

**Minutes of the Meeting of the Village Board of Trustees held at 7:30 p.m. at Village Hall,
16 West Genesee Street, Baldwinsville, NY.
December 1, 2016**

Members Present: Mayor Dick Clarke
Trustee Ruth Cico
Trustee Mike Shepard
Trustee Bruce Stebbins
Trustee Megan O'Donnell
Trustee Rick Presley

Absent: Trustee Mark Wilder

Others Attending – Attorney Bob Baldwin; Code Enforcement Officer Gregg Humphrey; Village Clerk Maureen Butler; Treasurer Anna Custer; Police Lt. Mike Lockwood; Village Engineer Steve Darcangelo; Senior Center Coordinator Ruth Troy; resident Diane Trimble and Jerry Elliott, a representative of the Public Access Channel.

The Pledge of Allegiance was recited.

Resolution #178/2016 Moved by Trustee Shepard, second by Trustee Stebbins
Resolved that the minutes from the Village Board meeting of November 17, 2016, be approved.

Carried

Citizen's Comments

There were no comments.

Trustee's Comments

Trustee Stebbins commended the DPW on their efforts during the first snowstorm and their swift turnaround picking up leaves.

Trustee Cico gave a recap of the village's successful Christmas tree lighting event. The donated tree from Canton Woods is a great fit. Cico went on to thank all involved.

Mayor's Comments

Mayor Clarke noted:

- that the budget process is underway and he feels that all department heads are doing their best to take the tax cap into consideration.
- that he as well as the board send condolences to the family of Joe Coleman. He had played a big part in the Baldwinsville community.

Department Heads

Attorney Bob Baldwin noted that he will speak to item 7B.

Code Enforcement Officer Gregg Humphrey will speak about the cell tower facility under pending business.

Senior Center Coordinator Ruth Troy gave an updated list of events that will be held at the Canton Woods Senior Center.

Pending Business

- **Water District Inter-Municipal Lease**

Resolution #179/2016 Moved by Trustee Stebbins, second by Trustee Presley

Resolved to adopt under SEQR that this lease is an unlisted action and to declare a negative declaration. It will not have any environmental impact.

Carried

Resolution #180/2016 Moved by Trustee Stebbins, second by Trustee O'Donnell

Resolved to authorize the mayor to sign the lease agreement between the Village of Baldwinsville and the Town of Lysander once two corrections are made. The village will lease and operate the water distribution network for five of the town's water districts for a period of 40 years.

Carried

While reviewing the lease agreement Trustee Stebbins and Engineer Steve Darcangelo noted two areas that needed to be changed: the last sentence in Section 2.3 regarding the expended escrow funds, should be deleted and an item noting that no districts can be expanded without village board approval needs to be added to the lease. Darcangelo stated that this should not be a problem since it was previously discussed with Lysander but did not make it on the lease agreement.

Attorney Baldwin wanted to reiterate that there will be no tapping into the current water supply. The volume stays the same. This lease is only for administrative purposes, maintenance needs and repairs.

- **Cell Tower Facility @ 17 West Genesee Street**

Resolution #181/2016 Moved by Trustee Presley, second by Trustee Cico

Resolved to declare that the construction of the storage area be denoted as a Type 1 SEQR action and to declare the Village of Baldwinsville Board of Trustees as Lead Agency pertaining to State Environmental Quality Review (SEQR) for the review of a proposed cell tower to be installed at 17 West Genesee Street, Baldwinsville, New York.

Carried

Attorney Baldwin noted that it needed to be declared a Type 1 action because it is "substantially contiguous" to a building on the National Register of Historic Places - Village Hall.

New Business

- **2016 Flexible Spending Plan**

Resolution #182/2016 Moved by Trustee O'Donnell, second by Trustee Stebbins

Resolved to authorize the mayor to sign the Flexible Spending Benefit Plan for the plan year January 1, 2017 to December 31, 2017, at a monthly service charge of \$4.00 per month per participant with an advance payment equal to fifteen percent of the aggregate Individual Election amount for all participants.

Carried

Village Clerk Maureen Butler stated that this agreement had been reviewed by the attorney and it is the same as last year.

- **Capital Fund Checking Account**

Resolution #183/2016 Moved by Trustee Presley, second by Trustee Stebbins

Resolved to approve a request from the treasurer to open a new capital fund checking account at M&T Bank for the purpose of recording capital funds activity.

Carried

Treasurer Anna Custer said that having this separate checking account will alleviate the many journal entries that goes along with the capital accounts. Payment for a capital expenditure will be processed directly from this account.

- **2017-2018 Budget Work Session**

Resolution #184/2016 Moved by Trustee Cico, second by Trustee O'Donnell
Resolved to hold a work session in regards to the proposed March 1, 2017 - February 28, 2018 village budget at 6:00 p.m. on Thursday, December 15, 2016, at Village Hall.

Carried

- **Receive and Award Bid – 2016 Tree Removal & Trimming**

Resolution #185/2016 Moved by Trustee Stebbins, second by Trustee O'Donnell
Resolved to receive bids for the 2016 Tree Removal and Trimming contract as bid on November 23, 2016.

Carried

Resolution #186/2016 Moved by Trustee Stebbins, second by Trustee Cico
Resolved to award the 2016 Tree Removal and Trimming contract to Timber Tree Service for a total bid price of \$4,025.00.

Carried

It is to be noted that this was the only bid received. However, the village engineer feels this is a competitive price for this contract and recommends making this award.

- **CNY Stormwater Coalition**

Resolution #187/2016 Moved by Trustee O'Donnell, second by Trustee Stebbins
Resolved to support participation in the CNY Stormwater Coalition Staff Services and Education Compliance Assistance Program.

Carried

Mayor Clarke read the full resolution to the board. Steve Darcangelo stated that as a member of this coalition many of the state requirements are met by them and eases the burden on the DPW.

- **Appointment of Code Secretary and Secretary to the Planning Bd, ZBA and ARB**

Resolution #188/2016 Moved by Trustee O'Donnell, second by Trustee Cico
Resolved to appoint the part-time position of Code Secretary (Clerk 1) to Mary Augustus at an hourly pay rate of \$12.69 with an effective date of December 5, 2016. This position also includes the roles of Secretary to the Planning Board, the Architectural Review Board and the Zoning Board of Appeals. The salary for services to these boards is on a per-meeting basis at \$75.00 per meeting.

Carried

- **Motion to pay bills as audited**

Resolution #189/2016 Moved by Trustee Stebbins, second by Trustee O'Donnell
Resolved to pay the bills from their proper accounts, after audit.

Abstract #19

- General Fund Checks #42214 - #42248 \$ 382,909.69
- Water Fund Checks #24004 - #24009 \$ 4,267.79
- Sewer Fund Checks #23352 - #23352 \$ 1,814.20

Carried

- **Adjournment**

Resolution #190/2016 Moved by Trustee Cico, second by Trustee Shepard
Resolved that the meeting be adjourned at 8:05 p.m., until the budget work session at 6:00 p.m. and the next village board meeting at 7:30 p.m., at Village Hall on December 15, 2016.

Carried

Respectfully submitted,

Maureen Butler,

Village Clerk of the Village of Baldwinsville