

VILLAGE OF CANASTOTA  
MINUTES  
August 16, 2021

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, Bill McDade and Douglas Gustin; Village Administrator Jenn Farwell; Police Sgt. Sean Barton; Police Officer Herman Wedgren; Fire Chief TJ Tornatore; DPW Foreman Mark Maxwell; Recreation Leader Nichole Boston; Dan Cunningham from NWT; Part-time Police Candidate Zachary Correnti; and Bruce Burke of PAC99.

ABSENT: None.

Motion by Trustee Watkins, seconded by Trustee Carpenter, to approve a loan from the General Fund to the Capital Project Fund in the amount of \$4,570.50 for architectural fees for the LWRP designs. Passed 5 to 0.

Motion by Trustee McDade, seconded by Trustee Gustin, to approve the attached General Fund Abstract in the amount of \$116,659.24. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Watkins, to approve the attached Sewer Fund Abstract in the amount of \$41,553.67. Passed 5 to 0.

**Public Comments.**

None.

**Department Heads.**

Sgt. Barton asked the Board if they had any questions about his report. He introduced Part-Time Police candidate Zachary Correnti and Permanent Part-Time Police candidate Herman Wedgren. Mayor Warner asked how many part-time officers we have now. Sgt. Barton advised that we have six (6) part-time officers currently. Trustee Watkins asked about the FTO officers and Sgt. Barton advise the Board that they are doing well.

Dan Cunningham of New Water Technologies read the stats for the month that were provided to the Board. He spoke to the Board about their plan for maintenance on the WAS pumps. They are trying to fix the rails on the other pump that was mentioned in the report. The rails need repair/replacement - they are trying to keep costs at a minimum. The Mayor asked if they have figured out the flow ups and downs. Mr. Cunningham said that it has been leveling out pretty well now. The Mayor advised that she has not heard back from Queensboro yet. Trustee Carpenter asked about the correlation between rainfall and gallons treated. The Board noticed a spike in the gallons treated and heavy rainfall.

Fire Chief Tornatore asked if there were any questions on his report. The Company purchased the tablets for the I Am Responding. They are picking out a data plan - Administrator Farwell sent him information. Chief Tornatore asked when the newsletter would come out again. Administrator Farwell advised that she gave the Department Heads a break for August because they were so busy and stated that she will do it again in September. Chief Tornatore advised that the Fire Company was thinking that they will do a fish fry in the fall.

DPW Foreman Maxwell asked if there were any questions on his report. He reported that the plow truck is being put together over the next 3-4 weeks. Trustee Watkins asked if we figured out what had to go to auction yet. DPW Foreman Maxwell stated that he is working on infrastructure problems and will get it to Trustee Watkins as soon as things calm down. Trustee Watkins would like the list by Friday. DPW Foreman Maxwell reviewed with the Board the sidewalk work that needs to be done this year.

Recreation Leader Nichole Boston advised that they did their first event - the Kickball Tournament. They had 55-60 people and it was a beautiful day and a great turnout. The Rec Board is working on the Basketball Tournament this Saturday. They don't think that they will get enough people and they are thinking about moving it to a time when school is in session as they are not reaching enough kids. They will cancel it for now and move forward with the Color Run. She advised that other agencies will be helping them. Recreation is working on the Craft Fair and waiting to hear from St. Agatha's as an alternate location for the Craft Fair. Nichole advised that the Color Run is scheduled for September 18 and she would like the Village to do a table.

Motion by Trustee Watkins, seconded by Trustee McDade, approving the attached New Position Duties Statement for a Permanent Part Time Police Officer and authorizing the Mayor to execute the same. Passed 5 to 0.

Motion by Trustee McDade, seconded by Trustee Gustin, appointing Herman Wedgren as a Permanent Part-Time Police Officer at an hourly salary of \$20.00 effective August 17, 2021. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, appointing Zachary Correnti as a Part-Time Police Officer at an hourly rate of \$20.00 effective August 18, 2021. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, authorizing the closure of South Peterboro Street on Saturday, September 11, 2021, from Railroad Street north to Canal Street, from 7:45 a.m. - 10:00 a.m., for the annual 9/11 ceremony, pursuant to the attached request of Sgt. Barton. **Discussion:** Trustee Watkins asked if we are good on staffing for that day. Sgt. Barton advised that we are and that he only needs a couple of people.

**Correspondence.**

- Letter from Don Forth resigning from the Planning Board effective August 11, 2021. The Mayor noted that Don has been trying to get off of the Board for quite some time now. The Mayor accepted his resignation with thanks and asked how long Don had been on the Planning Board.

Motion by Trustee McDade, seconded by Trustee Watkins, to appoint Marcus Labarbera to a 5-year term on the Planning Board expiring on April 6, 2026, to fill the vacancy created by the resignation of Donald Forth. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee McDade, to dispose of the following equipment to Madison County for recycling: Dell Laptop: Service Code 17175587366; Panasonic Laptop: Car 203 CF-51RCVDFBM; HP Laptop Serial Number CN 24902809; Panasonic Laptop: Car 201 CF-51RCVDFBM; Dell Laptop Service Code 20344477573; Panasonic Laptop Car 202 CF-51RCVDFBM. Passed 5 to 0.

Motion by Trustee Watkins, seconded by Trustee Gustin, to approve payments totaling \$5,574.37, from the General Fund to MBI for health insurance debit card transactions from July 1, 2021 - July 31, 2021. Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee McDade, to accept the attached contract renewal from M.A. Polce for 36 licenses of Microsoft Office 365 for the period 8/7/2021 - 8/6/2022, at the monthly rate of \$144.00. (Note: this has been extended at the current rate and the contract acceptance is to be verified electronically.) Passed 5 to 0.

Motion by Trustee Carpenter, seconded by Trustee Watkins, approving the attached State of New York Master Contract for Grants for the 2019 DEC WQIP Grant in the amount of \$413,347.00 and authorizing the Mayor to execute the same. Passed 5 to 0.

Motion by Trustee Gustin, seconded by Trustee Watkins, approving the attached Agreement between the Village and the Canastota Central School District for the Special Patrol Officer for period beginning September 1, 2021 until the end of the 2021-2022 school year and authorizing the Mayor to execute the same. **Discussion:** Trustee McDade noted that he did not have a copy of the Agreement. Clerk/Treasurer Williams advised that it was emailed this morning and that the terms are the same as last year.

Motion by Trustee McDade, seconded by Trustee Carpenter, accepting the attached Time and Material Work Order from TKE for time and material to finish the phone hook up in the elevator located in the Municipal Building, at a cost of \$295.00 per hour and authorizing the Mayor to

execute the same. **Discussion:** Trustee Gustin asked if the Town of Lenox was splitting this with us. Administrator Farwell advised that they are. Passed 5 to 0.

**Administrator.**

Administrator Farwell noted that we did not receive any bids on the phones.

Motion by Trustee Watkins, seconded by Trustee Carpenter, to send them to the landfill. Passed 5 to 0.

Administrator Farwell advised that the asbestos testing is back on the house on EN Canal Street that burned and the owner is planning on taking it down on Wednesday. If it is not coming down on Wednesday, the owner was asked to clean up the lot.

Administrator Farwell has the costs for the lease of the plow truck. The Lease Agreement came in today. She spoke with Stadium International and they know that the Lease is coming to the September meeting.

Administrator Farwell advised that the pool is having trouble with staffing. She met with Pool Director Marge Morgan today and starting Monday, the staffing is going to become challenging. Administrator Farwell asked Director Morgan her preference and Director Morgan would like to keep the pool open. She will see what her staffing availability is for the last almost two (2) weeks and we may need to adjust some hours, but she will let us know. Pool Director Morgan is also reaching out to Oneida to see if they have anyone who might be interested as they closed their pool already this year. Administrator Farwell will put the information out there when it is available. Trustee Carpenter asked about the lifeguard training. Administrator Farwell advised that there was no response. The Board discussed the staffing issues. Mayor Warner suggested that Director Morgan schedule the class for the spring. The Board discussed how to do this as part of the class is taught in the water and our pool is usually not ready until sometime in early June.

Administrator Farwell noted that we did receive our Stimulus Funds. She will talk to New Water Technologies tomorrow regarding our priorities. Administrator Farwell mentioned the Tim O'Hara report and she would like to do the ventilation project. The Mayor believes that this project would qualify, but she is not sure. Administrator Farwell will contact the Feds to make sure that this will be okay. Trustee Gustin asked if EN Canal does not come down, should we be fencing it in. Administrator Farwell advised that if it is cleaned and boarded it should be okay. She noted that CEO Adsit has been in constant contact with the owner and believes that it will happen soon.

**Mayor.**

Mayor Warner noted that the Codes Officer will be out of the office for medical reasons for a few days. The Mayor received the Agreement from the Town that is used by the Town of Lenox and the Village of Wampsville. The Mayor will scan and email the document to the Board.

**Trustee Comments.**

Trustee McDade has nothing this evening.

Trustee Carpenter is all set today.

Trustee Gustin is all set.

Trustee Watkins has nothing tonight.

Motion by Trustee Watkins, seconded by Trustee McDade, to enter executive session regarding personnel at 7:41 p.m. Clerk/Treasurer Williams and Administrator Farwell were asked to stay. Passed 5 to 0.

Clerk/Treasurer Williams was excused from the meeting.

Motion by Trustee McDade, seconded by Trustee Carpenter, to close Executive Session at 9:51 p.m. Passed 5 to 0.

**Adjourn.**

Motion by Trustee Gustin, seconded by Trustee Watkins, to close the meeting at 9:52 p.m. Passed 5 to 0.

Respectfully submitted,

*Catherine E. Williams*

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Clerk/Treasurer