

**Minutes of the Annual Meeting of the Village Board of Trustees held via ZOOM
April 15, 2021**

Members Present: Mayor Dick Clarke
Trustee Ruth Cico
Trustee Mark Wilder
Trustee Megan O'Donnell
Trustee Mike Shepard
Trustee Andy Dryden
Trustee Bruce Stebbins

Others Attending – Attorney Bob Baldwin; Codes Officer Gregg Humphrey; Clerk Maureen Butler; Treasurer Anna Custer; Senior Center Coordinator Ruth Troy; Police Chief Mike Lefancheck; and Foreman Chuck McAuliffe.

The Pledge of Allegiance was recited.

Resolution #1/2021 Moved by Trustee O'Donnell, second by Trustee Cico, Trustee Dryden abstained Resolved that the minutes from the Village Board meeting of April 1, 2021, be approved.

Carried

Citizen's Comments

Carl Pelcher, a resident at 16 Elizabeth Street, approached the board about an ongoing proposal in front of the Planning Board. Pelcher shared his concerns regarding the proposed alteration of the carport by Washington Street Partners at 19 – 21 East Genesee Street. He distributed to the board a summary of what he spoke about. His concerns were related to setbacks, procedural issues, interpretation of the code and structure non-conformity. Pelcher will be presenting his concerns at the next Planning Board meeting.

Annual Appointments

Resolution #2/2021 Motion by Trustee Shepard, second by Trustee Stebbins Resolved that the appointment of **Baldwin, Sutphen & Frateschi, PLLC**, as Attorneys for the Village of Baldwinsville, for the ensuing year and that the following appointments, by the Mayor, for the ensuing year, be approved:

Trustee Stebbins as Deputy Mayor
Maureen Butler as Tax Receiver
Jody DePaulis as Deputy Village Clerk
Mary Augustus as Part-time Clerk
Timothy McMahon as Acting Justice
Sheryl Adsitt as Clerk for the Village Justice
Debbie Saldo as Court Attendant for the Village Justice
Louise Corrigan as Part-time Clerk for Department of Public Works
Mary Augustus as Part-time Codes Clerk
Lou Ann St. Germain as Communications Officer
Richard Long as Part-time Communications Officer
Trustee Stebbins as the Village representative to the DPW Safety Committee
McHarrie's Legacy as the organization to act as Historian for the village
Baldwin, Sutphen & Frateschi as Attorney for the Zoning Board of Appeals
Baldwin, Sutphen & Frateschi as Attorney for the Planning Board
Mary Augustus as Secretary for the Zoning Board of Appeals, Planning Board and ARB
Trustee Cico to the Canton Woods Senior Center Board of Directors

And that the following committee appointments (the first named in each instance to act as Chairperson), by the Mayor, be approved:

Public Works Committee: (includes Parks, signs, trees, planting, benches and fixtures):

Trustees Stebbins, Wilder and O'Donnell

Public Safety:

Trustee Shepard and Trustee Cico

Labor Relations:

Trustees Wilder, Shepard and Dryden

Intermunicipal Consortium:

Trustee Shepard

General Committee:

Trustee Dryden

Carried

Resolution #3/2021 Motion by Trustee Cico, second by Trustee O'Donnell

Resolved that the appointment of Nicole Schlater, as member of the Planning Board with the term ending in 2028, and the following be approved:

- the appointments of **Dean Johnson, Jim Orlando and Bruce King** as members of the Architectural Review Board. There is one vacancy.
- the appointment of **Baldwin & Sutphen and Frateschi**, as Village Prosecuting Attorney is confirmed, pursuant to Section 20-2006 (2) of the New York State Village Law, with the full benefit of the prosecutorial immunity provided in law and the full benefit and protection of defense and indemnification that is provided to all Village Officers/Employees, to prosecute any violators of any and all local laws known as the Code of the Village of Baldwinsville, New York in the Village of Baldwinsville Justice Court. The use of this service of the Prosecuting Attorney shall be as authorized by the Mayor.
- the 2020 permit and fee schedule be re-adopted for 2021 (copy is attached).
- that it shall be the Village of Baldwinsville's policy to waive permit fees for small projects and signs submitted by not-for-profit civic organizations. Such waivers shall apply to signs and projects where the permit fee does not exceed \$99.00.
- that the following 3rd party electrical inspectors be appointed for the ensuing year:
Larry Kinne, CNY Electrical Inspection Services, LLC; Timothy Willsey, The Inspector, LLC.; Aaron Bellows and Scott Bellows, Upstate Electrical Inspection Agency, Inc.; Richard Kersey, New York Atlantic-Inland, Inc.; Brian Fenner and Eugene Spencer, Commonwealth Electrical Inspection Services, Inc.
- that **Solvay Bank, M&T Bank and NBT Bank** be designated as depositories for the ensuing year.
- that **WellNow** be designated as the provider of professional services to the Baldwinsville Police Department for the ensuing year.
- that the **Messenger** and the **Syracuse Post Standard** be designated as the official newspapers of the village for the ensuing year. Any legal notice can be published in either newspaper to meet the requirement. No legal notice is required to be published in both papers.
- that **WSYR Radio Station** be designated as the official radio news media for the village for the ensuing year.

Carried

Resolution #4/2021 Moved by Trustee Shepard, second by Trustee Cico

- that the following are a list of meeting dates and times for the various boards:

the 1st and 3rd Thursdays of each month, between 7:00 p.m. and 7:30 p.m. be designated as work session time for the Village Board members.

the 1st and 3rd Thursdays of each month at 7:30 p.m. be designated as the regular meeting dates of the Village Board. The list is as follows:

April 15, 2021	October 7, 2021	March 17, 2022
May 6, 2021	October 21, 2021	April 7, 2022
May 20, 2021	November 4, 2021	
June 3, 2021	November 18, 2021	
June 17, 2021	December 2, 2021	
July 1, 2021	December 16, 2021	
July 15, 2021	January 6, 2022	
August 5, 2021	January 20, 2022	
August 19, 2021	February 3, 2022	
September 2, 2021	February 17, 2022	
September 16, 2021	March 3, 2022	

the 2nd Monday of each month at 7:00 p.m. be designated as the regular meeting date for the Zoning Board of Appeals.

the 4th Tuesday of each month at 7:00 p.m. be designated as the regular meeting date for the Planning Board.

the 1st Monday of each month at 7:00 P.M. be designated as the regular meeting date for the ARB.

- that the business hours of the Village Clerk's Office and therefore Village Hall, be designated as **8:00 A.M. to 4:00 P.M.** Monday thru Friday.
- that the business hours of the Canton Woods Senior Center, be designated as **8:00 A.M. to 4:00 P.M.** Monday thru Friday.
- that Village employees be allowed **reimbursement for mileage** while on official village business, at a rate per mile, as set by the IRS Guidelines.
- that the amount of removal, towing and storage charges authorized under Section 68033 shall be those established by the management council of the Onondaga 911 Center through which communication systems said removal, towing and storage is processed.
- that authorization be given to the **Mayor (first) and Deputy Mayor (second)** to sign checks in the absence of the Village Treasurer.
- that the charges for work performed **outside the Village of Baldwinsville** by our Department of Public Works employees be set at **\$70.23** per hour/per man and the overtime cost be set at **\$87.27** per hour/per man. The materials charge would be at cost plus 10% and the charge for equipment rental would be at the current village rate.
- that the employees of the Village of Baldwinsville will be required to file a **Certificate of Compliance and Disclosure**.
- that the **Procurement Policy for 2021** be adopted.

Carried

Resolution #5/2020 Motion by Trustee O'Donnell, second by Trustee Dryden

Resolved that the following be approved:

- that the following resolution be adopted:

WHEREAS the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and

WHEREAS, all such claims shall be presented at the next regular meeting for audit, and

WHEREAS, the claimant and officer incurring or approving the claim are jointly and severally liable for any amount the board of trustees disallows.

NOW THEREFORE BE IT RESOLVED:

Section 1. That the board of trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges. All such claims must be presented at the next regular meeting for audit and the claimant and officer incurring or approving the claims are jointly and severally liable for any amount the board of trustees disallows.

Section 2. This resolution shall take effect immediately.

Carried

REGULAR MEETING

Trustee's Comments

There were no comments.

Mayor's Comments

Mayor Clarke:

- announced that the DPW is looking for a few seasonal laborers for the summer. Contact Village Hall for an application or one can be found on the village's website.
- gave kudos to the organizers of this past weekend's Chowder Cook-off.
- noted that the Town of Van Buren decided not to open their pool this summer due to repercussions of Covid restrictions.
- Stated that he and Chief Lefancheck participated in a webinar regarding the new cannabis legislation. It was confirmed that since the federal government considers cannabis as a schedule 1 narcotic DPW workers who are subject to random drug testing and who have a CDL license cannot use marijuana.
- that NYCOM had some insight on the current status of the state budget. Increases will be seen in CHIPS money, the funds received from the Winter Recovery Act and the water and sewer fund.
- requested that a brief executive session be added to the agenda regarding a personnel matter.

Department Heads

Code Enforcement Officer Gregg Humphrey reminded residents that the village does not pick up any type of furniture from the edge of the roadway.

Senior Center Coordinator Ruth Troy reminded everyone that the Center is working on reopening small groups with limited programming indoors as well as outdoors. Some activities are beginning on Tuesday outside. Troy mentioned upcoming events including the first concert of the season on May 13th.

Foreman Chuck McAuliffe noted that the Canton Street project is going to be rebid due to an error in the original bid documents.

Chief Lefancheck spoke about the great news he received from PERMA, the village's workers comp carrier, about the Baldwinsville Police Department being named the sole statewide recipient of their premier award this year. The main reason for this award is the low number of injury claims over the past five years. The department has also taken advantage of some of the PERMA grants. This is a nice thing that the department is being recognized for.

The Chief told of an incident that occurred in the village where an intoxicated individual was on top of the girders of the bridge one early morning. The individual ended up sliding down the bridge and running onto Paper Mill Island where he jumped into the river. He eventually was safely found by the Baldwinsville officers with assistance from the Sheriff's office, Air One, the NYS Police and the Baldwinsville fire department and taken to the hospital.

Pending Business

- **WEP Proposal**
Nothing new to report.
- **Water Rate Increase**

Resolution #6/2021 Moved by Trustee O'Donnell, second by Trustee Wilder
Resolved to adopt the proposed water increase of 3% for village residents and 3 ½% for outside the village customers.

Carried

Trustee Stebbins stated that the sewer portion will remain the same.

New Business

- **Loan Documents – Police Vehicles**

Resolution #7/2021 Moved by Trustee O'Donnell, second by Trustee Wilder
Resolved to authorize the mayor to sign the loan documents with Solvay Bank for new police vehicles, as budgeted in the 2021-22 Village Budget.

Carried

- **Set Public Hearing – Zoning Map**

Resolution #8/2021 Moved by Trustee O'Donnell, second by Trustee Wilder
Resolved to set a Public Hearing for Thursday, May 6, 2021, to consider a proposed Local Law amending the Village Code of the Village of Baldwinsville, Chapter 345, entitled "Zoning" and the related Village "Zoning Map", to amend Section 345-3(A) to adopt the Village of Baldwinsville Zoning Map dated February 11, 2020. as the Official Zoning Map of the Village.

Carried

- **New Policy – Paper Mill Island – Minors**

Resolution #9/2021 Moved by Trustee O'Donnell, second by Trustee Wilder
Resolved to institute a new policy as the owner-operator of Paper Mill Island to restrict unaccompanied minors from being on the Island without a corresponding parent or legal guardian accompanying them and for the erection of signs stating that that is our policy.

Carried

In a response to Chief Lefancheck's concern about this new policy during large events geared towards a younger crowd, Attorney Baldwin stated that while scheduling such events on the Island, the village can always waive the policy requiring a parent or legal guardian accompanying a minor (under 18). This can be done on an individual basis.

- **Appointment of Seasonal Laborer – Helmbold**

Resolution #10/2021 Moved by Trustee O'Donnell, second by Trustee Wilder
Resolved to authorize the appointment of Arthur Helmbold, as a seasonal laborer in the Parks department at a rate of \$17.00/hour, with an effective date of April 19, 2021.

Carried

- **Executive Session**

Resolution #11/2021 Moved by Trustee O'Donnell, second by Trustee Wilder
Resolved that the board retire into an executive session regarding a personnel matter at 8:45 p.m.

Carried

Resolution #12/2021 Moved by Trustee Dryden, second by Trustee Wilder
Resolved that the board returned from executive session at 9:15 p.m.

Carried

- **Motion to pay bills as audited**

Resolution #13/2021 Moved by Trustee Dryden, second by Trustee Cico
Resolved to pay the bills from their proper accounts, after audit.

Abstract #4

- General Fund Checks #46898 - #46927 \$ 30,139.34
- Water Fund Checks #24973 - #24983 \$ 83,543.37
- Sewer Fund Checks #23950 - #23956 \$ 1,754.01

Carried

- **Adjournment**

Resolution #14/2021 Moved by Trustee Dryden, second by Trustee Cico
Resolved that the meeting be adjourned at 9:16 p.m., until the Public Hearing and next village board meeting at 7:30 p.m., on May 6, 2021.

Carried

Respectfully submitted,

Maureen Butler
Village Clerk