VILLAGE OF CANASTOTA
MINUTES
July 15, 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 Lori Torrey, Bill Haddad and Jeff Watkins; Village Administrator Jeremy Ryan; Deputy Clerk/Treasurer Caitlin Farr; Office Assistant Melissa Luck; DPW Foreman Doug Holdridge; Chief Sean Barton; Recreation Leader Cherie Bealer; Jaimie Warner; Marty Bargabos; Rebecca Waldron; and Robert Marris (left meeting at 7:20 p.m.).

Absent: Clerk/Treasurer Cathi Williams (attending Planning Board meeting); Code Enforcement Officer Mike Adsit (attending Planning Board meeting); Fire Chief Lyle Chafee; Village Historian David Sadler; Dan Cunningham of CWM.

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

- Increase the following appropriations in the 2026-2027 General Fund Budget to accommodate the carryover encumbrances as shown on the attached schedule: 11304.01 by $24.00; 16204.01 by $2,680.00; 31204.01 by $363.40; 34102.01 by $6,316.00; 34104.01 by $10,022.74; 51104.01 by $2,378.66; 51424.01 by $8328.81; 73104.01 b $1,687.25 for a total of $31,800.86 in encumbrance carryovers in the General Fund
- Increase 19504.01 (Taxes on Property) by $496.36 (Note: this is for payment of the taxes on the Erie Mill property); increase 14104.01 (Village Clerk Contractual) by $642.00 (Note: this is for the cost of the Fall Training School)
- Increase the following appropriations in the 2026-2027 Sewer Fund Budget to accommodate the carryover encumbrances as shown on the attached schedule: 81204.02 by $5,210.00; 81302.02 by $47,750.00 and 81304.02 by $2,000.00 for a total of $54,960.00 in encumbrance carryovers in the Sewer Fund
- Approving a loan from the General fund to the Capital Projects Fund in the amount of $2,200.00 (Note: this is for payment of engineering expenses incurred for the LWRP II Grant)
- Approving payment of the following abstracts:
    - General Fund Abstract in the amount of $189,804.45;
    - Sewer Fund Abstract in the amount of $56,311.45;
    - Capital Fund Abstract in the amount of $2,200.00
- Approving the following payments to AccuData from General Fund Account No. 16204.01.155 (Payroll Service): $166.12 for payroll dated June 18, 2026, $198.90 for payroll dated June 25, 2026, $184.75 for payroll dated July 2, 2026, and $201.43 for payroll dated July 9, 2026
- Approving payments totaling $2,547.95 from the General Fund to MBI for health insurance debit card transactions from June 1, 2026 – June 30, 2026
- Authorizing a wire transfer to be sent to M&T Bank on behalf of EFC on or about August 1, 2026, from Sewer Fund Account No. 97107.02 (Interest on Debt Service) in the amount of $1,976.90 for payment of interest due on the EFC Phase 3 and 4 bonds

Passed 5 to 0.

Public Comments

Village resident Rebecca Waldron of 4 Maple Ave. addressed the Board regarding safety concerns on her street. Ms. Waldron states that she submitted two complaints to the Canastota Police

Department regarding speeding. Upon receiving the complaints, the Police Department installed the speed sign on Maple Ave. which helped to reduce the speeding. Upon removing the sign, the speeding resumed immediately according to Ms. Waldron. She states that the speeding is making the street unsafe for pedestrians, bicyclists, etc. Ms. Waldron then submitted a letter with an official complaint to both Police Chief Sean Barton and Village Administrator Jeremy Ryan. Village Administrator Ryan states that this is the letter he read to the Board at the last meeting. Ms. Waldron would like to know what the Village is doing to fix these issues. Police Chief Sean Barton states that his department writes multiple tickets for traffic enforcement. Ms. Waldron asks Chief Barton what else can be done because the tickers are not working. Mayor Warner asks Ms. Waldron what she would like the Village to do. Ms. Waldron would like the problem fixed and speed bumps installed on the road. Chief Barton offered to sit down and speak with Ms. Waldron. Mayor Warner states that she will look into it and speak with the County Engineer and thanked Ms. Waldron for her service to the Country. Ms. Waldron states that she does not believe we are addressing the problem. Chief Barton asked if she would like more signs in the area but Ms. Waldron stated that she wants Chief and the Board to do something. Mayor Warner reiterates that she will speak with the County Engineer. Ms. Waldron states that we (the Village) are avoiding a public safety issue. Trustee Haddad asks about the data we can pull from the speed sign and/or traffic counters. Trustee Watkins would like the report from the speed sign pulled for Maple Ave and emailed to him. Mayor Warner will request that the County puts the traffic counters down on the street.

Robert Marris would like an update about what is being done with 207 S. Main St. He states that there are now raccoons living there. Mayor Warner has seen the photos and tells Mr. Marris about the meeting that was held with Ms. Casler. She states that Ms. Casler has declined all assistance and the matter is moving to the Village Attorney for further action. Village Administrator Ryan states that there is a process to go through. Trustee Watkins confirms and states that this is why we have now involved the attorney. Mr. Marris is concerned about the racoons and the safety of his animals outside. Chief Barton recommends that Mr. Marris calls a company to trap the racoons if they come on his property. Mr. Marris asks if she was told to clean and/or fix the issues. Mayor Warner advises that she was and now the matter is with the attorney. Trustee Haddad asks that the conversation ends here as the matter is with the attorney and advises that it could take months.

Department Heads

Chief Barton states the two new recruits are doing well. He says they are all set for the carnival and that BOCES students will be assisting with crossing at the roads. Chief has received a few more applications for part time officers and is working on the grant with Lexipol. Mayor Warner inquires about the situation behind the pizza shop. Chief states that it is resolved, the gentleman has moved to an actual residence.

Chief Barton would like to do more about the e-bikes in the Village. He states that once fully staffed, he would like to borrow a bike from Hamilton and send Officer Gregory (bike certified) out on the streets to address the problem. Chief is working with Zems to do "cones for kids" who are following the bike rules. Trustee Haddad would like a 2nd offense with e-bikes to result in stricter punishment such as a 10-day impound of the e-bike. Chief states that the Village of Sherrill has just put a new law forward and he is looking into it. A discussion is had with Ms. Waldron regarding e-bikes and the safety of riding bikes in the roads.

DPW Foreman Doug Holdridge says all is good with his department. Trustee Torrey asks how the National Grid project is going at the shop. Foreman Holdridge states that it's going well, they are about half done and have completed 61 sites. Deputy Mayor Gustin asks about the issue behind FastTrac. Foreman Holdridge states that the DPW did not do anything, the pipe is now capped. Village Resident and OCWA employee Jaimie Warner states that that the pipe was originally capped, the cap broke and was replaced. Trustee Haddad asks how the new schedule for the DPW is. Foreman Holdridge says it is good. It is stated that the chipper went down about 2 weeks ago. The DPW received new bearings and once started up, there was a "clunking" noise.

Village Mechanic Jack Niles has been working on it and found that another bearing went bad. The replacement part has been ordered and should be here tomorrow (Thursday, July 16th). Foreman Holdridge states that they have been working on fixing curbs and have completed approximately 500 ft. Mayor Warner acknowledges the hard work and states that they look good. It is noted that some curbs have been painted yellow. Village Administrator Ryan says the parking lot at the recreation park looks great and thanks the DPW for their hard work.

Recreation Leader Cherie Bealer states that all is good. Mayor Warner asks the Board if they are good with a consent vote for agenda item #7, the Board says yes.

Motion by Trustee Watkins, seconded by Trustee Torrey, approving a change in the Basketball Skills and Drills program which will run on Saturday July 18, 2026, August 1, 2026 and August 15, 2026, from 8:30-11:00 a.m. at the Oneida Family YMCA for the children entering grades 1 – 12. (Note: agenda stated grades 3-12, Recreation Leader Bealer corrected it to grades 1-12) Passed 5-0.

Motion by Trustee Haddad, seconded by Trustee Watkins approving the attached YMCA Rental Agreement authorizing the Rec Program to hold the Basketball Skills and Drills program there on Saturday, July 18, 2026, August 1, 2026 and August 15, 2026, from 8:30-11:00 a.m. at no cost to the Village, and authoring the Mayor to execute the same. Passed 5-0.

Motion by Trustee Torrey, seconded by Trustee Gustin, approving the following items as a consent agenda:

1. Motion: Dye Dash Event – October 3, 2026
   Motion: To approve hosting the Dye Dash on Saturday, October 3, 2026, beginning at 1:00 p.m. Registration fees will be: $20 per person or $15 per person for groups of eight (8) or more, provided all participants register together.
   A maximum of $1,500 is approved from the Dye Dash Budget line to cover event expenses, including not limited to t-shirt's, supplies, swag bags, color dye, marking paint, and other necessary materials. Registration will open on August 1, 2026 and close on September 18, 2026. A minimum of 20 registered participants is required for the event to be held.
2. Motion: Trunk or Treat – October 24, 2026
   Motion: To approve hosting the Trunk or Treat event on Saturday, October 24, 2026. A sensory-friendly session will be held from 12:30 p.m. to 1:00 p.m., with the general event beginning at 1:00 p.m. Event participants and volunteers may begin setup at 9:00 a.m., with all event setups to be completed by 11:30 a.m. An amount not to exceed $450 is approved from the Trunk or Treat budget line for event supplies and materials.
3. Motion: Fall Harvest Craft Fair – November 22, 2026
   Motion: To approve hosting the Fall Harvest Craft Fair on Sunday, November 22, 2026 from 10:00 a.m. to 3:00 p.m. at Theodore's Restaurant. Vendor booth fees shall be: $40 for an 8'x6' space and $70 for a 10'x10' space. The Village is authorized to expend an amount not to exceed $850 from the Fall Harvest Craft Fair budget line for facility rental. Vendor registrations will open on August 1, 2026 and close on October 31, 2026. The event will utilize the entire building. Vendor space allocations will allow either: One (1) 10'x10' booth or one (1) 8'x6' booth or two (2) 8'x6' booths per designated space, based on the event layout and available capacity.
4. Motion: Spring Craft Fair – March 21, 2027
   Motion: To approve hosting the Spring Craft Fair on March 21 at the Theodore Restaurant. The Village is authorized to expend an amount not to exceed $500 for space rental. Vendor registrations will open on January 1 and close on March 1. The event will utilize the back portion of the building. Vendor space allocations will allow either: one (1) 10'x10' booth or one (1) 8'x6' booth or two (2) 8'x6' booths per designated space, based on the event layout and available capacity.

Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Haddad, to waive the pool fee for July 22, 2026. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Torrey, to approve the attached Training Request for Caitlin Farr and Melissa Luck to attend NYCOM Fall Training School from September 14-18, 2026, at a cost of $1,150.00 for conference registration and $1,592.00 for hotel costs. Authorization is also given to use the Village 2021 Escape. Passed 5 to 0.

Motion by Trustee Torrey, seconded by Trustee Gustin, approving the attached RFP for Erie Mill renovation designs. Passed 5 to 0.

Discussion on Erie Mill repair quotes

Village Administrator Ryan reached out to a handful of companies for quotes to secure the building until potential renovation. At this time, he is still waiting on quotes. Marty Barbagos presents his quote to the Board which includes clean-up, removal of bad part of building, rebuilding the main wall, winterizing the building and electrical to include inspection by National Grid to get the meter reinstalled.

Trustee Watkins asked what we paid for the building. Trustee Haddad states we paid $43,000 for the property. Trustee Watkins states that he thought we were doing both the RFP to fix the building and the bid to demo the building. Administrator Ryan states that the demo bid is written but not acted on and that we are not acting on anything tonight, just gathering information.

Trustee Haddad asks for an estimate of material cost for Marty's quote. Marty states that he is trying to keep the cost minimal. Trustee Haddad would like an actual number. Marty says it will depend on the work picked by the Village but hopefully no more than $5,000.

A discussion is had about the stone wall on the building. Mayor Warner asked the board if we demo the building, do we keep the stone wall? Mayor Warner says that 2 contractors told us to save the building and one told us to tear it down.

Trustee Watkins says to put the bid out. Mayor Warner asks the Board what they think, and all members agree to put the bid out.

Discussion moves ahead to a portion of the Mayor's comments pertaining to the above topic.

Mayor Warner states that a commercial business has been secured for the pocket community.

Jamie Kowalzik from the County attended a meeting with members from the DEC and other agencies. Jamie was asked to give a presentation at said meeting and chose to give a presentation on Canastota and everything going on in the Village. This led to a conversation about the Achieve Grant which gives $50 million dollars to each region. Both Jamie and Kipp Hicks would like to put in for Canastota for the Canal which would include the Erie Mill building. Mayor Warner notes that she does not want to tear the building down and have the Village regret that choice in the future. Mayor notes that EDR is the engineer already involved and that many people expressed interest in the Canastota project. Trustee Haddad asks when the grant comes out and/or is awarded. Mayor Warner is not sure. Trustee Haddad says if we were to apply, we should not work on the Erie Mill until awards are announced and that we should just securely close up the building until then.

Discussion on Erie Mill resumes.

Marty's quote is further discussed and it is noted that with $5,000 in materials, the total quote is now over $36,000. This brings the total quote above the threshold for competitive bidding. Deputy Clerk/Treasurer Farr asks to see the quote and reminds the Board that at this dollar amount, the project would need to be put out for bid. Mayor Warner agrees and states that a bid would require an engineer's report. Village Administrator Ryan states that Deputy Farr is correct and in order to avoid bidding, we would need the price to remain below $35,000.

Ms. Waldron asks about a community clean up. The Board states that it is not safe at the Erie Mill to have the community clean there.

Trustee Watkins would now like to see quotes for demolition (not to include the stone wall). Administrator Ryan will request them.

Bid Opening – Police Garage Asbestos Removal

Administrator Ryan reads the bid information aloud while Trustee Torrey notes the bid opening information. See chart below.

Company Name	Bid/Proposal Form	Bid Security	Total Bid Price
Summit Environmental Services	Yes	Yes	$42,727.00
Sun Environmental	Yes	Yes	$35,565.00
Phoenix Rising	Yes	Yes	$96,000.00
Abscope Environmental	Yes	Yes	$35,100.00

Administrator Ryan says he will review all bids in depth prior to the next meeting for award.

Motion by Trustee Haddad, seconded by Trustee Torrey, approving the paving project request for bids. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Watkins, approving the attached Correction of Errors Report regarding property known as 509 S main Street and owned by Edward J. Green, correcting the sewer unites from .5 to .25 and authorizing the Clerk's Office to process a refund to Mr. Green for the $28.75 overpayment. (Note: the paperwork erroneously notes the owner's name as 'Edward J. Gree".) Passed 5 to 0.

Correspondence

Mayor Warner sent thank you notes to people who donated money for the basketball courts and for the picnic table that was donated. Trustee Haddad asked what the table was made of. Foreman Holdridge says it was made with wood from the railroad and that Monty offered to make a 2nd table. Foreman Holdridge would like to get a 2nd table made and put at the rec field. The Board agrees to get the 2nd table. Foreman Holdridge will ask for the price.

Mayor Warner also notes that the Village received the list of potential properties for the upcoming county tax auction.

Administrator Comments

Administrator Ryan reports that everything is ready to go for the carnival. It is also noted that bicyclists will be

in and around the Village tomorrow (July 16th) for Cycle the Erie Canal. The DPW has placed bike racks and picnic tables out for the bikers to use.

Trustee Watkins asks for an update on the Farr Brother's Building. Administrator Ryan states that the contract is signed. Trustee Watkins is looking for the actual update that was part of the contract. Administrator Ryan says he will get one.

Mayor's Comments

Mayor Warner reports that the pool is being used a lot and that the park itself is also getting lots of use. She notes that the next meeting with EDR on the LWRP Grant is August 4th and 6 p.m. if any Trustees would like to attend.

Mayor Warner spoke with EDR regarding the $1.7 million for the Canal St. project. Both the boat launch and the pavilion have been removed from the NY Forward project. EDR states to address the street itself first.

Mayor Warner states that she and Administrator Ryan went to a meeting at Canastota Dairy, where they received a tour of the facility. She notes that the property is being cleaned, both inside and out. The dairy will be doing an expansion to include a building addition and a silo. The dairy plant has already invested $10 million dollars into the plant and plans to spend another $7 million. They would like to paint the exterior of the building. The plant is requesting a meeting with Dan from CWM about the increased production. They are looking to start producing sour cream.

Trustee Torrey asked about the smell. She is worried that it will get worse with more production. She does not want the smell to impact the carnival. Administrator Ryan states that the smell has improved. Trustee Haddad disagrees and states that the smell is very bad and we cannot allow it to happen during the carnival. He notes that the smell was particularly bad on June 28th in the evening and that it could be smelt at the thruway exit. Administrator Ryan will speak with the dairy about this.

Trustee Comments

Trustee Gustin – none.
Trustee Warkins – none.
Trustee Haddad – none.
Trustee Torrey – none.

Motion by Trustee Haddad, seconded by Trustee Watkins to enter into executive session at 8:34 p.m. Passed 5 to 0.

Motion by Trustee Torrey, seconded by Trustee Watkins, to exit executive session at 9:02 p.m. Passed 5 to 0.

Motion by Trustee Haddad, seconded by Trustee Torrey, to adjourn at 9:02 p.m. Passed 5 to 0.

Respectfully submitted,

Caitlin Farr
Deputy Clerk/Treasurer