VILLAGE OF CANASTOTA
MINUTES
June 3, 2026

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 Bill Haddad, Jeffrey Watkins and Lori Torrey; Deputy Clerk/Treasurer Caitlin Farr; Village Administrator Jeremy Ryan; Robert Marris and Tina Fuller.

ABSENT: Mayor Rosanne Warner.

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

- Approving the following budget transfers for the 2025-2026 General Fund Budget: move $1,549.14 from 90608.01 (Health Insurance) to 16204.01 (Village Hall Contractual);

- Approving the attached contracts with Williamson Law Book Company for fiscal year 6/1/26 - 5/31/27 and authorizing the Deputy Mayor to execute the same:
  a. Building & Code Enforcement Software at a cost of $1,001.00;
  b. Tax Collection w/Tax Glance Software at a cost of $824.00.

- Approving payment of the following abstracts:
  a. 5/25/26 General Fund Abstract in the amount of $15,184.61;
  b. 5/25/26 Sewer Fund Abstract in the amount of $4,432.27;
  c. 6/3/26 General Fund Abstract in the amount of $33,259.46;
  d. 6/3/26 Sewer Fund Abstract in the amount of $1,152.03.

- Approving the following payments to AccuData from General Fund Account No. 16204.01.155 (Payroll Service): $162.86 for payroll dated May 21, 2026 and $144.52 for payroll dated May 28, 2026;

- Approving attached minutes from the April 30, 2026, meeting;

- Motion approving payments totaling $3,703.52 from the General Fund to MBI for health insurance debit card transactions from May 1, 2026 - May 31, 2026.

Passed 4 to 0.

Public Comments.

Robert Marris asked if we have done anything with 207 South Main Street. Administrator Ryan

has a list of the violations over the years - there were 11 violations over the last 18 years. He advised that all but two (2) have been fixed to the satisfaction of the Code Officer. Mr. Marris and Ms. Fuller talked about the smell and the number of cats that are living at the property. Administrator Ryan advised that the Code Officer is doing everything that is within his power to do. Administrator Ryan gave the list of violations to Ms. Fuller. They talked about the roof material that blew off the house and went across the street. The material is in the driveway now. Mr. Marris and Ms. Fuller advised the Board that the roof has all blown off now and they are concerned about the safety of their grandchildren. Mr. Marris is concerned about how fast people drive past his house. Administrator Ryan advised that he will have a conversation with Chief Barton to ask if his department can patrol that area of South Main Street more frequently. Ms. Fuller asked us to also talk to CEO Adsit about the cats, adding that the cats are having babies on Ms. Fuller's porch. Ms. Fuller noted that the owner of 207 will not let anyone come in there and trap the cats. She talked about furniture that she had to throw out because the cats from next door are always on them at night. Mr. Marris talked about the condition of the home and asked why something cannot be done about the condition of the property. Mr. Marris and Ms. Fuller stated that they cannot sit outside because they have to smell the cats and look at the property. Deputy Mayor Gustin advised Mr. Marris and Ms. Fuller that their concerns have been noted and stated that we will talk with CEO Adsit tomorrow morning. Deputy Mayor Gustin thanked Mr. Marris and Ms. Fuller for the information.

Bid Opening for Tree Removal Contract.

We received three (3) bids for the tree removal project. The first bid was from Greater Heights Tree Care of Rome, New York. They provided a completed proposal form, bid security and their bid price was $30,800.00. The second bid was from Walker Tree Care of Chittenango, New York. They provided a completed proposal form, bid security and their bid price was $25,620.00. The third and final bid was from Helmer Tree Service of Oneida, New York. The provided a completed proposal form, bid security and their bid was $17,500.00. Trustee Watkins asked how many trees and stumps were part of the bid. Administrator Ryan advised that there were 12 total.

Motion by Trustee Haddad, seconded by Trustee Watkins, approving the attached Request for Sealed Bids for Controlled Asbestos Removal Canastota Police Department garage and storage building, 112 Depot Street, Canastota. **Discussion:** The Board would like the bid date moved to 4:00 p.m. on July 16, 2025. Trustee Watkins hopes that the extra time will give us more bidders. Passed 4 to 0.
Motion by Trustee Watkins, seconded by Trustee Torrey, approving the attached Agreement with Majestic Fireworks, Inc. In the amount of $3,000.00 for a fireworks display on July 25, 2026, and authorizing Deputy Mayor Douglas Gustin to execute the same. Passed 4 to 0.

Motion by Trustee Torrey, seconded by Trustee Haddad, appointing Eugene Stankivitz, III as a Motor Equipment Operator with the Canastota DPW starting at Step 5 of the 2021-2026 CSEA

Contract with a start date of June 15, 2026. Passed 4 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, approving a request from the Recreation Board to amend the dates and times for the Conditioning Program to Mondays/Tuesdays 4:30 p.m. - 6 p.m. and Wednesdays from 8:30 a.m. - 10 a.m. (Note: this is due to the availability of the facility at the school.) Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving the attached Resolution authorizing the Mayor to apply for a grant from NYPLAYS in an amount not to exceed $200,000.00 for the purpose of the Spencer Street Playground Improvements with a 20% match from the Village. A roll call vote was required: Deputy Mayor Gustin - Aye; Trustee Torrey - Aye; Trustee Watkins - Aye; Trustee Haddad - Aye. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, approving the attached Standard Fire Alarm Agreement between the Village and Fire Detection Systems, Inc., in the amount of $575.00 annually for monitoring of the Fire Alarm System at the Headworks and WWTP Buildings and $1,000.00 total for inspections and authorizing Deputy Mayor Gustin to execute the same. Passed 4 to 0.

Correspondence.

- Letter from Gerald Seymour resigning his position on the Canastota Housing Authority
- CHIPS notice from NYS Department of Transportation
- Email from Jonathan Tibbitts of the DOT regarding the request for a traffic study from Debra Golden regarding the intersection at James and South Peterboro Street

Administrator Comments.

Administrator Ryan talked about tree damage from wind that occurred on Friday. Helmer's is taking the tree down. Administrator Ryan met with DPW about the proposal from last week. Debra Golden sent an email to the DOT about her concern about turning from James Street onto Peterboro Street. The new IT company started on Monday. Our old provider is still available to help. Canastota Housing Authority is looking for a new Executive Director as Deniece is retiring in the fall and they need a new board member as Jerry Seymour resigned his position on the board.

The brownfield remediation at the DPW is in full swing. We will receive $50,000 more in CHIPS funding this year than last year. Administrator Ryan reported that there is a board meeting scheduled for July 1, 2026, and asked the Board if they wanted to hold or cancel this meeting.

Motion by Trustee Haddad, seconded by Trustee Torrey, to cancel the July 1, 2026, meeting. **Discussion**: Trustee Watkins asked about needing a special meeting. Passed 4 to 0.

Trustee Haddad asked if the contractor is discharging at the DPW and Administrator Ryan advised that they are not yet. Trustee Watkins asked about Lewis Street paving and Administrator Ryan advised that would be done next year.

Mr. Marris asked about the violations at 207 South Main Street from 2025 when the property owner was told to clean up the property or the Village would to it. He wants to know what has been done. Mr. Marris claims that he went to the office and they did not give him copies and told him that the Code Officer was not in. Administrator Ryan asked him to come to the Village tomorrow and he will facilitate a meeting. Administrator Ryan does not have knowledge of these matters. Mr. Marris does not believe that anything is being done. The Board talked with Ms. Fuller and Mr. Marris about their concern that nothing is being done and they would like answers. Administrator Ryan gave them a card and asked them to call to set up a meeting.

Trustees Comments.

The Trustees had no comments this evening.

Motion by Trustee Watkins, seconded by Trustee Haddad, to enter executive session regarding contract negotiations at 7:27 p.m. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, to exit executive session at 7:45 p.m. Passed 4 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, to adjourn at 7:45 p.m. Passed 4 to 0.

Respectfully submitted,

Catherine E. Williams
Clerk/Treasurer