

# Village of Canton, New York

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## VILLAGE BOARD MEETING

Meeting Minutes: April 16, 2018

### ***Board Present:***

Michael Dalton, Mayor  
Sean O'Brien, Trustee  
Beth Larrabee, Trustee

Carol Pynchon, Trustee  
Klaus Proemm, Trustee

### ***Others Present:***

Gerald Ducharme, Village Attorney  
Linda Casserly, Historian  
Leigh Rodriguez, Economic Developer

Sally Noble, Clerk/Treasurer  
Brien Hallahan, Superintendent  
Cara Adams, Deputy Clerk

### **PUBLIC HEARING: Mayor Dalton opened the Public Hearing to discuss the extend to four year terms at 6:00pm.**

Mayor Dalton read the Legal Notice:

#### *Legal Notice*

*PLEASE TAKE NOTICE* that the Canton Village Board of Trustees will hold a public hearing on Monday, April 16, 2018, commencing at 6:00pm in the Boardroom of the Municipal Building at 60 Main Street, Canton, New York, 13617, to receive public comment on a proposed local law which would extend to four years the terms of office of Mayor and all Trustees, to commence at the beginning of the official year following the next general village election at which such offices are to be filled. The proposed local law may be viewed on the Village's website, and a copy may be obtained from the Village Clerk's office.

Tim Danahey stated that he fully supports changing the terms to four (4) years. He asked the Board how the change would be phased in. He suggested having local elections on odd years.

Mayor Dalton stated that they have two drafts of the local law. He stated it makes more sense to stagger.

Trustee Pynchon likes the odd year terms.

Attorney Ducharme informed the Board that the Local Law doesn't focus on this but the terms can be extended for the Clerk/Treasurer to match the Mayor's term.

After discussion the Board agreed to extend the Clerk/Treasurer, Deputy Clerk and Deputy Treasurer to a four-year term to match the Mayor's term.

Attorney Ducharme is going to update the Local Law to include odd year elections, phasing in the change and include the Clerk/Treasurer and Deputies to the four-year term.

The Board set a Public Hearing and a vote on the Local Law on May 21<sup>st</sup> at 6:15pm.

Mayor Dalton closed the Public hearing at 6:14pm.

**Mayor Dalton opened the Proposed Budget Public Hearing at 6:15pm.**

Mayor Dalton read the Legal Notice:

*Legal Notice*

*PLEASE TAKE NOTICE* that the Canton Village Board of Trustees will hold a public hearing on Monday, April 16, 2018, commencing at 6:15pm in the Boardroom of the Municipal Building at 60 Main Street, Canton, New York, 13617, to receive public comment on the proposed Village Budget for the fiscal year commencing June 1, 2018. The Board of Trustees will also receive public comment on a proposed local law which would allow it to adopt a budget for the said fiscal year that provides for a tax levy which is greater than the tax levy limit as defined by General Municipal Law §3-c. The proposed budget and local law may be viewed on the Village's website, and copies may be obtained from the Village Clerk's office.

Mayor Dalton read the following Budget Message:

Please find attached a copy of the **2018 – 2019 PRELIMINARY BUDGET**. This budget has been compiled from appropriation requests submitted by Departments, Contract Agencies of the Village of Canton and budget work sessions.

This proposed budget represents a \$0.15/\$1,000 increase in the tax rate which is an increase of 1.51% from last year. The increase in the tax levy is 1.98% or \$32,872. This places the Village just under the 2% tax cap which is a true 2.0% this fiscal year.

This budget utilizes \$44,500 of the fund balance. We need to use caution in the use of our fund balance to balance budgets because this practice simply creates structural budgetary deficits that could compound on an annual basis. Our fund balance will be quickly depleted if we continue to use it as a tool to balance our budgets. It is better to utilize fund balance to offset capital costs and one-time unexpected costs such as large, unanticipated expenses rather than to use it to balance budgets.

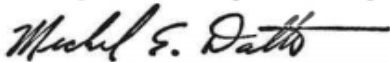
This Preliminary Budget proposal includes a 2% increase in the Village water and sewer rates and a 1% increase in the rural water and sewer rates. However, we will need to continue to monitor expense vs revenue due to several large projects in the planning stages for the very near future.

Taxable assessments increased by \$761,553 or .47% over last year. Of the total assessed value of property, \$482,883,411, in the Village, \$320,136,341 or 66.3% is exempt. This is a slight increase in the percentage of tax exempt properties over last year.

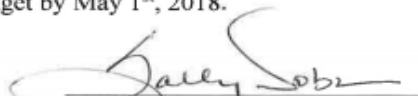
Costs associated with payroll are 33% and benefits 22%, for a total of 55% of the total budget. With payroll and benefits consuming this large portion of the budget, controlling labor costs is a priority. All employees that are eligible for health insurance coverage are contributing (at varied levels) towards their premiums, which offsets this cost slightly.

The Capital Equipment requests are outlined in Section 9 of the budget in the amount of \$643,830. This budget includes funding of \$583,897 for those requests. The funding for last year's items was \$391,026. This is an increase of \$192,871. Paving projects scheduled for this year total \$108,290 down \$9,710 from last year's total of \$118,000. This will be covered by CHIPS funding.

The Preliminary Budget will be presented for a Public Hearing on Monday, April 16, 2018. The Village Board is required to adopt a Budget by May 1<sup>st</sup>, 2018.



Michael E. Dalton, Mayor

  
Sally Noble, Budget Officer

Mayor Dalton opened public comment.

Tim Danahey stated that the budget summary online did not include a comparison for last year.

Mayor Dalton informed the Board if there are any changes to the budget they might have to pass the resolution for the tax cap.

Mayor Dalton stated that there are two labor contracts that are not settled and an increase in health care. The budget is anticipating the retro-pay for the labor contracts.

Clerk Noble will provide the loan information regarding the general fund money that is due back from water fund and sewer fund. The loan was borrowed to help with the Main Street reconstruction instead of a bond.

Mayor Dalton closed the Public Hearing at 6:29pm.

**ORDER OF BUSINESS: The Mayor opened the regular meeting at 6:30pm.**

- a. **Approve minutes of March 12, March 19 (2), & April 9, 2018-** Trustee O'Brien made a motion to approve the minutes of March 12, March 19 (2), & April 9, 2018; seconded by Trustee Proemm. All voted in favor. Motion carries.

Mayor added the following under **New Business**:

1. **Re-levy Water/Sewer to Taxes**

Mayor Dalton moved the following from **New Business**:

- c. **Presentation by Ginger Story-Welch of 350.org on EV Stations-** Ginger Story-Welch gave a presentation on EV stations. The presentation is available for review in the Clerk's Office.

**ACCEPTANCE OF DEPARTMENT HEAD REPORTS:**

Trustee O'Brien made a motion to accept the Department Head Reports; seconded by Trustee Pynchon. All voted in favor. Motion carries.

Superintendent Hallahan updated the Board letting them know due to the weather the bridge project should start on Monday or Tuesday. He will keep the Board updated on when the project is going to start.

Trustee O'Brien asked about the locker room for Officer Coffey. Mayor Dalton said he looked for space and the locker room will be downstairs.

Mayor Dalton stated that there is currently a burn ban on.

Clerk Noble did not have anything to add to her report.

Mayor Dalton thanked Clerk Noble for the good job on the Budget.

Mayor Dalton informed the Board that Chief Santimaw was at the School Board Meeting to discuss the School Resource Officer. Mayor Dalton informed the Board that Village of Canton is the 4<sup>th</sup> safest community on the FBI report.

Economic Developer Rodriguez stated that they have received the first reimbursement from the Main Street Grant. Also, the Downtown Revitalization Initiative (DRI) will be

announced soon. There will be a short window to respond. The award might be \$10 million or might be done differently.

**COMMITTEE REPORTS:**

Golf Committee- Trustee Pynchon stated she has shared notes on the Golf Committee Meeting.

Comp Plan- Trustee Pynchon updated the Board on the Public Information Session on Wednesday at 6:30pm at the Morley Bingo Hall and Pyrites Fire hall on Thursday at 6:30pm.

Draft vision goals will be released before the May 24<sup>th</sup> Public Meeting for input.

Public Information Meeting will be held on April 30<sup>th</sup> at 5:30pm for the Master Trail Plan and 7:00pm for the Blueway Trail at Boces building on West Main Street.

Communication/Technology Committee- Trustee Pynchon informed the Board that they will be getting the Town of Canton on Board for the .gov domain. Eventually the Town and Village will shift to that. The Committee is still working on the best storage.

Sustainability Committee- The Committee is working on a Pilot program for community composting. They are working with Superintendent Hallahan on a location.

Ethics Committee- Trustee O'Brien informed the Board that they lost a Committee member. They are looking for a new member from the Town to make the members equal. He wants input from Councilperson Washo and Supervisor Ashley. They should have a product completed in June.

Recreation Committee- Trustee Larrabee stated that the Summer recreation programs are ready and they have received applications to fill the positions.

**COMMUNICATIONS AND INFORMATION:**

Mayor Dalton did not have any communication or information.

**PUBLIC COMMENT:**

No public comment

**OLD BUSINESS:**

- a. **Ethics Code-** Trustee O'Brien covered the topic under Committee Reports.
- b. **Discussion Length of Terms for Village Office(s).** - The Board set the Public Hearing with the changes to the Local Law for May 21<sup>st</sup> at 6:15pm.
- c. **Carbon Fee and Dividend Policy-** Trustee Pynchon made a motion to approve the Carbon Fee and Dividend Policy Resolution. Trustee Proemm seconded the motion. All voted in favor. Motion carries.
- d. **Rental Registration-** Trustee Pynchon informed that Board that they have not forgotten about the Rental Registration. They will be running the rental registration by the new Code Officer. She wanted to note that the rental registration is still on the docket. Attorney

Ducharme is waiting for a copy of the City of Syracuse Rental Registration Local Law. Trustee Pynchon will have more to share at the May meeting.

**NEW BUSINESS:**

- a. **Authorize payment of vouchers & transfer of funds** – Trustee O’Brien made a motion to authorize payment of vouchers & transfer of funds for abstract #11 of 2017-2018. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

General Fund	\$140,026.67	Golf Course	\$16,968.34
Water Fund	\$15,988.03	Joint Activity	\$21,164.55
Sewer Fund	\$23941.81		

- b. **Arbor Day Proclamation-** Mayor Dalton read the Arbor Day Proclamation.

**Arbor Day Proclamation 2018**

VILLAGE OF CANTON

STATE OF NY

P R O C L A M A T I O N

WHEREAS: The Mayor and Village Board have designated the 27th day of April, 20018 as Arbor Day in the Village of Canton, State of NY and

WHEREAS: The celebration of Arbor Day encourages the planting of trees in urban forests and wetland areas, in an effort to encourage appreciation, protection, renewal and sound management of our forests and to encourage a healthy ecosystem; and

WHEREAS: Trees and shrubs improve the quality of urban environments by preventing erosion, controlling the wind, reducing noise and air pollution, and by enhancing the aesthetic quality of life; and

WHEREAS: Trees can help offset the greenhouse affect by turning carbon dioxide into life-giving oxygen.

NOW, THEREFORE, BE IT RESOLVED, I, Mayor Michael Dalton of the Village of Canton, New York hereby proclaim the 27th day of April 2018 as ARBOR DAY and urge all residents to observe this day by planting trees which are appropriate for this area and by participating in Arbor Day Programs.

- d. **Approve Fire Department Member(s)- Sydney White, Genevieve Smith-** Trustee Larrabee made a motion to approve Fire Department Member Sydney White and Genevieve Smith. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

- e. **Approve Slate of Officers Elected by the Canton Fire Department-** Trustee Pynchon made a motion to approve the following Slate of Officers Elected by the Canton Fire Department:

Chief Engineer – Brian McCluskey  
First Assistant Engineer – Daniel Aldous  
Second Assistant Engineer – Shawn McGregor  
Third Assistant Engineer – Matthew Kroeger

Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

- f. **Retainer for Labor Relation Services with Roemer Wallens Gold & Mineaux-** Trustee Larrabee made a motion to approve the retainer for Labor Relation Services with Roemer, Wallens, Gold & Mineaux. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

- g. **MOA with USW Amending Article 9, Section 9.1 (1) of the Labor Agreement-** Trustee Pynchon made a motion to approve the MOA with USW Amending Article 9, Section 9.1 (1) of the Labor Agreement. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

- h. **Approve Caitlin Boreyko’s Permanent Appointment as Recreation Director-** Trustee Pynchon made a motion to approve Caitlin Boreyko’s permanent appointment as Recreation Director with a salary increase per her agreement. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

- i. **Approve Golf Course Maintenance Crew-** Trustee Pynchon made a motion to approve the following to be hired to the Golf Course Maintenance Staff:

Gil Bishop  
Bill Hayes  
Mike Lapoint  
Walt Rexford  
Emily Rexford  
Keegan Carrol  
Joe Furnia  
Kelly Cougler  
Bonnie Jacobs

Trustee O’Brien seconded the motion. All voted in favor. Motion carries.

- j. **Review & Approve Benefit Policy for Non-Contract Employees-** Mayor Dalton highlighted the changes to the Benefit Policy for Non-Contract Employees.

- Increase to Longevity to be more inline with the other contracts.
- Changed the vacation where it was lacking at one year.
- Language change to the Health Insurance for employees hired prior to 1/1/2011 when they choose to retire.
- Change in Health Insurance Buyout to bring it inline with W/W and DPW Contact.
- Defined safety and footwear.

Trustee O'Brien approved the Benefit Policy for Non-Contract Employees. Trustee Pynchon seconded the motion. All voted in favor. Motion carries.

- k. Discuss and Take Action on 2018-2019 Budget-** Mayor Dalton asked the Board if there was any discussion or changes on the 2018-2019 Budget. The Board stated that there were no changes to the proposed budget. Since there was no changes Mayor Dalton informed the Board that the override of the 2% Tax Cap was not needed.

Trustee Pynchon stated that she appreciates the budget work sessions.  
Trustee Larrabee thanked Clerk Noble.

Trustee Proemm made a motion to approve the 2018-2019 Budget. Trustee Larrabee seconded the motion. All voted in favor. Motion carries.

- l. Water/Sewer Relevy to 2018-2019 Village Taxes-** Trustee Pynchon made a motion to relevy the unpaid water/sewer to the 2018-2019 Village Taxes. Trustee Proemm seconded the motion. All voted in favor. Motion carries.

Sewer-	\$38,814.68
Water-	\$32,482.57
<u>Service Fee-</u>	<u>\$14.00</u>
	\$71,311.25

**PUBLIC COMMENT:**

Trustee Pynchon brought up a concern with the crosswalk sign saying to walk and the traffic having a green light to go. Someone was hit in the crosswalk off Riverside Dr. because he had a walk light and traffic turning off Riverside Drive had a green light. After discussion Superintendent Hallahan is going to discuss with DOT to modify the timing on the lights.

**Executive Session** -Trustee O'Brien made a motion to enter into executive session at 7:49 PM for a purpose as identified in Public Officers Law §105(1) (d). Trustee Pynchon seconded the motion. All in favor. The motion carries.

Trustee Pynchon made a motion to come out of executive session at 8:43PM. The motion was seconded by Trustee Larrabee. All voted in favor. The motion carries.

Trustee O'Brien made a motion to adjourn the meeting at 8:45PM. Trustee Proemm seconded the motion. All voted in favor. The motion carries.

Respectfully submitted,

Cara Adams  
Deputy Clerk