

VILLAGE OF CANASTOTA
MINUTES
October 15, 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; Trustees Bill Haddad, Lori Torrey and Jeffrey Watkins; Village Administrator Jeremy Ryan; Recreation Leader Bealer; Chief Chafee; CEO Mike Adsit; Chief Barton; Village Historian David Sadler; Dan Cunningham of CWT; and Mark Taylor.

ABSENT: None.

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

- Approving the attached minutes of the September 17, 2025 and October 1, 2025, meetings.
- Approving the following budget modification: Increase 14104.01 (Clerk Contractual) by \$463.44.
- Approving payment of the following abstracts:
 - a. General Fund Abstract in the amount of \$68,370.82;
 - b. Sewer Fund Abstract in the amount of \$37,333.79
- Approving the following payments to AccuData from General Fund Account No. 16204.01.155 (Payroll Service): \$166.00 for payroll dated 10/1/2025; \$142.21 for payroll dated 10/2/2025; and \$137.91 for payroll dated 10/9/25
- Approve a wire transfer sent to Chase Bank on October 15, 2025, from General Fund account no. 97106.01 (Debt Service) in the amount of \$35,000.00 for payment of principal owed on the 2019 Downtown Enhancement Bond.
- Approve a wire transfer sent to Chase Bank on October 15, 2025, from General Fund account no. 97107.01 (Interest on Debt Service) in the amount of \$3,287.500 for payment of interest owed on the 2019 Downtown Enhancement Bond.
- Approve an ACH transfer by USDA on October 30, 2025, from Sewer Fund account no. 97106.01 (Debt Service) in the amount of \$3,000.00 for payment of principal owed on the Phase I 1998 Serial B Bond.

- Approve an ACH transfer by USDA on October 30, 2025, from Sewer Fund account no. 97107.01 (Interest on Debt Service) in the amount of \$765.00 for payment of interest owed on the Phase I 1998 Serial B Bond.
- Approve an ACH transfer by USDA on October 30, 2025, from Sewer Fund account no. 97106.01 (Debt Service) in the amount of \$9,000.00 for payment of principal owed on the Phase I 1998 Serial A Bond.
- Approve an ACH transfer by USDA on October 30, 2025, from Sewer Fund account no. 97107.01 (Interest on Debt Service) in the amount of \$2,520.00 for payment of interest owed on the Phase I 1998 Serial A Bond
- Approve a wire transfer to be sent to M&T Bank on October 30, 2025, from Sewer Fund account no. 97106.01 (Debt Service) in the amount of \$99,300.00 for payment of principal owed on the 2014 WWTP Capital Upgrades Bond.
- Motion approving payments totaling \$7,390.90 from the General Fund to MBI for health insurance debit card transactions from September 1, 2025 - September 30, 2025.

Passed 5 to 0.

Public Comments.

None.

Department Heads.

Recreation Leader Bealer asked if anyone had questions regarding her report. Trustee Haddad talked about the AED equipment that the Lion's Club purchased for the community to use. The Board talked about how it will be used. Rec Leader Bealer did go to the athletic meeting and noted that she talked with them about the fact that the Village does support the school programs through our Village programs.

Village Historian Sadler is working on a Nathan Roberts historical marker for Lockport.

Chief Chafee asked the Board if they had questions about his report. Chief Chafee and the Mayor talked about what is happening at the pole barn.

Chief Barton asked for questions about his report. He stated that they are waiting to hear back regarding the car and it should be done soon. Chief Barton reported that the in-person training that they had in Oneida was canceled, but it will be done in December online. He also advised that Officer Johnson will be going to Tractor Trailer Training School to do inspections. Chief Barton talked about residents who are camping at the pond. The Chief would like to put up signs that say “no camping”, etc. He talked about the problem with some of the homeless people in the Village, noting that we have found housing for some of them and then they get kicked out or don’t want the housing. The Board talked about the problem with people going through garbage and recycling and bringing the items that they find out on the trail. Administrator Ryan will obtain a quote for signs. Trustee Watkins suggested contacting the County to see if they can help us with the signs. The Mayor is concerned about the safety of people using the trail when they encounter the people using it as a camp. Chief Barton advised the Board that his department is ticketing the people for trespassing, littering and open burning.

Trustee Haddad asked where we are with the no parking signs for south side. Mayor Warner advised that we stopped the discussion on this because of the plan that the school is also working on. The Board discussed the parking issues on the south side when the school is being used for games and practices. Trustee Haddad would like to bring this back before the Board to enact the control law. The Mayor would like us to reach out to the Village attorney to determine where we are with this.

Dan Cunningham of Clean Water Technology reviewed his report for the Board. He noted that flows this month were the lowest in two (2) years. Dan also advised the Board that we just received the mixer back and they plan on installing it this Friday. He talked about a problem with the neoprene liner that has a hole in it and talked about preventative maintenance and replacement options. Dan met with Tim O’Hara to talk about the Post Construction Compliance Monitoring issue, and after talking with Tim, they believe that they should be able to make it work. Mayor Warner asked if the lab does the testing. Dan noted that they do, but they want to get price quotes. He talked about the testing requirements and what they are doing to figure it out. Administrator Ryan stated that he believes that Dan Cunningham’s report demonstrates how much water gets into our system. Mayor Warner agreed and wants to talk about inflow and infiltration (I and I). She also noted that there is a meeting tomorrow regarding Canastota Dairy and problems that they have had with the billing for this new quarter. Dan advised that our meters are calibrated yearly and Canastota Dairy’s have not been done since 2015.

Code Enforcement Officer Adsit asked for any questions that the Board may have on his report. There were no questions.

Recreation Leader Bealer asked about skills and drills for volleyball. The Mayor advised that the questions at the last meeting were about the fees, noting that the decision was tabled. Cherie explained why there is a fee charged by the Boosters Club, what our kids get for this and what the

money goes to. The Board talked with Cherie about how this program is run and why the fee is being charged the way it is. Cherie advised that it is the same way that the basketball skills and drills program is run. The request from the Rec Board was discussed.

Motion by Trustee Haddad, seconded by Trustee Gustin, to approve the volleyball program that started on the 20th. Passed 5 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, to appoint Brian Dibble, Jr. as MEO at Step 5, \$26.17/hr., effective October 29, 2025, or as soon thereafter as Mr. Dibble is able to give notice to his current employer. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, accepting the attached resignation of Brigit LaVine as a Crossing Guard effective September 30, 2025. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Torrey, to appoint Pamela Graczyk to the position of crossing guard effective October 22, 2025, at a salary of \$2,944.05 per year to replace the vacancy created by the resignation of Brigit LaVine. **Discussion:** Trustee Haddad advised that Chief Barton can call him if he needs a crossing guard in the morning. Trustee Watkins asked if we are fully staffed now with crossing guards and if Officer Johnson no longer needs to be there. Chief Barton responded that the new crossing guard will start next week and do the mornings. Chief covers the afternoons. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, authorizing Clerk/Treasurer Williams to turn over uncollected 2025-2026 Village Taxes in the amount of \$135,504.78, including penalties and second notice fees, to the Madison County Clerk's Office. **Discussion:** The Mayor asked if we have the form to sign. Clerk/Treasurer Williams gave the form to the Board to sign. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving the attached NorthX With Webex Service Agreement (Transition) between the Village of Canastota and Northland Communications for phone service at the fire department and the DPW, and authorizing the Mayor to execute the same. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Torrey, approving the attached demolition contract between the Village of Canastota and Dangca for the demolition of property at 116 Mill Street and authorizing the Mayor to execute the same. **Discussion:** Trustee Watkins asked if this begins tomorrow. Administrator Ryan advised that A2Z is not available until November. Clean up will begin next week and then demolition will start the first week of November. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, approving the attached Request for Use of a Village Facility from Canastota Central School District to use Clark Park on December 13,

2025, from 11:30 a.m. - 1:30 p.m. to place donated wreaths from Wreaths Across America. (Note: we are awaiting receipt of the certificate of insurance.) Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, approving the attached Barracuda Essentials and Support November 2025 Renewal in the annual amount of \$4,262.76, and authorizing the Mayor to execute the same. Passed 5 to 0.

Discussion regarding solar energy contract.

Administrator Ryan advised that he heard from the company advising us that there is another company that they are working with that will offer a 10% discount for 10 years. This needs to be authorized tonight in order to get the discount. Administrator Ryan stated that they will transmit the application to their vendor and then submit a contract for the Board. Trustee Watkins does not think that we should be doing anything until we have talked with our supplier, Constellation. The Board talked about questions that are still left unanswered. The Board also talked about the provisions of the agreement that are being requested to be signed tonight. Administrator Ryan stated that he wanted the Board to see this and to make sure that the Board is comfortable with this. Trustee Watkins is concerned that there may be a fee to move the billing from Constellation to National Grid. The Board talked about how to move forward with this without the answers that we are looking for. The Mayor will have Deputy Clerk/Treasurer Farr reach out to Constellation and National Grid.

Discussion regarding day care zoning.

Code Enforcement Officer Adsit asked the Board about where they would like to have the day care located. Trustee Watkins believes that it should be anywhere because it is regulated by the State, adding that if there is not enough room, the State will not give a license. The Board talked about the different zoning districts and how this would work. Trustee Haddad does not think that it should be in the Downtown District. Trustee Watkins would like to see the business anywhere and in the Downtown and the Mayor stated that she would not like it in the Downtown District. The Board was polled: Trustee Torrey would like to see it in the R2 Zone only; Trustee Haddad would not like it in the Downtown District; Trustee Watkins would like to see it anywhere; Trustee Gustin does not want it in the Downtown District.

Correspondence.

- Notice from PERMA that we were awarded the Safety Training Grant in the amount of \$2,500.00. Administrator Ryan advised that it would be used for confined space training.
- Notice from NYS HCR that we were awarded a CDBG grant of \$630,000.00 for Canastota Dairy Products, LLC

Administrator Comments.

Administrator Ryan advised the Board that the generator in the Municipal Building has been deemed too old. We will need to investigate purchasing a new generator soon.

Crane Company cleaned a sewer lateral at 229 West Hickory Street and damaged our sewer main. DPW Foreman Holdridge has advised the company that they need to fix our main.

Administrator Ryan had a meeting on the digital sign from the school and they suggested that the sign go into the Skate Park. Administrator Ryan reached out to the Town and he is waiting to get them some more information.

Administrator Ryan spoke with the Thruway Authority and they will clean the culvert under the Thruway in the spring.

Attorney Marris sent us the information to change the election and we will be bringing it up at our next meeting. The Board of Elections suggested December 16, 2025 for the special election. The Board talked about who will run the election if the referendum fails.

Administrator Ryan reported that Deputy Clerk/Treasurer Farr has reached out to our payroll company, AccuData, regarding the handbook.

Mayor's Comments.

The Mayor advised that DPW Foreman Doug Holdridge would like to know if he can bring a truck home with him in the winter because it doesn't make sense to use his own vehicle to drive down to the barn. Trustee Watkins believes that DPW Foreman Holdridge is a union member and not a department head and is concerned about contract issues. Administrator Ryan advised DPW Foreman Holdridge to reach out to the union to see how this would look because of the on-call phone. The Board talked about how this would work and the implications with the union. The Board would like to know what the union thinks about this.

Mayor Warner would like to reach out to Mike Sheridan to look at the Erie Mill property to make a decision about whether we should tear it down or repair it.

Trustees Comments.

Trustee Gustin has nothing tonight.

Trustee Watkins has nothing more.

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Trustee Haddad is working with Administrator Ryan on the “Welcome to Canastota” signs. There are currently 4 organizations and maybe 6. The organizations were discussed. The condition and location of the signs were discussed. We are working on prices and then we will go to the entities to see if they would help us with the cost.

Trustee Torrey has nothing.

Motion by Trustee Haddad, seconded by Trustee Torrey, Executive Session regarding contract discussions at 8:20 pm. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, to exit Executive Session at 8:34 p.m. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Torrey, to adjourn at 8:34 p.m. Passed 5 to 0.

Respectfully submitted,



Catherine E. Williams
Clerk/Treasurer