

DECEMBER 8, 2009 REGULAR MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF CAMILLUS, COUNTY OF ONONDAGA, STATE OF NEW YORK, HELD AT THE CAMILLUS VILLAGE HALL.

Present: Mayor Kurt Brunger, Trustee Anne Clancy, Trustee Sharon Hannon  
Absent: Trustee Mike Montero, Trustee Jim Palumbo  
Staff Present: Attorney Steve Primo, Clerk/Treasurer Marie Stanczyk  
Members of the Public: None

Mayor Brunger called the regular meeting to order at 7:00 PM followed by the Pledge of Allegiance.

### **MAYOR'S COMMENTS**

#### **Main Street Paving Project**

Attorney Primo reported that the prevailing bid was received by Spano Paving at \$54,960.00. He advised that everything is in order, the bid can be accepted, and Mayor Brunger can be authorized to execute the contract effective 12/7/2009. Attorney Primo explained that the Board would vote on the matter now with an effective date of 12/7/09 with the reason being Spano Paving resumed work on the project on 12/7/2009. He also advised that the bonds and insurance for the project will be dated 12/7/09.

#### **Resolution 12082009-1: Ratification of Main Street Paving Project**

Mayor Brunger moved to ratify the bid and accept it as received from James V. Spano, Inc. at \$54,960.00 effective 12/7/2009. Trustee Clancy seconded the motion that was approved by majority vote of members present.

In response to a question from Mayor Brunger, Attorney Primo confirmed they Spano Paving will get the sidewalks in shape and will get Main Street in a position of being safe for winter plowing. He also confirmed the remaining milling and paving won't be completed until after the asphalt plants open in the spring.

#### **Christmas Tree Lighting Ceremony**

Mayor Brunger reported the ceremony went very well and thanked everyone for their efforts.

#### **Board Committees**

Trustee Hannon noted concern about members of the Board who do not participate on the committees they serve. Discussion followed regarding the matter.

Attorney Primo recalled the original purpose of the committees was to get the Board's work done prior to meetings so the members could be in a position to consider the recommendations of the committee and make informed decisions on matters. He suggested committee appointments could be revisited during the first meeting in January.

Trustee Hannon noted concern about remaining on the Main Street Revitalization committee. Mayor Brunger confirmed that there are six committees and reviewed the members of each group. Trustee Hannon said she finds it interesting that committee members will speak up and work when there is something of personal interest to them and that is it. Mayor Brunger said he will speak to Trustee Palumbo about committee activity, checking his mail and payroll documentation.

### **Restore New York**

Mayor Brunger reported that he and Attorney Primo met with Mr. Tom Blair and a few others earlier this week regarding the Cutlery project. He said Ms. Kristie LaManche of [KL Consulting], a grant writer who also administers grants, was also present for the meeting. He said she advised during the meeting that she absolutely knows of grants that we could get for projects such as a creek walk and flood assistance.

Mayor Brunger said that we have to have someone administer the Restore New York grant and he recommended the Board should bring Ms. LaManche in as an advisor on the grant while noting there is funding in the grant for administration work. He said we should also bring her in to obtain new grant funding.

Attorney Primo said there is grant money available for streetscape work and for owners in the business center to make improvements to their buildings. He noted that there is a tremendous gap between the \$2.3M grant monies for Phase-I of Mr. Blair's plan and what he wants to do with the Cutlery property. He said he believes there will be infrastructure improvements required that will benefit the Village and that there are grants that will help Mr. Blair finance his project through the banks. Attorney Primo advised someone needs to coordinate all of this activity.

Mayor Brunger suggested Ms. LaManche present the full Board a list of the grants she thinks we should go after, what it will take to administer the Restore NY grant, an outline of what it would take from her, and her thoughts on the infrastructure.

Trustee Clancy recommended the Board contact Dr. Beebe for his input noting that he has an excellent grant writer who was instrumental in obtaining the aqueduct restoration funding. She noted that Dr. Beebe is also very informed on flood mitigation.

### **55 Main Street**

Mayor Brunger reported that Mr. Kirk has obtained his own personal loan and he has begun his restoration project. He added that we will need to administer the grant carefully and again recommended that Ms. LaManche be considered for that work which would be paid for through the grant.

## **ATTORNEY COMMENTS**

### **Zoning Overlay**

As a result of the aforementioned meeting with Mr. Blair, Attorney Primo reported the draft of the overlay district can be finalized.

### **Grant Writer**

Attorney Primo discussed typical financial arrangements Ms. LaManche has had with other municipalities including a percentage of grants awarded with an hourly or monthly salary. Trustee Clancy questioned how the Village would pay for Ms. LaManche's services. She noted uncertainty about the status of New York State sales taxes for municipalities and questioned the status of the trash law and fees and the rental law.

### **Trash Collection Fee Schedule**

A lengthy discussion took place regarding the fees and how to implement the charges. Clerk/Treasurer Stanczyk confirmed that tax bills are mailed to Village residents by June 1<sup>st</sup>. Trustee Hannon noted previous difficulties in accurately counting the number of units.

Vacant units were also discussed.

Mayor Brunger said that we do not have the unit data yet, but the thought is that during the first year [of implementation], if a unit is reported as not being rented, the following January 1<sup>st</sup> upon inspection by CEO Williams the information will be verified.

Trustee Clancy said it is important to make sure property owners know that this is not a tax. Attorney Primo recommended the fees be charged six months at a time. He suggested an explanation for the fees is that rental units are making an inordinate use of Village services which is to the detriment of other taxpayers who do not have that type of trash volume. Attorney Primo will prepare a letter of explanation for property owners.

In response to a question from Clerk/Treasurer Stanczyk, Attorney Primo advised the number of units and fee information will have to be provided to Onondaga County by May 8, 2010 so that when the June 1, 2010 tax bills come out they will be for a whole year's worth of charges, but the invoice to be sent to residents who will be charged fees by the end of January 2010 will be for a 6-month period.

Discussion followed regarding the collection of residential and commercial trash, fees, the revenue stream, budget, reports of heavy waste levels from rental units, those who may use dumpsters, and hauler registration and permits.

Clerk/Treasurer Stanczyk will send Attorney Primo an invoice that would be used for trash collection fees. She voiced concern about the lack of a method to correctly identify units to prepare the January 31, 2010 mailing. Mayor Brunger will set up a meeting with CEO Williams to discuss a unit count. Attorney Primo will amend the draft of the proposed general property maintenance law as it relates to concealing trash cans and dumpsters for commercial and restaurant/tavern businesses.

**Resolution 12082009-2: Trash Collection Fee Schedule**

Trustee Clancy moved to establish an annual special assessment fee schedule with an effective date of January 1<sup>st</sup> of each year, with a fee of \$120 per unit for all multi-unit (two-family and up) residential properties within the Village with a 1-unit credit for reduction of those charges where the owner is an occupant with the annual assessment based on the status of the owner's occupancy that had a commencement on January 1<sup>st</sup> of each year, a fee of \$350 for restaurant/tavern, gas/service station/convenience uses, a fee of \$275 for all other commercial uses, a fee of \$350 for industrial/manufacturing facilities, and a fee of \$200 per unit for not-for-profit and tax exempt properties, and with the resolution as presented with modifications made tonight. Mayor Brunger seconded the motion that was carried by the following noted vote:

Mayor Brunger		YES
Trustee Clancy	YES	
Trustee Hannon		YES

**Resolution 12082009-3: Approval of New Fire Department Members**

Trustee Clancy moved to accept for membership in the Camillus Fire Department: Carol Anne Nuzzo, Lisa Kay, Matt Schreyer, William O'Connor, Thomas McBride, Jr., and Jesse Gallop. Trustee Hannon seconded the motion that was approved by majority vote of members present.

**Application Forms**

Attorney Primo advised we need to standardize application forms, develop a standard protocol and establish fees for planning and zoning matters. He offered to obtain a sample fee schedule and advised that members of all Village boards should obtain the education required for their positions.

### **Proposed General Property Maintenance Law**

Attorney Primo read aloud CEO Williams' memo mentioned during a previous meeting in regards to the proposed property maintenance law. He questioned if the CEO is going to do the codes enforcement part of his job with the required inspections of commercial and rental properties, how much time will there be for him to handle the more routine codes enforcement issues. Attorney Primo recommended the Board revisit the proposed law.

Note: Mayor Brunger left the meeting at \_\_\_\_ PM and rejoined the meeting at \_\_\_\_ PM.

### **DEC Inspections**

Attorney Primo reported that the Village has been cited by the DEC. He advised the DEC has said they have an agreement with the Village and Town of Camillus whereby the two municipalities assumed maintenance responsibilities for their portions of Nine Mile Creek. Attorney Primo said he does not know where the contract for maintenance responsibilities is or if one was signed, but he has found a resolution by the Board in the 1950's where the Village assumed responsibility for the creek relative to a project.

Attorney Primo advised that the DEC is doing periodic inspections and creating reports with a grading system on performance. He said one of the things they are criticizing is the lack of participation by the Village in the inspections noting someone from the Town does participate in the inspections. Clerk/Treasurer Stanczyk said that during a meeting with Trustee Montero and the DEC on October 7, 2009, the DEC confirmed that the Village has not been included in their mailing list, and that there was no way for us to know the schedule of inspections.

### **Fire Truck Purchase**

Attorney Primo reported the funding for the fire truck purchase was approved Friday, December 4, 2009.

### **Mitson**

Trustee Clancy reported the fire department is still using Mitson for training and the department is still paying for those services. Mayor Brunger will contact Chief Groesbeck to discuss the matter and a December 31, 2009 termination date with monies saved through the end of the fiscal year to go to the capital reserve fund.

### **Resolution 12082009-4: North Syracuse Truck Agreement**

Trustee Clancy moved to approve the borrowing of a fire truck from the North Syracuse Fire Department and to authorize Mayor Brunger to execute an agreement as presented by Attorney Primo for the borrowing of the fire truck. Trustee Hannon seconded the motion that was approved by majority vote of members present.

### **Resolution 12082009-5: Approval of Abstracts**

Trustee Clancy moved to approve payment of Abstract #011 [General Fund (A), Vouchers 0193-0200, totaling \$10,187.152 and Sewer Fund (G), Voucher 8, totaling \$29.54] and Abstract #012 [General Fund (A), Vouchers 0201-0227, totaling \$26,464.23]. Trustee Hannon seconded the motion that was approved by majority vote of members present.

### **Newsletter**

In response to question from Trustee Hannon, Mayor Brunger said he anticipates the next paper newsletter will go out next week.

**Cable Network Franchise Contract**

Attorney Primo advised that the franchise contract will be up in August 2010, a public hearing is required, and there is some room for negotiations for items such as free air time, connections, and cable service at the fire house.

**Engine 5 Title**

Trustee Clancy advised that the fire department would like Clerk/Treasurer to obtain the title for Engine 5.

**Village, Town, County and State Taxes**

A discussion took place regarding property and highway taxes and services the Village offers residents for Village taxes.

**Adjournment**

Trustee Clancy moved to adjourn the regular meeting. Trustee Hannon seconded the motion that was approved by majority vote of members present and the meeting was adjourned at 9:40 PM.

Respectfully Submitted,

Susan J. Clarke  
Administrative Assistant  
Clerk/Treasurer's Office

Minutes approved by Board resolution 2/9/2010

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