

**Minutes of the Meeting of the Village Board of Trustees held at 7:35 p.m. at Village Hall,  
16 West Genesee Street, Baldwinsville, NY.  
December 6, 2018**

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

Others Attending – Attorney Bob Baldwin; Attorney Joe Frateschi; Code Enforcement Officer Gregg Humphrey; Village Clerk Maureen Butler; Treasurer Anna Custer; Senior Center Coordinator Ruth Troy; Engineer Steve Darcangelo; Police Chief Mike Lefancheck; and Joe Loffredo, a representative from the Public Access Channel.

The meeting was called to order at 7:35 p.m. by Mayor Clarke and the Pledge of Allegiance was recited.

**Resolution #191/2018** Moved by Trustee Dryden, second by Trustee Cico  
Resolved that the minutes from the Village Board meeting of November 15, 2018, be approved.

**Carried**

**Citizen's Comments**

There were none.

**Trustee's Comments**

Trustee Wilder requested that an executive session be held to update the board on a contract issue.

**Mayor's Comments**

Mayor Clarke offered kudos to the Christmas tree lighting and Parade of lights committees. Clarke noted that the weather wasn't the best so the crowd was slightly smaller than last year. He thanked the Police department and the DPW for their efforts.

**Department Heads**

Attorney Bob Baldwin introduced his new partner Joe Frateschi.

Clerk Maureen Butler noted that the water/sewer outstanding balances were closed out on November 25<sup>th</sup> and will be levied on the March village taxes. The dollar amount was less than last year.

Coordinator for Canton Woods Senior Center Ruth Troy told of the upcoming events. Troy stated that the Canton Woods Senior Center board passed their 2019 budget with a slight increase.

**Pending Business**

- **Annexation – 8439 Smokey Hollow Road**

Attorney Baldwin and Frateschi met with the Town of Lysander's attorney about the question regarding the town's ownership of the park. The town is in agreement that the ownership provision should be incorporated. The next step would be the adoption of the local law (no publication required) finalizing the annexation with terms of the agreement included.

- **Electronic Sign Moratorium**

Code Enforcement Officer Gregg Humphrey stated that he had previously distributed the proposed local law for electronic signs and the next step is a public hearing for the adoption of the local law.

**Resolution #192/2018** Moved by Trustee Wilder, second by Trustee Stebbins

Resolved to set a public hearing for electronic sign legislation on Thursday, December 20, 2018 at 7:30 p.m.

**Carried**

Trustee Stebbins questioned the language regarding the statement that lights may be displayed between Thanksgiving and New Years Day. Stebbins wondered if this meant that the lights had to be taken down January 2<sup>nd</sup>. Humphrey noted that this is one of the items in the legislation that needs to be looked at and possibly changed before adoption.

- **Employee Handbook**

Clerk Maureen Butler stated the committee has another date next week to meet. Butler asked the Board if anyone had any edits that they wanted made.

- **Rental Registry**

Code Enforcement Officer Gregg Humphrey informed the Board that an inventory has been taken of the rental properties including single family homes. Humphrey and Darcangelo would like to have a rental registry in place in order to have current and correct information without the required inspections. A proposal for a local law has been distributed to the Board for review. Attorney Baldwin noted that one provision in the local law mandates that all properties in which the landlord does not live in the area have local representation. A public hearing will be set in the future.

**New Business**

- **Local Law revisions – Chapter 112 - Animals; Section 338-10 - Water**

Gregg Humphrey explained a change in the code regarding a leash law. A dog must be on a leash unless in the yard of a home that does not require one. The Village of Baldwinsville uses both the Town of Lysander and the Town of Van Buren's dog control officers. But since they do not enforce the Village of Baldwinsville's code the Baldwinsville Police department would need to get involved in order to enforce the code.

Trustee Wilder asked Humphrey for a synopsis of changes for the Water section. Humphrey noted a few of the changes: addition of a backflow preventer to be installed in commercial multi-family properties; deletion of a fee for thawing out pipes on village-owned property; and the combining of two sections regarding bulk water use from a hydrant. The Village Board will review and discuss at a later date.

- **2019 Flexible Benefit Plan renewal**

**Resolution #193/2018** Moved by Trustee Wilder, second by Trustee O'Donnell

Resolved to authorize the mayor to sign the Flexible Benefit Plan for the plan year January 1, 2019 to December 31, 2019, at the current monthly service charge of \$4.00 per month per participant and an increase to the employee contribution from \$2,600.00 to the IRA maximum of \$2,700.00.

**Carried**

- **PDD Moratorium**

**Resolution #194/2018** Moved by Trustee Shepard, second by Trustee O'Donnell

Resolved to set a public hearing for the creation of a 180-day moratorium in regard to PDDs on Thursday, December 20, 2018, at 7:35 p.m. at Village Hall.

**Carried**

Attorney Bob Baldwin informed the board that a couple of the older PDD's (Smokey Hollow PDD, for example) had been adopted by local law but never had limitations or uses defined in them. Just the metes and bounds were defined. The Village Code does not mention these older PDD's. Baldwin noted that the moratorium would put a hold on any development in the PDD's while the board figures out what kind of development that the Village would like to see in these areas. Humphrey stated that the Code also requires that every PDD becomes its own zoning district and listed in the Code as its own article. Fobes Island is the only PDD listed/filed correctly.

- **Declaration of Surplus**

**Resolution #195/2018** Moved by Trustee O'Donnell, second by Trustee Stebbins

Resolved to declare a desktop computer and monitor in the Clerk's office (located at the counter) as surplus.

**Carried**

- **Sewer Credit – 21 MacArthur Road**

**Resolution #196/2018** Moved by Trustee Stebbins, second by Trustee Dryden

Resolved to credit the water bill at 21 MacArthur Road for the sewer portion of a water leak in the amount of \$129.06.

**Carried**

- **Executive Session-No Anticipated Action**

**Resolution #197/2018** Moved by Trustee Wilder, second by Trustee Cico

Resolved that the board retire into an executive session regarding an update on a contract issue at 8:17 p.m.

**Carried**

**Resolution #198/2018** Moved by Trustee Wilder, second by Trustee Cico

Resolved that the board returned from executive session at 8:25 p.m.

**Carried**

- **Motion to pay bills as audited**

**Resolution #199/2018** Moved by Trustee Dryden, second by Trustee O'Donnell

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

**Abstract # 18**

- General Fund Checks #44240 - #44288 \$ 494,188.41
- Water Fund Checks #24473 - #24479 \$ 4,465.71
- Sewer Fund Checks #23604 \$ 10.92
- Bond 17-18 Project #1066 - #1067 \$ 1,164.60

**Carried**

- **Adjournment**

**Resolution #200/2018** Moved by Trustee Shepard, second by Trustee Cico

Resolved that the meeting be adjourned at 8:32 p.m., until the Public Hearing and the next Village Board meeting on Thursday, December 20, 2018, beginning at 7:30 p.m.

**Carried**

Respectfully submitted,

*Maureen Butler*  
*Village Clerk*