

VILLAGE OF CANASTOTA
MINUTES
November 2, 2020

Mayor Warner called the meeting to order at 7:00 p.m. The Pledge of Allegiance was recited.

PRESENT: Mayor Rosanne Warner; Deputy Mayor Jeffrey Carpenter, Trustees Jeffrey Watkins, Douglas Gustin and Bill McDade (via telephone); Village Administrator Jenn Farwell; Residents Ken Halsey and Mark Taylor.

ABSENT: None.

Motion by Trustee Watkins, seconded by Trustee Carpenter, to approve the General Fund Abstract in the amount of \$39,258.80. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Gustin, to approve the Sewer Fund Abstract in the amount of \$28,464.76. Passed 5 to 0.

Public Comments.

Mark Taylor asked how the last administration left the current administration financially. The Mayor replied that we were left in a good position.

Motion by Trustee Watkins, seconded by Trustee Gustin, Motion to declare two desktop towers and two laptop computers as surplus and allow them to be destroyed and appropriately recycled. (Note: These computers were running Windows 7 and were taken out of service in the 2019 year due to Windows not supporting their version 7 any longer.) Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Gustin, Motion approving a credit in the amount of \$320.37 in favor of Jessica Howe, against the sewer charges on her September 30, 2020, OCWA bill for premises located at 114 Ball Avenue, Canastota. (Note: The reason for the excess water consumption was reported as a toilet leak that has been repaired.) Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, to accept the attached Barracuda Essentials & O365 Support renewal proposal from M.A. Polce for the period of 11/24/20 – 11/23/21 in the amount of \$338.00 monthly for O365 and Barracuda Support and \$2,587.68 annual lump sum payment for Barracuda Essentials Complete Edition (for 36 users) and to authorize Administrator Farwell to electronically approve the proposal on behalf of the Village. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Watkins, to accept the attached Agreed Upon Procedures General and Court Audit proposal from D’Arcangelo & Co., LLP, for a fee estimate not to exceed \$7,550.00, and to authorize the Mayor to execute the same. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Carpenter, to accept the attached proposal from D’Arcangelo & Co., LLP for preparation of the 2020 AUD, for a fee estimate not to exceed \$7,250.00, and to authorize the Mayor to execute the same. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Gustin, to approve the attached NetDMR Subscriber Agreement between the Village and NYS DEC, generated on October 29, 2020, giving Jim Cunningham the authority to sign the monthly DMR reports on behalf of the Village, and to authorize the Mayor to execute the same. Passed 5 to 0.

Correspondence.

- Letter from the Canastota Public Library requesting permission to place a small historical marker in the right-of-way on Main Street. The Mayor noted that it would be a blue historical marker like the Village has. The Board is in support of the application and consents to the placement of the marker in the right-of-way.

The Mayor talked about repainting some of the markers in the Village that need some attention.

- Tree letter from Diane Pratt regarding a tree located at 221 North Peterboro Street.
- Flyer from Oneida First United Methodist Church regarding their annual coat giveaway.
- Letter from Bridges of Madison County regarding their underage gambling program.

Administrator.

Administrator Farwell reported that at the beginning of COVID in June, FEMA funds were released for reimbursement of COVID-related expenses. She had a meeting on this and is still putting together information and documentation. We did not have a big expense for PPE so we might not meet the minimum of \$3,300 for reimbursement. Administrator Farwell noted that we did a great job of tracking expenses for COVID and she is still working on this.

Administrator Farwell was looking for the documents from the County regarding social media. She is awaiting for information from the County.

Administrator Farwell advised that there is a new nail salon across the street and there will be a ribbon cutting on Friday.

The Main Street Grant is almost done - this is the grant in cooperation with the County. Administrator Farwell gave an update on what is still to be done.

Administrator Farwell advised that at about 4:00 today she heard from Eileen from Civil Service regarding the positions for taking care of the pump stations. The positions came back classified as an MEO - no reclassification is necessary.

Administrator Farwell reported that the Halloween event this weekend was great - Rec did a great job! The Board needs to think about the holidays and what we are going to do.

Mayor.

Mayor Warner did not do a written report this week - she will have it for the next meeting. The Mayor's time has been spent mostly on the Treatment Plant. The Mayor welcomed New Water Technologies - they are in the plant now. They started yesterday. NWT is going into the plant making lists. They were going to come to our meeting tonight, but will be at our next meeting to give them more time to put information together for us.

The Mayor was notified that there is a fox on a resident's porch on Belleview Drive.

Mark Taylor asked the Mayor about the status of the treatment plant. The Mayor noted that the old company gave a 30-day notice and we found NWT to run the plant. Mayor Warner stated that there is a lot of equipment and parts down there that are at the end of their life and we will need to put money into the plant. Ken Halsey suggested that the Board make visits to the plant to check on it. The Mayor noted that Jim Cunningham put the language in the contract that Trustee Carpenter had requested. Jim Cunningham will do a presentation for the Board and would like to do it in person. The Mayor noted that the new company's focus is to get us staffed, get the repairs made and transfer the operation of the plant back to the Village. Mayor Warner advised that we have talked with the union about the transition. The Mayor wants us to put the savings back into the plant over the next 3 years. Our cost is about \$175,000 a year for 3 years and the savings is about \$55,000. Trustee Carpenter noted that there will also be a transition period when it is turned back over to us. The Mayor noted that Jim Cunningham wants us to promise that we will work towards bringing the plant back to where it should be. Mayor Warner thanked the Trustees and Jim Cunningham for their assistance and patience and she thanked Administrator Farwell for her help with the DPW.

Trustee Comments.

Trustee Carpenter reminded everyone to vote tomorrow.

Trustee McDade heard from a couple of residents about our FaceBook page regarding bulk yard waste. Trustee McDade believes that it is too early to stop leaf collection. Administrator Farwell noted that she went on the page this morning and commented that we are ending the weekly Monday brush pick up because this is the same crew that does plowing and salting. She let people know that if they called us, we would take care of their leaves when we can.

Mayor Warner noted that there is no overnight parking on the street until April 1.

Trustee Gustin advised that he and the Mayor met with Frank McFall regarding the 911 addressing.

He also sat with Code Enforcement Officer Adsit. There are 3 areas that they are looking at right now where they need to come up with numbers and get in touch with people. They will be working on this into January. Code Enforcement Officer Adsit advised Trustee Gustin that they need a Codes Committee meeting - they are waiting for a response from Attorney Stokes. The Board talked about some of the outstanding codes. Mayor Warner noted that she has reached out to Wampsville to get the name of their attorney. Administrator Farwell suggested that we have the Attorney Stokes attend the meeting digitally. She also suggested that we don't need an attorney at every Codes Committee meeting. The Mayor suggested that the attorney could attend every 2 or 3 meetings. Trustee Gustin asked about our thoughts for holiday events. He talked about some ideas that they had. The Board discussed the possibilities. The Mayor asked the liaisons to reach out to the Rec Board and Beautification Committee for ideas.

Ken Halsey asked about the leaf pickup stoppage.

Adjourn.

Motion by Trustee Watkins, seconded by Trustee Gustin, to adjourn at 7:55 p.m. Passed 5 to 0.

Respectfully submitted,

Catherine E. Williams
Clerk/Treasurer