

**BOARD OF TRUSTEES
WORKING SESSION
Village of East Syracuse
December 21, 2009**

Following the Pledge of Allegiance, Mayor Danny J. Liedka called the working session meeting of the Village of East Syracuse Board of Trustees for Monday, December 21, 2009 to order at 6:00PM.

Present: Trustee James E. Carr, Jr. Trustee Barbara Falcone Quonce, Trustee Jodi Gehrke-Turner, Trustee Chad Tolhurst, and Mayor Danny J. Liedka.

Also Present: DPW Superintendent Ron Russell, III, Parks Director Tom Richardson, Chief of Police Donald Morris, Treasurer Chris Hoch, and Village Clerk Patricia J. Derby,

Excused: Code Enforcement Officer Frank Stirpe (vacation); Fire Chief Michael Cramer (working); Justice Donald M. Benack, Jr.

Four Village residents attended: Zoning Board member (and Neighborhood Watch Chairperson) Patricia Bacon, Housing Authority Chairperson Sally M. Seeley, Housing Committee member Gina Palladino, and newsletter editor Mary Handlin. Lucie J. Daye from OCC attended as a special guest.

OTHER BUSINESS

Motion – by Deputy Mayor Quonce, seconded by Trustee Carr - To accept the following vouchers for payment:

From **Consolidated Fund** Abstract, vouchers numbered 39772 through 39853 and Abstract in the amount of \$80,658.34.

Discussion: Includes payments for: purchase of new Police patrol car (\$23,597); repairs to Engine 1 (\$3498.11); Fire Department supplies – Lifepak kit (\$2050); Dan Blanding Plumbing for Spray Park (\$4917); Road salt (@768.71); O'Brien & Gere engineering services related to DEC Consent Order (\$9501.18); ACC new computer for Treasurer's Office (\$1505); Village engineering services WM Engineers (\$4725.65); November fuel (\$5106); Court fine payments to NYS (\$5251.50); Carrier contracts (\$3696 Municipal Building and \$3495.34 Hanlon Pool); and Northland Communications telephones (\$946.12).

Polling the Board: Trustee Carr - aye, Deputy Mayor Quonce – aye, and Mayor Liedka – aye. Motion carried.

Motion – by Mayor Liedka, seconded by Trustee Carr - To schedule a public hearing for site plan review for development at 326 West Second Street for **Monday, January 4, 2010 at 6PM** at the Municipal Building Court Room, 204 North Center Street, East Syracuse.

Polling the Board: Trustee Carr - aye, Deputy Mayor Quonce – aye, and Mayor Liedka – aye. Motion carried.

Motion – by Deputy Mayor Quonce, seconded by Trustee Carr - To appoint **Karen Serens** as Acting Assessor for three months (January, February and March) at \$100/month.

Discussion: Mayor Liedka reported that Frank Volcko resigned. Karen Serens being the most familiar seems the logical choice to help us get through Grievance Day.

Polling the Board: Trustee Carr - aye, Deputy Mayor Quonce – aye, and Mayor Liedka – aye. Motion carried.

Motion – by Deputy Mayor Quonce, seconded by Trustee Carr - To hire **Charles J. Giannio** as part time Police Officer with the East Syracuse Police Department.

Discussion: Chief Morris reported that Officer Giannio is retired from the Sheriff's Department. Formerly worked with him at Liverpool. Officer Giannio is familiar with the Department and has experience in accident investigation, arson investigation, K-9, and traffic. Will be a nice addition to the Department, being level headed and experienced.

Mayor Liedka noted that extra part time help will keep overtime down.

Polling the Board: Trustee Carr - aye, Deputy Mayor Quonce – aye, and Mayor Liedka – aye. Motion carried.

Motion – Deputy Mayor Quonce, seconded by Trustee Carr - To authorize the Mayor to submit application for §211 waiver to the NYS Civil Service Commission for consideration.

Discussion: Mayor Liedka reported on the formality for re-submitting for a §211 waiver for the Chief of Police.

Polling the Board: Trustee Carr - aye, Deputy Mayor Quonce – aye, Trustee Gehrke-Turner – aye, Trustee Tolhurst – aye, and Mayor Liedka – aye. Motion carried.

Motion – by Trustee Carr, seconded by Trustee Tolhurst - To authorize the Mayor to execute annual agreement with CNY SPCA. There are no changes from terms & conditions from 2009.

Polling the Board: Trustee Carr - aye, Deputy Mayor Quonce – aye, Trustee Gehrke-Turner – aye, Trustee Tolhurst – aye, and Mayor Liedka – aye. Motion carried.

Motion – by Deputy Mayor Quonce, seconded by Trustee Gehrke-Turner - To offer the **Karate for Kids program** in cooperation with CNY Karate at 720 West Manlius Street, a four (4) week session (starts January 22nd with classes on January 22nd & 29th and February 5th & 12th) for \$44. Village of East Syracuse receives \$5 for each registration.

Discussion: Parks Director Richardson reported that we have participated in this program for a few years. CNY Karate reimburses the Village \$5 for each registration done through the Village. We just help with advertising. It's a good program and the kids really like it.

Mayor Liedka agreed that it was a worthwhile program and appreciated that CNY Karate shared the revenue with the Village.

Polling the Board: Trustee Carr - aye, Deputy Mayor Quonce – aye, Trustee Gehrke-Turner – aye, Trustee Tolhurst – aye, and Mayor Liedka – aye. Motion carried.

Motion – by Trustee Carr, seconded by Trustee Tolhurst - To approve the attendance at training for **Bill Cramer** to attend Northern Adirondack Code Enforcement Official Association 2010 Annual Education Conference March 1st through 4th, in Lake Placid, NY. Cost include: Registration (\$240 for 24 hours in-service training to maintain certification), 4 nights at Crown Plaza hotel (\$99.99/night for Sunday, Monday, Tuesday & Wednesday nights) plus meals (only breakfast, 3 lunches are included with registration – provide for: 1 lunch @ \$15 each; and 4 dinners @ \$20 each = \$95.00). Will take Village vehicle and gas card. Approximately total is \$735.

Discussion: Mayor Liedka reported that this program has been around the longest. Building Inspector Cramer attends annually and gets all the required credits for certification. Brings back all the information and shares with the Housing Inspectors and the Code Enforcement Officer.

Polling the Board: Trustee Carr - aye, Deputy Mayor Quonce – aye, Trustee Gehrke-Turner – aye, Trustee Tolhurst – aye, and Mayor Liedka – aye. Motion carried.

Motion – by Trustee Carr, seconded by Trustee Tolhurst - To adopt the following resolution supporting the creation of and participation in the CNY Intermunicipal Stormwater Coalition:

Whereas, the Village of East Syracuse has been designated a Municipal Separate Storm Sewer System (MS4) community and has filed for coverage under NYS Department of Environmental Conservation SPDES General Permit for Stormwater Discharges from MS4s (GP 0-02-002), and

Whereas, as a condition of obtaining coverage under the General Permit, the Village of East Syracuse must develop and implement a stormwater management program which addresses six maximum control measures designed to protect the quality of stormwater runoff and which must also include a reduction of any pollutants of concern as specified in the 303 (d) list and/or TMDL, and

Whereas, the Village of East Syracuse recognizes that, because watersheds and separate storm sewer systems cross municipal boundaries and because there are opportunities to reduce duplication of services, take advantage of economies of scale, better coordinate regulatory requirements and enforcement actions, secure state grants for regionally supported projects, improve water quality, and reduce flooding by working collaboratively, the Village of East Syracuse should work with other Central New York (CNY) MS4 communities to identify and analyze option for meeting the requirements of the General Permit, and

Whereas, there has been proposed an intermunicipal organization entitled the Central New York Stormwater Coalition (Coalition), and

Whereas, it is the intended purpose of the Coalition to foster the exchange of information, identify and promote discussion of issues of mutual concern facing MS4 communities in CNY, foster cooperation among participating MS4 communities in addressing issues that are of mutual concern, propose recommendations and make reports which identify mutually-beneficial solutions to the concerns funding mechanisms which may help to accomplish, and to seek funding sources and/or sustainable funding mechanisms which may help to accomplish the goals of the Coalition and the participating MS4 communities, and

Whereas, an intermunicipal stormwater coalition will provide a mechanism for coordinating the implementation of regional solutions by the participating MS4 communities,

Now, therefore Be It Resolved that the Village of East Syracuse supports the creation of an intermunicipal stormwater coalition comprised of designated MS4 communities in CNY and that by adoption of this resolution acknowledges its participation in said Coalition as described in Attachment A, and

Further Be It Resolved that the Village of East Syracuse having expressed its desire to participate in the intermunicipal stormwater coalition will designate **DPW Superintendent Ronald A. Russell, III** as an official representative to the CNY Stormwater Coalition.

Discussion: Mayor Liedka reported that Kathleen Bertuch presented at a recent Mayor's Association dinner. Thoughts were to share the burden of upcoming mediation. Will help working with neighbors and being part of a larger group.

DPW Superintendent Russell noted that it is helpful to know what neighboring communities are doing. Keeps everyone on the same page, instead of out operation on your own. Coalition also in better position to obtain grants.

Mayor Liedka reported that will need the help when mandates go forward, especially regarding phosphorous.

DPW Superintendent will be the Village's official representative.

Polling the Board: Trustee Carr - aye, Deputy Mayor Quonce – aye, Trustee Gehrke-Turner – aye, Trustee Tolhurst – aye, and Mayor Liedka – aye. Motion carried.

BUDGET REVIEW – Village Treasurer's Report

Mayor Liedka introduced new **Treasurer Chris Hoch**. In discussion with Treasurer Hoch he conveyed his goals and belief that government should be more transparent. That there is an obligation to disseminate information to the Board and the residents. Will be helpful to have more access and understanding of the Village's financial reports.

Treasurer Hoch added that it is an important part of the position to provide information and help the Board to understand that information.

Mayor Liedka noted that Chris has a background in Risk Management and help the Village with those issues. Will help us to look at things differently. Will also assist with Economic Development and building relationships with Syracuse University and LeMoyne College. Karen Curulla will still be around to help with the transition.

Chris will attend at least one meeting a month. Will be nice to have him available and not have to wait for answers.

DEPARTMENT REVIEW

DPW – Superintendent Ronald A. Russell, III

Leaf Collection - has been completed and all leaves have been hauled to a composting site. There was no tipping fee for disposal.

Christmas Lighting - was installed on Manlius Street, at the Park, and Municipal Building.

Sign Work - has begun. Signs that are damaged, faded or have any other issues will be replaced when weather conditions allow. Stop signs were erected in the Tractor Supply/Beacon Bank area.

Snow Removal Operations - streets were plowed and salted when needed. Snow was hauled from municipal lots. Snow fence was installed in areas of the Village prone to drifting.

Parks and Recreation - the Park was inspected and all areas were prepared for winter. Preliminary work on the spray park was completed. This included installation of below grade plumbing, electrical conduit and site preparation. Plumbing work done by the contractor was also completed. The slab will be poured in the spring and all work will be completed by opening day of the pool.

Street sweeping - the sweeper has been out when weather allows to assist in the leaf collection.

Tree work - a dangerous tree was removed in the Welch Street/East Second Street area.

Special Trash Patrols - two special trash, debris and tree limb patrols were done in the entire Village due to high winds on those days.

January work will include weather related activity, Christmas tree collection, sign work, trash pick up and all other normal duties performed by DPW>

DPW Superintendent Ron Russell added that with the lack of snow they've been able to get other things done. There's plenty to do.

Deputy Mayor Quonce asked if could check the timer on the Christmas tree – it's lit now, but could go on sooner.

Mayor Liedka asked about some of the other decorations – residents noted some bulbs out. Started last year converting to LED lights. Did 4 more this year, will do 4 more next year until all are LED.

Trustee James Carr added that we've been lucky with the weather. Saving on cost of salt, fuel and labor. It's been good!

Mayor Liedka also thanked the DPW for the work they did at the Park. This was an added responsibility, but the Park has never looked better. Had much fewer problems this year, and we're on target for the Spray Park to be operational by Summer pool opening.

Police Department – Chief of Police Donald Morris

The ESPD had the following statistics for the month of November:

32 Arrests
05 DWI arrests
90 Traffic stops
42 Traffic tickets issued
89 Parking tickets issued
32 Motor vehicle crashes investigated
744 Incidents investigated

Chief Morris commented on research he's done regarding auctions for surplus vehicles. Onondaga County now does all theirs on-line, with a \$20 fee. Can set minimum acceptance and time limits. E-bay is more complicated and more expensive. Fee is typically \$70 to \$100 dollars and a percentage of reserve can be used. Mayor Liedka advised Chief Morris to try the Onondaga County and see how that goes.

Chief Morris reported on doing a Safety presentation to the East Syracuse Elementary second graders today. Most of what they remembered if confronted was to make noise and kick.

Court – Justice Donald M. Benack, Jr. provided the following report:
December 2009 Updates

Judge Benack is recovering from his arm surgery of last week. Judge Carlson covered over the weekend for him. He is doing well.

As of January First, Judges Benack, Carlson, Gideon and Jokl will be taking turns for arraignments. There will be a cell phone that each Judge will pass from week to week between them. That one judge will be responsible for all arraignments for Town of Dewitt Court and East Syracuse Justice Court. This way, only one Judge will have to get one week during the night per month. If a Judge is unavailable, the call will be forwarded to another Judge who will know about it in advance. A schedule will be given to the police depts. so they will know in advance who is available.

Court will be canceled next two weeks for the holidays.

Parking tickets have increased as with winter ban parking in effect. Also, handicapped parking issues at Wal-Mart - people are not understanding "Van Accessible" signs. Are trying to educate them as to what this really means.

Bridget would like to thank board for pay increase. Always helps especially this time of year.

Trustee Jodi Gehrke-Turner added comments that the sharing of on-call will make it easier for all the judges to schedule their time. With the holidays and weather parking tickets seem to pick up.

Fire Department – Chief Michael Cramer provided the following report:

Santa Detail and breakfast was a success

New Engine 1 still in limbo

Old Engine 1 not sold yet

Small fire at Springfield Gardens no injuries

Saturday night there was an incident where someone poured Gasoline into the sewers.

ESPD is investigating

That's all for the fire department right now. Hope all has a nice, safe and quiet holiday

Trustee Chad Tolhurst added that the Village of Camden will not be purchasing the old Fire Engine. Could not afford to do it.

The Police Department will further investigate the fuel in the sewer incident. DPW Superintendent Russell reported that a DPW employee responded as well as Onondaga County and DEC. DEC did not seem overly concerned at the scene, but fumes were reported at the Thrifty Shopper.

Parks Department – Director Tom Richardson

Thank you to the DPW for work on spray park

Seniors kept busy this month - 49 seniors attended the Sinatra Christmas at Turning Stone. They enjoyed a nice lunch and a great Sinatra show

45 seniors attended the annual Christmas Party at the Legion. They were entertained with Christmas songs from the students at ESE. The students gave each senior a gift. Party was enjoyed by all

110 people attended the Breakfast with Santa at the Legion. Thank you to the Mayor and Deputy Mayor for their participation in the event

The children from the afterhour's program went to Bennett Manor today to sing some Christmas carols. The seniors were each given a chocolate pop which the children made themselves at the program

Parks Director Tom Richardson added that the Senior Christmas party was a nice holiday activity with the children from ESE singing for about 40 minutes. They also distributed presents for all the seniors.

Thanked the Mayor for making pancakes at the Breakfast with Santa and for Deputy Mayor Quonce for helping out too.

Today went to Bennett Manor with the Afterschool program kids – they made chocolate lollipops for all the residents.

Mayor Liedka asked if we could reach out anew to the Bennett Manor residents. Seems that there is more interest in their being involved again. Housing Chairperson Sally Seeley agreed that with the new Manager there is a new attitude. We should take advantage of this new opportunity and welcome them to participate more.

Code Enforcement – Director of Operations Frank Stirpe – No report. On vacation, will return January 6th.

Mayor Liedka reported that this is the time of year that Rental property owners are registering their properties. Inspections will be scheduled after the first of the new year.

Village Office – Village Clerk Patricia J. Derby

Employee Matters - Will address Workplace Violence Prevention Policy tonight as discussion topic. Police Department developed a policy under Chief Robertson's administration. May just need to revise to suit entire Village.

Diversity training was cancelled due to the weather December 10th (our one bad day). Waiting for Mr. Garwood to advise on his schedule to reschedule.

Making application for another two-year §211 waiver for the Chief of Police.

Al Day's doctors continue to keep him out-of-work for another 3 to 4 months. He will be out a year soon (went out January 5, 2009).

Health and Dental Benefits - The new health benefit plan goes into effect January 1st. Goetzmann & Associates met with employees Tuesday, December 15th to highlight the features of the plan and go over changes from our former plan.

Most employees will see an approximate \$4 increase each week, but by making the change the overall increase to the Village is only \$23,609 annually instead of \$61,992 if we did not make the change. The change primarily impact prescription costs, adult co-pay and dependent student rider.

PBA members will continue to pay the flat rate for coverage until June 2010, when they will pay the 25% of premium, based on last year's plan.

Budget Preparation - It's time to get going on next year's budgets. Initially, the Mayor was asking that Department Heads meet with their liaisons by the end of December. This was done for employee performance reviews, but I believe that the Board has to provide more direction for proposed purchases before budget projections can be developed. I know that both the Police Department and the Court are having problems with their copiers – we may want to look into replacing the copiers in the Fire Office too. I will meet with the Toshiba rep (where we leased the Village Office copier) for pricing on leasing vs. buying.

The Fire Department will also be looking to staffing needs and the caretaker position. This is currently being filled by part-timers.

Web site - The new website is up and operating. I am already receiving more inquiries directly from the website. Destined Studio still needs to provide training for some maintenance that we will do, along with their general site maintenance. I had difficulty with uploading the calendar and still need to work out a routine for their support. Comments have been favorable.

Mayor Liedka encouraged anyone with photos of the Village or events to send them in and we may be able to get them up on the web site.

Village Elections - Two Trustee positions, for a single time five-year term will be on the ballot this Election March 16th. The Village will not have a local election in 2011 or 2012.

The first day to sign petitions is December 29th. Independent Nominating petitions must be filed with the Clerk by 5PM Tuesday, February 10th. Political Party nominations must be filed by Thursday, January 28th. Village Registration Day will be Saturday, March 6th.

The NYCOM Elections Workshop is in Albany January 11th. We will not be traveling to this.

Assessments - Village Grievance Day is Tuesday, February 16th from 4PM to 8PM in the Municipal Building Court Room. The Board sits, with the Acting Assessor, as the Board of Assessment Review. Few changes have been made this year, as the Town did not do a comprehensive re-val of the Village this year.

Legal Claims - This last month there were two incidents where Notice of Claims were filed against the Village:

- Claimant Foster – regarding damage to personal property when tree fell on two vehicles August 29, 2009. Seeking \$11, 000 for damage to 2000 Jaguar (\$2562) and 2001 Lincoln Continental (\$9000 loss); and

- Claimant Stavrolpoulos – incident September 10, 2009 when Police car rear-ended vehicle. Seeking \$1400 for damages and legal fees.

NYMIR has been advised of both and will be providing the defense for each.

Grants - Christine Crowley from Fiscal Advisors is taking the lead on the two Local Government Efficiency grant for the studies regarding police consolidation with the Town of DeWitt and other shared services with the Town. The Police issues one will be looked at first, then other shared services. Basically, looking at the numbers in both reports for making any changes must be supported by true and lasting cost savings.

Barbara Rivette will be working with the Village on the 2009 LGRMIF grant. She will do an assessment of Village historical records and point us in the right direction for updating the Centennial booklet. This grant was drastically reduced from our requested amount but is still funded for \$2500.

The next round for State Records grants are due February 1st. Applying for help with implementing a program for digital storage and access.

The Brownfield Opportunity Areas program kickoff meeting is delayed just because of the end of year holiday timing. The revised work plan has been submitted to Elaine Miller at the Binghamton Office. Hopefully in January we can get this rolling. We're looking at \$120,000 for updating the zoning title and including design guidelines, as well as a Market Analysis study and Economic Feasibility study for the Main Street development.

The sign is up – but that's about it for the Corner project. Expect that the electrician will get something going as he is also doing some work in the Fire Department and was looking to do them at the same time.

Mayor Liedka asked that look at adding irrigation to the corner. WM was going to contact Titan about adding to the contract.

We need to start focusing on the 2010 Community Development plan submittal. The 2009 project (\$90,000 for Kinne Street curbs and sidewalks) is typically bid out in March for work to be done that summer.

Still waiting on the other applications submitted, including:

- New York State Parks Recreation and Historic Preservation – for the Enclosure at Hanlon Pool (deadline September 14th);
- 2009 Local Government Efficiency Grant program – for shared purchases with Highway Department, or help with the emergency/second source waterline construction. (deadline September 23rd);
- DEC Water Quality Improvement Projects, Round 10 (deadline October 6th). WM Engineers prepared this application for components of the work

Projects

Community Development- Manlius Street Revitalization – the agreement to move the bus station is with awaiting Mr. Basile’s signature.

Reconnect First Street – Looks like progress is being made with the utility poles relocation. Some road improvements and paving has been done.

Mayor Liedka reported speaking with Carl Ford – the First Street project is on schedule to go out to bid in February with work to start in August. Project is moving forward after many delays.

DOT still has connecting roadway under the Bridge scheduled for summer 2010.

Other Committees and Boards

Zoning – In December the ZBA reached the decision that the Code Enforcement Officer acted accordingly when denying the Key Bank building permit until site plan review for Key Bank

Planning – Met again with Patrick White regarding proposed new construction at 326 West Second Street. The Board will conduct its public hearing on the matter at the first meeting in January. Issues to be resolved included: Village installation of new sewer line; water installation; driveway access and turning radius; need to subdivide if parcels are sold.

Safety Committee – will meet again January 12th.

Revitalization – Beautification Committee – will meet again in the Spring.

Housing Committee - Sent holiday message to Bennett Manor residents, advising that will plan to meet after the first of the year with new Manager.

Sally Seeley reported that messages were delivered today. Still hearing some complaints about noise from neighbors from Bennett Manor generator.

Ellis Field Committee – no activities.

Upcoming Events

Mayor’s Holiday Dinner – Wednesday, January 20th at the Red Mill Inn, in Baldwinsville.

Village Offices are closed Thursday and Friday for Christmas Eve and Christmas December 24th and 25th. Also closed a half day December 31st for New Year's Eve and the whole day Friday, January 1st.

Second Annual Onondaga County Fire and Emergency Services Legislative Breakfast – Saturday, February 6th at Comfort Inn Buckley Road, Liverpool.

January Birthdays:

Terry Knaflewski – January 15th
Patricia J. Derby – January 28th
Randy Hughson – January 31st

Village Clerk Derby asked the Board to consider purchasing lapel pins of the Village seal. For 500 they are about \$1 each.

BOARD OF TRUSTEE COMMENTS

Trustee Jodi Gehrke-Turner commented on a few vouchers. Also thanked the DPW for attending to her missing sewer cap – the new one is gold.

Trustee Chad Tolhurst also commented on a few vouchers. Will attend the Fire Department Legislative Breakfast and the Mayor's Dinner meeting in January.

Trustee James E. Carr, Jr. extended holiday wishes. Looking forward to the new year and moving forward on the many Village projects.

Deputy Mayor Barbara Falcone Quonce thanked Tom for doing a great job with the Christmas activities including the Senior party and the Breakfast with Santa.

Also, thanked Neighborhood Watch – their Christmas gathering was nice.

Wished everyone a happy holiday.

Mayor Danny J. Liedka asked the Chief of Police and DPW Superintendent to check area around the Post Office. Hearing a lot of complaints about parking on East Ave making it difficult to turn onto the street. Also, almost impossible to make a left onto Manlius Street. Look at and see what can be done to improve the situation.

Spoke with Rural Development. Should hear before end of year if qualify for grant. Would be a substantial amount for the DEC Consent Order required temporary storage tank project. Reached out to Mayor Driscoll for continued EFC support.

Read letter received from an attendee at the Senior Christmas Party. Commended Tom Richardson for all that he does – always makes sure the seniors are attended to and that they have a nice memory. Nice to hear good things.

DISCUSSION TOPIC: Work Place Violence Policy

Village Clerk Patricia J. Derby reported on NYS law that requires any employer with more than 20 full time employees to have in place a Workplace Violence Prevention policy. Policy addresses the need to evaluate workplace and provide information and training to employees. Police Department has a formal policy in place since 2007. Village will modify the Police policy for Village wide application.

Treasurer Hoch has some information that he will share. Board will review and formally adopt policy as part of Employee Handbook.

Meeting adjourned at 7:05PM.

Respectfully submitted by,

Patricia J. Derby
Village Clerk