with voting. Attorney Marris reviewed the process for granting the Planned Development District and why we have the SEQRA and Local Law to create the district.

Motion by Trustee Haddad, seconded by Trustee Torrey, to approve the SEQRA negative declaration resolution dated August 6, 2025. **Discussion:** Trustee Watkins confirmed that this is just for SEQRA issuing a negative declaration. A roll call vote is required. Deputy Mayor Gustin votes yes. Trustee Haddad votes yes. Trustee Torrey votes yes. Trustee Watkins votes yes. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, to adopt the attached Resolution introducing Local Law No. B of 2025, A Local Law Creating the Canalside Pocket Neighborhood Planned Development District. A roll call vote is required. Deputy Mayor Gustin votes yes. Trustee Haddad votes yes. Trustee Torrey votes yes. Trustee Watkins votes no. Passed 3 to 1.

Attorney Marris will provide final documents to the Clerk's Office tomorrow.

Motion by Trustee Watkins, seconded by Trustee Torrey, approving the following events requested by the Recreation Board:

- a. to hold Dye Dash on Saturday, October 4, 2025, at the Recreation Field beginning at noon. Registration fee is set at \$20/person with up to \$10/person going towards the cost of teeshirts. A minimum of 20 registrants by September 20 is needed or the event will be canceled. The budget line for this event is \$1,400.00;
- b. to hold Senior Apple Picking on Wednesday, September 24, 2025, from 9 a.m. to 2 p.m. The cost is free for residents and \$5.00 for non-residents. The budget for this event is \$500 from Senior Activities. Expenses are wagon rental at Critz and bus rental;
- c. to hold American Sign Language Classes on Tuesdays in October in the Lawson Room of the Public Library from 6 - 8 p.m. The registration fee is \$20/person and the fee to the instructor is \$100/week (\$400 total). A minimum of 10 registrants per class is required by September 30, 2025, or the program will be canceled. There is a maximum of 20 registrants per class;
- d. to hold Trunk or Treat on October 25, 2025, from 12 p.m. - 2 p.m. at the Douglas Chandler Firemen's Field. Expenses to come from the Trunk or Treat Budget Line.

Passed 4 to 0.

Public Comments.

Adam Clark approached the Board with an interest in purchasing more land in the Business Park. He presented the Board with a packet for his company vision. Mr. Clark would like Canastota to be the headquarters for all of his companies. He talked with the Board about his vision and noted that he needs more space. Mr. Clark talked about the other businesses that he owns and what his plans are for moving those companies to Canastota and he talked about the App that he has

developed and how it will be used. Mr. Clark wants the corner lot on the other side of Subaru. Phase I will be a building of about 8,000 - 9,000 square feet to begin with. Mr. Clark would like to purchase the property cheap and wants to get the building built, get it on the tax roll and hire people and get moving. Administrator Ryan gave his contact information to Mr. Clark so Mr. Clark could submit a purchase offer for the property. Trustee Torrey asked if Mr. Clark's company only hires from the trade school. Mr. Clark would like to put in a facility to train people himself.

Grant Applications:

BRICKS Grant - SEQR review - the Board reviewed the SEQR Part 1 for this project and completed Part 2.

Motion by Trustee Haddad, seconded by Trustee Watkins, approving the attached Resolution supporting the grant application, accepting Lead Agency Status, determining the matter to be an unlisted activity and issuing a Negative Declaration. Passed 4 to 0.

WIIA Grant - SEQR review - the Board reviewed the SEQR Part 1 for this project and completed Part 2.

Motion by Trustee Watkins, seconded by Trustee Haddad, approving the attached Resolution supporting the grant application, accepting Lead Agency Status, determining the matter to be an unlisted activity and issuing a Negative Declaration. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, approving the attached Resolution Calling for a Public Hearing on a Community Development Block Grant Planning Application to support Canastota Dairy's continued growth within their facility located at 4 Rasbach Street in the Village. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving the appointment of Hailie Chandler to the position of part-time Office Assistant I with the Police Department the rate of \$19.00/hour effective August 13, 2025, subject to a satisfactory background report. **Discussion:** Trustee Watkins asked if we had many people interested, noting that he did not get any information. Administrator Ryan advised that we had 5 - 6 applicants. Passed 4 to 0.

Administrator Comments

Administrator Ryan advised the Board that we received permission from the Oneida Indian Nation to enter their property to clean up the creek after the flood. Administrator Ryan will coordinate clean up with the Town of Lenox and Madison County Soil and Water. Trustee Watkins asked if we

found how who is responsible for the creeks. Administrator Ryan has not, but he will continue working on it.

Administrator Ryan advised that we are still waiting for Sheridan engineering to finalize their review of the police garage - the roof is leaking and there is possible additional repairs that may be needed. Administrator Ryan wants to do the work on the roof but would like to have an idea of the status of the whole building before moving forward.

The Recreation Department is running out of space for storage of supplies. Administrator Ryan reached out to Little League about their request to put a storage shed at the Rec Park. He will make this same request to Pop Warner for them to store their inventory. Trustee Watkins asked about the storage garage at the Rec Field that we should be able to use. The Board talked about what was being kept in the garage and who should be using it. Trustee Watkins asked about the Little League press box that they should be using for storage. The Board would like Recreation Leader Bealer to tell Little League and Pop Warner that they need to put their stuff where it is supposed to go. The Board discussed the status of the electrical project at the batting cages at the Rec Park.

Administrator Ryan talked about 116 Mill Street - the property owner did not take any action to demolish the structure. The asbestos report has been ordered.

Administrator Ryan advised that the carnival plan is moving forward and Canastota Dairy will let us use their field for parking. Pop Warner will collect bottles and cans for a donation. The porta potties have been ordered. Recreation Leader Bealer is working on a live band for Saturday night and a food truck for each night.

Trustees Comments.

Deputy Mayor Gustin advised that CanalStota went well and publicly thanked Recreation Leader Bealer for all she did.

Trustee Watkins has nothing tonight.

Trustee Torrey asked who there is no stop sign at St. Agatha's (Wilson and Spencer Streets.) Deputy Mayor Gustin noted that this is a 2-way stop not a 4-way stop and the Board talked about the stop sign traveling east and west on Wilson Avenue but no stop sign traveling north and south on Spencer Street. Trustee Torrey was questioned about this by a concerned resident who noted that it is hard to see. The Board also talked about other areas with similar stop signs.

Motion by Trustee Watkins, seconded by Trustee Haddad, to enter Executive Session at 7:49 p.m. regarding PBA contract. Passed 4 to 0.

Village of Canastota
August 6, 2025
Page 6 of 6

Motion by Trustee Haddad, seconded by Trustee Watkins, to exit Executive Session at 8:12 p.m.
Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, to approve the Memorandum of Agreement between the Canastota PBA represented by NYSUPA and the Village of Canastota.
Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, to adjourn at 8:13 p.m. Passed 4 to 0.

Respectfully submitted,

Catherine E. Williams

Catherine E. Williams
Clerk/Treasurer