

**Minutes of the Annual Meeting of the Village Board of Trustees held at 7:30 p.m.
April 6, 2023**

The Pledge of Allegiance was recited.

A Public Hearing was held by the Village Board of Trustees on April 06, 2023, at Village Hall at 7:30 p.m., to consider a proposed resolution to authorize the Mayor of the Village of Baldwinsville to execute and submit an application to the County of Onondaga for the 2023 Community Development Block Grant (CDBG) funding cycle.

Members Present: Mayor Dick Clarke via Zoom, no voting privileges.
Trustee Bruce Stebbins
Trustee Eric Reinagel
Trustee Megan O'Donnell
Trustee Michael Shepard
Trustee Nate Collins
Trustee Ruth Cico

Others Attending – Attorney Bob Baldwin; Village Clerk Jody DePaulis; Police Chief Mike Lefancheck; Superintendent of Public Works Chuck McAuliffe; Treasurer Mark Baker; Pac-B videographer Brian Hewitt; Citizens: Paul DeFelice, Luanne Deflice, Lisa Trumble, S. Patterson, Michael Kester, Nicole Ragab, Jennifer Biondi, Natalie Siedhof, Fred Miller, Lisa Campagna, Lyndsay Hodkinson, Brian Carter, Dan Coogan, Trish Hemmerleen, and Kevin McMahon.

The Public Hearing was called to order at 7:30 p.m. by Deputy Mayor Stebbins and the Pledge of Allegiance was recited.

The Village Clerk read the Proof of Publication.

Comments in favor of the proposal: there were none.

Comments against the proposal: there were none.

Resolution #001/2023 Motion by Trustee Collins, second by Trustee Cico
Resolved that the Public Hearing be adjourned and closed at 7:32 p.m.

Carried

Respectfully submitted,

Jody DePaulis, Village Clerk

Resolution #002/2023 Moved by Trustee Reinagel, second by Trustee Shepard
Resolved that the minutes from the Village Board meeting of March 16, 2023, and March 21, 2023, be approved.

Carried

Citizen's Comments

Kevin McMahon asked the board if he once again could use Paper Mill Island on Wednesdays from 5:30 p.m. – 6:30 p.m. in the nice weather for yoga. They are hoping to start the first week in May through the end of September. His classes are free to the public and are only asked to register through a particular website.

Resolution #03/2023 Moved by Trustee Reinagel second by Trustee Cico

Resolved to waive the rental fee for Paper Mill Island for the Wednesday night yoga classes.

Carried

Paul DeFelice spoke to the Board regarding the proposed new rd. and 100 car parking lot that the school district will be voting on in a few weeks. The road will now be added so traffic will be coming out, onto RT 48. He was very disappointed that the entire new road and parking project was conceived and planned without input from its closest neighbors. They are asking for guidance from the Village that anyone else deemed app to meet and work the neighborhood representatives to determine what alternatives are available to stop or greatly modify the project. The Mayor responded that he will call Mr. DeFelice on Friday, April 8, 2023 to discuss the matter.

Kevin Coogan spoke on behalf of the Little League Representatives. They are asking the Board to be reimbursed for striping on the parking lot at the little league field. They will be hosting three big tournaments this summer. Without the striping at the parking lot, there are a lot of parking issues. They received two quotes, one for \$2500.00 and one for \$1300.00. Discussion ensued regarding the striping and the Mayor will make a call to the County Tourism tomorrow to see if any funding is available. Also, discussion was had about the Village paying and coming out of the park's budget. Kevin Coogan will send both quotes to Chuck McAuliffe to review.

Annual Appointments

Resolution #004/2023 Motion by Trustee O'Donnell, second by Trustee Cico

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

Mark Baker as Village Treasurer

Jody DePaulis as Village Clerk

Jody DePaulis as Tax Receiver

Melissa Panella as Deputy Village Clerk

Tim Ganey as Part-time Codes Enforcement Officer

Mary Augustus as Part-time Clerk

Elijah Huling Jr as Village Court Justice

Teresa Huegel 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 Architectural Review Board

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, Reinigel and O'Donnell

Public Safety:

Trustees Shepard, Cico and Collins

Labor Relations:

Trustees Shepard and Reinigel and Collins

Intermunicipal Consortium:

Trustee Shepard

Finance Committee:

Trustees Reinigel & Stebbins, Mark Baker, Jody DePaulis

Carried

Resolution #005/2023 Motion by Trustee Reinigel, second by Trustee Collins

- That the re-appointment of **Kevin Barker** as a member of the Zoning Board of Appeals, with a term ending 2028, be approved.
- That the re-appointment of **Rocco Nalli**, as a member of the Zoning Board of Appeals, with a term ending 2028, be approved.
- That the appointment of **Johanna Bock** as a member of the Planning Board with a term ending 2030 be approved.
- That the appointment of **Andrew Knowlden** as an alternate member of the Planning Board with the term ending 2030, be approved.
- That the appointments of **Dean Johnson, Jim Orlando and Bruce King** as members of the Architectural Review Board be approved.
- That the appointment of **Baldwin, Sutphen & 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.
- That the **2023 permit and fee schedule** be adopted (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.; and Richard Kersey, New York Atlantic-Inland, Inc.; Brian Fenner and Gene Spencer, Commonwealth Electrical Inspection Service, Inc.**
- That **Solvay Bank, M & T Bank, NY Class, NBT Bank** are 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 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** is designated as the Official Radio news media for the Village for the ensuing year.
Carried

Resolution #006/2023 Moved by Trustee Shepard, second by Trustee Cico

Resolved 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 20, 2023,	October 5, 2023	March 21, 2024
May 4, 2023	October 19, 2023	April 4, 2024
May 18, 2023	November 2, 2023	
June 1, 2023	November 16, 2023	
June 15, 2023	December 7, 2023	
July 6, 2023	December 21, 2023	
July 20, 2023	January 4, 2024	
August 3, 2023	January 18, 2024	
August 17, 2023	February 1, 2024	
September 7, 2023	February 15, 2024	
September 21, 2023	March 7, 2024	

- 2nd Monday of each month at **7:00 p.m.** be designated as the regular meeting date for the Zoning Board of Appeals.
- 4th Tuesday of each month at **7:00 p.m.** be designated as the regular meeting date for the Planning Board.
- 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 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 **\$76.21** per hour/per man and the overtime cost be set at **\$93.94** 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 village water/sewer rates will increase by 3% for the village and 4% for non-village residents.

Carried

Resolution #007/2023 Motion by Trustee Collins, second by Trustee Cico

Resolved to approve the following:

- that employees of the Village of Baldwinsville will be required to file a **Certificate of Compliance and Disclosure**.
- that the **Procurement Policy for 2023** be adopted.
- And 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

Trustee's Comments

Trustee O'Donnell wanted to remind the community of the Volunteer Center annual awards dinner to be held on April 22, 2023

Trustee Shepard asked Superintendent Chuck McAuliffe if he could comment on brush pick up, when it started, how often that they come around. Chuck McAuliffe said that they have started. It depends on the amount of brush cleanup they have to determine how fast they move around the village. Please put brush in the right of way, not in the road. The DPW does not take tree stumps.

Trustee Reinagel wanted to remind residents that now that the nicer weather is here, please slow down at crosswalks. He also gave a congratulations to WT Brews on an award they recently received. Also, he wanted to remind residents that with all the recent tragedies that our Village has had to endure to please look out for one another. Be gentle with your words and if you need to please call a friend if you need help. 988 is a great resource to call and get help if you are not feeling well. As a community, let's be a little more gentle with one another.

Mayor's Comments

Mayor Clarke noted that:

- He wanted to let everyone know that there is an alternate now for the Planning Board, Andrew Knowlden and a new Codes Officer, Tim Ganey.
- The Village is looking for a Mechanic for the DPW, also a Part-Time DPW Clerk in July
- He spoke with the organizer with the Farmer's Market, and they again will be having a Farmer's Market this summer
- The Mayor mentioned that if anyone would like to put on the Summer Concert Series they are looking for a group to take that over on Tuesday nights. If you are interested, please call the Mayor.

Department Heads

Treasurer Mark Baker stated that at the next meeting, he will be having an Investment policy that the Board will be looking at, There will be more information at the next meeting.

Superintendent of Public Works Chuck McAuliffe explained that last year they received a \$5,000 grant. They purchased bulbs, using LED Bulbs. Also, they had received a \$10,000 grant to upgrade street lights that do not belong the power company.

Chief Lefancheck enlightened the board that he did meet for about an hour with Mr. DeFelice on his concerns and had a nice conversation.

New Business

- 2023 Community Development Block Grant

Resolution #008/2023 Moved by Trustee Shepard, second by Trustee O'Donnell

Resolved to authorize the Mayor of the Village of Baldwinsville to execute and submit an application to the County of Onondaga for the 2023 Community Development Block Grant (CDBG funding cycle).

Carried

- Rehire

Resolution #009/2023 Moved by Trustee O'Donnell, second by Trustee Collins

Resolved to rehire Cathy Walsh as a temporary part time Court Clerk at a rate of \$16.66/hr effective, April 3, 2023 to June 15, 2023 with an average of 20 hrs per week.

Carried

- Arbor Day

Resolution #10/2023 Moved by Trustee Cico, second by Trustee Collins

Resolved to declare Friday, April 28, 2023 as Arbor Day in the Village of Baldwinsville

Carried

- John Deere Backhoe purchase

Resolution #11/2023 Moved by Trustee Reinagel, second by Trustee O'Donnell

Resolved to purchase a John Deere backhoe from Five Star Equipment in the amount of \$96,817.61 (budgeted item)

Carried

- **Meter purchase**

Resolution #12/2023 Moved by Trustee O'Donnell, second by Trustee Collins

Resolved to allow permission to purchase 20 -1" meters to replace the old meters at Conifer Village in the amount of \$12,344.60

Carried

- **Seneca River Days Contract**

Resolution #13/2023 Moved by Trustee Shepard, second by Trustee O'Donnell

Resolved for the Mayor to sign the Pyrotecnico Fireworks, Inc contract for the Seneca River Days that includes a provision to provide insurance coverage. If not provided within 14 days after execution of the contract, the Village has the right to void the agreement.

Carried

- **Soffit Work for Village Hall**

Resolution #14/2023 Moved by Trustee Collins, second by Trustee Reinagel

Resolved to have the Superintendent of Public Works to portion out the soffit work at Village Hall for a sum of \$81,000 with the same contractor.

Carried

- **Executive Session – No anticipated action**

Resolution #15/2023 Moved by Trustee Collins, second by Trustee Cico

Resolved that the board retire into an executive session regarding a legal issue with no anticipated action planned at 8:49 p.m.

Carried

- **Executive Session – returned**

Resolution #16/2023 Moved by Trustee Collins, second by Trustee Reinagel

Resolved that the board returned from executive session at 9:18 p.m.

Carried

- **Motion to pay bills as audited**

Resolution #17/2023 Moved by Trustee Collins, second by Trustee Cico

Resolved to pay the bills from their proper accounts, after audit.

Abstract #2

- General Fund Checks #48863 - #48898 \$ 83,840.70
- Water Fund Checks #25416 - #25432 \$ 23,663.05
- Sewer Fund Checks #24200- #24203 \$ 2817.13

Carried

- **Adjournment**

Resolution #18/2023 Moved by Trustee Collins, second by Trustee Cico

Resolved that the meeting be adjourned at 9:19 p.m., until the next village board meeting on Thursday, April 20, 2023, at 7:30 p.m.

Carried

Respectfully submitted,

Jody DePaulis

Village Clerk
Village of Baldwinsville