

VILLAGE OF CANASTOTA  
MINUTES  
August 20, 2025

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

PRESENT: Mayor Rosanne Warner; Deputy Mayor Doug Gustin; Trustee Bill Haddad; Village Administrator Jeremy Ryan; Code Enforcement Officer Mike Adsit; DPW Foreman Doug Holdridge; Recreation Leader Cherie Bealer; Village Historian David Sadler; Eric Stone of Canastota Dairy; and Mark Taylor.

ABSENT: Trustees Lori Torrey and Jeffrey Watkins.

Motion by Trustee Gustin, seconded by Trustee Haddad to approve items the following as a consent agenda:

the attached minutes of the August 6, 2025 and August 7, 2025 meetings;

the following budget modifications: increase 51124.01 (CHIPS Appropriation) by \$13,930.40; increase 2501.01 (CHIPS Revenue) by \$13,930.40. (Note: this increase is to accommodate the actual amount of CHIPS allocation for the Village in the amount of \$198,930.40, which was not available until after adoption of the 2025-2026 budget);

a loan from the General Fund to the Capital Projects Fund in the amount of \$81,983.10. (Note: this is to pay for the expenses of the FEMA Air Pack Grant in the Capital Projects Fund. The loan will be repaid through the Grant Funds and the matching contributions from Wampsville and Lincoln Fire Departments);

the attached Agreement between the Village and the International Boxing Hall of Fame, Inc. in the amount of \$8,000.00 for fiscal year 2025-2026, and authorizing the Mayor to execute the same;

payment of the following abstracts:

- a. General Fund Abstract in the amount of \$121,389.74;
- b. Sewer Fund Abstract in the amount of \$7,697.00; and
- c. Capital Fund Abstract in the amount of \$81,983.10.

payments to AccuData from General Fund Account No. 16204.01.155 (Payroll Service): \$199.83 for payroll dated 8/7/2025; \$209.83 for payroll dated 8/14/2025;

declaring the following equipment as surplus and of no further use to the Village and authorizing the disposal of said equipment as indicated: 1) 1995 Ford F-350 pickup truck (auction); 2) 1997 Sewer Equipment Co. Sewer Jet Machine (auction); 3) 2003 Bri-Mar utility trailer (auction);

4) Crews mow (donate or trash); 5) Fire Chief mows (scrap); and 6) assorted lamppost banners (donate or trash).

Passed 4 to 0.

### **Public Comments.**

Mark Taylor asked about the fee schedule for organizations holding events in the Village. Mayor Warner noted that we are waiting for Trustee Watkins to finish the work on this. Mr. Taylor asked if we own the Erie Mill yet. The Mayor advised that we are waiting for a closing in a couple of weeks.

### **Department Heads.**

Fire Chief Lyle Chafee advised that they have been busy with calls and getting ready for the field days. They are all set for the boot drive and will be set up at both bridges at Peterboro Street and Main Street. They are coordinating traffic control with the police department. The Mayor asked about the number of calls in June - the report shows over 100 calls. Chief Chafee noted that it was because of the flood. The Mayor asked about a discrepancy in the numbers on the report. Chief Chafee will check with the report person.

Chief Chafee advised that they are working on a siren for storm warnings. He noted that we do not have a separate siren for weather related issues - he is hoping that we may be able to get a free one from another department. The siren would have to be different from our horn so that people knew the difference between a fire and a weather emergency.

Code Enforcement Officer Adsit asked the Board if they had any questions on his monthly report. The Mayor noted that there are a lot of cars and mowing notes. Trustee Haddad asked about the culverts on First Street in front of the duplexes. He wants to know who maintains the ditches and culverts. They need to be cleaned out to make sure that the water can flow. The Mayor noted that in the past, CEO Adsit has advised that it is the property owners responsibility to maintain the ditch and culvert. DPW Foreman Holdridge advised that his crew cleaned it out recently and he talked about what he did recently to clean it out by hand. He noted that where he cleaned it out on Monday it was dammed back up again on Tuesday. DPW Foreman Holdridge talked about the problem with the culvert being higher than the ditch so the water cannot flow properly. The people who are mowing noted that they cannot get in there because it is wet. Mayor Warner asked CEO Adsit to let the developer know that there is a problem and to take care of the drainage. The Mayor asked why the developer is not being made to maintain the culverts. The Mayor and CEO Adsit talked about the area and the problem with the fact that the drainage ditches are not being maintained. The Mayor would like to look at the local law to make sure that it doesn't happen again. The Board talked about what was on the approval during subdivision regarding the open ditches. Trustee Haddad remembers

from the Mayor's taking out from the CEO Adsit's comments

Trustee Haddad noted that there was water in the ditch when we did not have any rain. DPW Foreman Holdridge stated that a sewer was being replaced on Middle Drive and the company was 12 feet in the ground and the ground was dry.

7:15 p.m. Department Head comments were paused for the Public Hearing.

**7:15 p.m. 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.**

Mayor Warner opened the public hearing and read the Notice of Public Hearing out loud. Eric Stone of Canastota Dairy thanked the Mayor for the Village's support and he hopes that with all of the extra work, the project will come to fruition. The Mayor thanked Mr. Stone for all of the jobs that Canastota Dairy is proposing to create with this project. The Mayor asked three (3) times if anyone was here to speak for or against the grant application to support Canastota Dairy's continued growth at the Rasbach Street facility - no response was received.

Motion by Trustee Haddad, seconded by Trustee Gustin, to close the public hearing at 7:16 p.m. Passed 3 to 0.

**Department Head Comments Resumed**

CEO Adsit advised that the RFP for Mill Street is ready to go.

Recreation Leader Bealer reviewed her report with the Board. She is talking with Administrator Ryan and Mayor Warner about signs for the pool - they would like something more durable that won't get damaged in the winter. Recreation Leader Bealer reviewed the fall events - it was noted that second spaces for the Craft Fair won't be given until October 1. They are looking at using the whole building at Theodore's again this year. ASL will have 2 levels this year. Volleyball skills and drills will be scheduled between fall and winter sports - she is working on this with the school volleyball coaches. Recreation Leader Bealer talked about some new events that they are working on and talked about the issues with food trucks at some of our events. The Board talked about possibilities for food trucks going forward. The request from AYSO for practice space was discussed. Administrator Ryan noted that we have allowed space to AYSO at the Rec Field. He noted that anything that would happen at the Industrial Park would take years and thousands and thousands of dollars. Trustee Gustin noted that they measured a few fields at the Rec Park. Administrator Ryan suggested that AYSO would need to put a fence up to keep the ball from going in the road. The Board talked about what can be done and who should do it. Trustee Haddad asked what they are doing to be ready for next year. He is asking what AYSO is willing to do to get the Industrial Park ready for next year. The Board discussed the possibility of eventually using the

~~It is not the Board's job to know what AYSO is going to do.~~

Village create the requested field. Mayor Warner stated that AYSO cannot rely on the DPW to do the work. The Mayor noted that we have been hearing from AYSO about field issues for years when the seasons are ready to begin and then we do not hear from them again during or after the season until it is ready to begin again. Trustee Haddad said that he had someone suggest that a bocce court be part of the CIAO. Mayor Warner noted that the CIAO committee tried that once, but no one participated. Chief Chafee asked why the CIAO festival is not held at the Firemen's Field. The Mayor advised that it is because of the exposure - they like being seen on Canal Street. The Mayor and Chief Chafee talked about using the pole barn for the future festivals.

DPW Foreman Holdridge reviewed his report with the Board. The City of Oneida came in with their sewer camera and found a pipe on Delano that needs repair. They also looked at Emily Seeber's house on West Hickory Street and did not find the manhole that is on the map. He noted that they still have more work to do. The DPW put grass seed at the Firemen's Field. Foreman Holdridge described the work that they did at the ditch line at the spring house in Clockville. The Mayor asked if all of the garbage was taken care of and DPW Foreman Holdridge advised that he did not see any garbage. They also cleaned up the ditch and some fallen trees. Sidewalks have been started and concrete is coming on Wednesday. DPW Foreman Holdridge reviewed his schedule for the Board. The Mayor advised that she spoke with a resident about sidewalks and sent him the form to fill out and send back in. The resident would like to do all of the work himself. The Mayor and DPW Foreman Holdridge talked about working this into the DPW schedule. Trustee Haddad asked about the orange pipe that was talked about and DPW Foreman Holdridge explained what it is and why it is a problem in many areas. It was used as sewer pipe many years ago and it is crumbling and flattening in many areas. Chief Chafee asked about the creek that comes behind the funeral home on James Street because it needs to be cleaned out. CEO Adsit spoke about the conversations he has had with Town Supervisor Pinard. The Mayor noted that the Army Corps of Engineers stated that the creek is the responsibility of the property owners. DPW Foreman Holdridge talked about what he found when looking at the ditches by the Thruway.

Village Historian David Sadler noted that he is working on some more historical markers and is hoping to have some more for next year. He talked about the locations of the markers. The Mayor offered any help we can give to Mr. Sadler.

Motion by Trustee Haddad, seconded by Trustee Gustin, approving the appointment of Joseph Warner to the position of full-time Laborer with the DPW at Step 4 with an hourly rate of \$19.97 effective September 3, 2025. **Discussion:** The Mayor noted that he is a shirt-tail relative of her husband. Trustees Gustin and Haddad know Joseph Warner and vouched for him and recommend him for the job. Passed 3 to 0.

Motion by Trustee Gustin, seconded by Trustee Haddad, approving the attached request from Chief Barton to close South Peterboro Street from Railroad Street north to Canal Street on September 11,



~~Administrator Ryan~~ ~~the~~ ~~new~~ ~~Dungwash~~ ~~head~~ ~~is~~ ~~now~~ ~~at~~ ~~NY~~ ~~Energy~~

Vehicles for upfitting. We will receive the insurance check once we can deliver the damaged vehicle to the insurance company.

We should get the engineering report on the police garage next week.

The first phase of the brownfield remediation project will start next week at the DPW. Soil clean up will start in the spring. The electrical work is being done now.

There is a meeting with Housing Visions tomorrow at 2:30 p.m. to give an update on the Pocket Community.

The firehouse renovations will be the first project on the NY Forward list to get underway. The DOS will schedule a meeting with us to get the projecting moving forward. Trustee Haddad asked Administrator Ryan about the welcome signs. Administrator Ryan will work on them.

### **Mayor's Comments.**

The Mayor talked about a recent request to reserve the gazebo at the pool and asked the Board if we want to put a formal policy in place for this. The Mayor thinks this is a nice area for a party. The Board talked about what to do with this request and if we can offer one more thing to the residents to reserve with no fee. The Board discussed possibilities for the rental of the park - it would be free for Village residents and anyone outside of the Village would pay a fee.

The Mayor advised that there is an LWRP meeting on Friday.

The FEMA grant is almost complete. Wampsville got their compressor last week. Lincoln got theirs two (2) weeks ago. The Mayor updated the document and did the payment request. The Mayor requested an extension about a month ago at the direction of our FEMA representative. Mayor Warner advised that when FEMA put in the extension, they put the wrong dates in and actually back-dated the extension to 6 month ago instead of 6 months from now. The Mayor explained what she did and how she is trying to fix this. Mayor Warner is hoping to have it straightened out soon.

The Mayor talked about binding now for the fire truck and putting the money away. The Board would like to move forward with the bonding now. Clerk/Treasurer Williams will get in touch with Attorney Reichel.

The Mayor talked about the BRICKS grant and the WIIA grant. She is hoping for this money on WIIA to help with our shortfall for the match on the sewer separation project. The Village scored 34 points out of 40 on the disadvantage community scale. The RFPs are due back on Friday and the Mayor will get back to the person at SU. We can then put the remainder of the application in to the

~~EPA Administrator Ryan advised that he is currently in the process of~~

minute.

The Mayor advised that Peter Finocchiaro wants a grant to put rubber in the playground. The Mayor is watching the Governor's site and will apply when the grant is available. The Mayor talked about her conversations with Peter Finocchiaro regarding raising the money for the 50% match. The new grant will be only 20 - 25% match and will give us more money to work with. The Mayor noted that with the BRICKS grant for the Erie Mill we had to show site control. We worked with Village Attorney John Langey on a letter indicating that we are buying the property and are under contract to purchase it soon.

Mayor Warner advised the Board that Rec would like a laptop to help them stay organized and keep everything together. The Board talked about what is needed for the laptop and how Recreation Leader Bealer is doing business on behalf of the Village. Administrator Ryan advised that he is already looking for deals.

The Mayor gave an update on the SCBA grant - Wampsville is at approximately \$180,000, Lincoln is at approximately \$218,000 and Canastota is at approximately \$310,000. The Mayor noted that with the size of the other departments, they got almost \$400,000 and the Village only got \$310,000. Mayor Warner still needs to bill Wampsville and Lincoln for shipping charges.

### **Trustees Comments.**

Trustee Haddad advised that he may not be here on October 1. He asked why the Empire Access internet that the County is putting in has limited access. He talked with the Board about the email that he got and that he is not in an area where it is available. The Board talked about the copper wire that the County's contractor was supposed to be removing from our poles and giving to the Village. Trustee Haddad talked about the potential loss of revenue at the Village when people switch from Spectrum. Trustee Haddad wants to make sure that we are still getting the copper wire. Administrator Ryan advised that this stalled in June.

Trustee Gustin is all set.

Motion by Trustee Haddad, seconded by Trustee Gustin, to adjourn at 8:33 p.m. Passed 3 to 0.

Respectfully submitted,

*Catherine E. Williams*

Catherine E. Williams  
Clerk/Treasurer