VILLAGE OF CANASTOTA
MINUTES
January 21, 2026

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; Dan Cunningham of CWT; Deputy Clerk/Treasurer Caitlin Farr; Police Clerk Hailie Chandler; and Peg LeClair.

ABSENT: None.

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

- Approving the following budget modifications: increase 19504.01 (Taxes on Property) by $390.18 (this is for the taxes on 103 S Main Street);

- Approving payment of the following abstracts:
  a. General Fund Abstract in the amount of $142,004.57;
  b. Sewer Fund Abstract in the amount of $21,543.67;

- Authorizing a wire transfer to be sent to M&T Bank on or before February 1, 2026, from Sewer Fund Account No. 97106.02 (Debt Service) in the amount of $30,000.00 and Account No. 97107.02 (Interest on Debt Service) in the amount of $1,034.22 for a total of $31,034.22 for payment of principal and interest owed on the 2004 EFC Phase 3 & 4 Bonds.

- Approving the following payments to AccuData from General Fund Account No. 16204.01.155 (Payroll Service): $822.33 for payroll dated January 8, 2026 (this includes W2 and year-end filings), and $267.78 for payroll dated January 15, 2026 (this includes 2026 Labor Law Posters);

- Motion approving the attached minutes from the following meetings: October 29, 2025, Joint Meeting.

Passed 5 to 0.

Public Comments.

None.

Department Head Comments.

Recreation Leader Bealer asked if there were any questions regarding her report.

Chief Chafee is all set. Trustee Watkins commented that the fire department did a great job with everything. Trustee Torrey asked Chief Chafee about the two Assistant Chiefs - how do they decide which one to keep if there are less than 50 members. Chief Chafee responded that one of them doesn't have the time and only one of them would run. Trustee Haddad noted that the Town recognized the efforts of the Fire Department at their last meeting.

Dan Cunningham asked if everyone received his report. He reviewed the flows with the Board. Dan talked about the January 11 rain event. He talked about the meter and some damage that was needing repair. We are waiting for estimates from Koester. Trustee Haddad asked if it could be spliced. Dan noted that there are cracks in the sensors that cannot be fixed. The Mayor will send an email to him and Tim O'Hara to meet PCCMP. Dan noted that he has been talking with Tim O'Hara about this.

Mayor Warner asked Hailie Chandler if she was here representing the PD and the Mayor thanked Hailie for doing a great job over there.

Trustee Haddad talked about the cement instead of stone dust at the batting cages. He advised that he has spoken with DPW Foreman Holdridge who is in favor. The Board talked about who would do the work.

Trustee Torrey noted that people were complaining that the sidewalk was not getting plowed and now they are complaining that it is getting done because it is tearing up the lawns on the sides.

Motion by Trustee Watkins, seconded by Trustee Haddad, accepting William Preuss' retirement from his position as police officer with the Canastota Police Department effective January 27, 2026. Passed 5 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, accepting the attached letter of resignation from Ed Smith as an MEO with the DPW effective January 30, 2026. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Gustin, accepting the attached proposal from Harrison Studio for administration of the Canastota Dairy CDBG Grant. Passed 5 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, approving the attached RFP for Information Technology Services. **Discussion:** Trustee Haddad asked about the addendum and Administrator Ryan advised that it would be added before it was made public.
Motion by Trustee Haddad, seconded by Trustee Torrey, approving the Boxing Hall of Fame parade committee's request to use the firemen's field. **Discussion:** Mayor Warner asked if this

is for the Boxing Hall of Fame weekend. Clerk/Treasurer Williams advised that it was. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, designating the Department of Public Works' 1997 Navistar 2674 dump truck as surplus and authorizing it to be sold at auction. **Discussion:** Trustee Watkins asked if there were anything else to be sold from the DPW. Administrator Ryan advised that this is it for a while. Trustee Watkins asked Chief Chafee if he had anything. Chief Chafee wants to wait until spring. The Board talked with Administrator Ryan about other items that are waiting to be sold. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, designating nine Samsung Galaxy phones as surplus and authorizing their donation to Cell Phones for Soldiers (or a similar program which provides phones to service members). Passed 5 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, approving the by-law changes requested by the Canastota Fire Company. Passed 5 to 0.

Fire company letter regarding annual banquet and fish fry fund raisers. Motion by Trustee Gustin, seconded by Trustee Watkins to approve the banquet on April 25, 2026 at the fire station and the fish frys. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, approving the attached Notice to Bidders and Contract Documents for the 2026-2029 Trash and Recyclables Hauling Contract. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Torrey, approving the attached Engagement Agreement - Legal Services for Village of Canastota between the Village and Costello Cooney & Fearon, PLLC for calendar year 2026, and authorizing the Mayor to execute the same. **Discussion:**
Trustee Watkins does not like that the Village and the town have the same lawyer. Administrator Ryan noted that there is another attorney if there is a conflict. The Board talked about the potential conflict on agreements and matters with the Town of Lenox. Passed 5 to 0.

Correspondence.

- Tree letter regarding 505 South Main Street.

Administrator Comments.

Administrator Ryan received complaints about trees on South Main Street near ZEMS. The trees obstruct view. We may need to do something about these soon.

Administrator Ryan met with IT and Chief Chafee about some work at the Fire Department. The Fire Company will cover the cost.

Administrator Ryan advised the Board that Auctions International will be here this week to take photos of the surplus equipment for auction.

There is a second quote for the police garage roof replacement and there is another company scheduled to provide a third quote tomorrow – we need to move forward on this.

Administrator Ryan submitted the CHIPS reimbursement request to the State.

We should receive a $100 refund from CNYJBL for two (2) of our girls basketball teams for unused league fees – there weren't enough teams to schedule games.

AYSO wants to move their storage shed to the Rec Park on the Grago Boulevard side. Administrator Ryan wants to talk with DPW Foreman Holdridge about where it should go. The Mayor wants to make sure that a building permit isn't needed.

The Board talked about some damage to the OCWA building – Administrator Ryan advised that he spoke with the contractor who did the work and asked him to fix it. Trustee Haddad will follow up with the contractor.

Trustee Haddad asked Chief Chafee about the work that is being done at the fire house regarding the wi-fi. Trustee Haddad said he would volunteer his time to do the work. Chief Chafee stated that the work will be done tomorrow.

Mayor's Comments.

The Mayor advised that she spoke with the attorney at Hancock Estabrook regarding the PBA final contract. We are waiting for information.

Mayor Warner advised that the developer applied for Brownfield cleanup at the pocket neighborhood site. The Board talked about this project. The Mayor advised that we are trying to get a meeting regarding the Canal.

The Chamber of Commerce has some ideas regarding Boxing Hall of Fame Weekend. The Mayor will meet with the Chamber President, Amanda Douglass, to see what can be done to bring more participation that weekend. Trustee Watkins asked if they went to the Boxing Hall of Fame about this.

The Mayor advised that there is a subdivision going on on Barlow Street. Part of the property will go to Lou Zupan and the Dutchland building will be on the other property.

The Boat Float will be held on June 13 in Chittenango.

The Mayor is working with Recreation Leader Cherie Bealer to submit a Municipal Parks and Rec grant application. Jake Smith came in last night and he will try to do the schematic design. A survey will be needed if we get the grant. Rick Myers will charge $6,275 to do the work. The Mayor talked about using the NY Forward projects design. The NY Forward budget for this work is $950,000. The Mayor reviewed what was included in the quote. We can apply for $900,000 with a 10% match because we are disadvantaged. The grant is due February 9 and they are doing their best to get it done. Rec Leader Bealer asked for the Board's view regarding what they would like to see. The Mayor wants handicap accessibility. Rec Leader Bealer talked about some of her ideas. Trustee Haddad suggested drainage from the concession stands to bathrooms and he suggested a pavilion plan. The Board talked about a small playground piece. The Mayor talked about the NY Forward plan and how it could be modified to save some money and used at other places. Trustee Watkins talked about some of the problems with the field and the earthwork that needs to be done. Trustee Haddad talked about how the work on the field will have to change so that the problem with the dirt getting under the grass causing a lip between the infield and outfield will go away. There is a company coming in the first week of February that does resurfacing and the Mayor wants to talk with them to see if the courts can be resurfaced or

do they need to be completely redone. Mayor Warner asked if the Board would like to see anything down there at the Rec Park. The Mayor had a request to make it more handicap accessible.

Mayor Warner received complaints about the parking lot at Dunkin Donuts. She noted that Code Enforcement Officer Adsit had written them up before and he will do it again.

Administrator Ryan noted that he forgot to mention that he thought that we could look into the City of Oneida providing water and the Village Attorney advised against it.

Trustees Comments.

Trustee Gustin has nothing tonight.

Trustee Haddad advised that the Lion's Club would like to put a tree in Clark Park and asked what would be required. Mayor Warner suggested that they call u-Dig. Trustee Haddad was looking at the Lion's Club plaque and noted that it needs to be updated.

Trustee Torrey has nothing tonight.

Trustee Watkins is all set.

Motion by Trustee Torrey, seconded by Trustee Gustin, to adjourn at 7:44 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams
Clerk/Treasurer