

**Village of Camillus  
Regular Meeting  
March 2, 2015**

Present Mayor Patricia Butler  
Trustee Ann Eckert  
Trustee Helen Kiggins Walsh  
Trustee Martin Rinaldo  
Trustee Susan Hines

Attorney: Robert J. Allan

5 people in attendance

Mayor Butler opened the meeting at 6:11 p.m. by leading the “Pledge of Allegiance”.

**Code Enforcement**

Mr. William Reagan stated there were two building permits in the month of February, \$260 collected in fees including demolition fees from the Green Gate, 4 building inspections, 6 fire inspections, 11 complaint inspections, 25 violation inspections, 7 notices and letters sent and 21 miscellaneous actions.

The Green Gate Inn received a demolition permit to clean up the interior of their building. They will also be removing the roof to re-frame the roof in a gable style in order to save funds. Trustee Eckert asked if the Historical Society allowed the change in roof style. Mr. Reagan stated he knows of no law that requires the owner to check with the historical society first. Mayor Butler stated she advised the owners to check if the building was in fact labeled as historical.

Mayor Butler asked the Board and public if there were any questions. None were asked.

Mr. Regan then gave the floor to Richard Kirk, owner of the Krabby Kirk’s restaurant. Mr. Kirk requested to add an extension to the deck at the rear of his building. This upper deck will be extended over the existing deck. This addition will allow of booking of more events in the warmer months. Mayor Butler stated are plans available to view for this project if anyone is interested.

Mayor Butler asked Mr. Kirk about parking accommodations for more/larger parties. Mr. Kirk stated parking was never an issue in the past. Lots such as at the bank are available to use for his guests.

Attorney Allan stated that this application is before the Board for their approval of a site plan. He also stated the application was pre-dated for May of 2015. Mr. Kirk then corrected the date on his application for the date of February 20, 2015. A SEQR application also needs to be executed.

Mayor Butler asked the Board if they have any questions regarding Mr. Kirk’s plans. Trustee Rinaldo asked about a time table for the project. Mr. Reagan and Mr. Kirk stated as soon as possible. The liquor authority cannot approve the plan unless the Board approves it first. Mr. Kirk stated he wishes to have the project completed before Memorial Day.

Mayor Butler asked the public if they have any questions. There were none.

The SEQR form was then printed and given to Attorney Allan to allow the Board to consider environmental concerns. Upon the motion of Trustee Eckert and seconded by Trustee Rinaldo and unanimously approved, the Board agreed that the Village of Camillus will be the lead agency regarding the extension project at the Krabby Kirk's restaurant, 55 Genesee Street, Camillus, NY.

Attorney Allan asked the Board the questions on the SEQR short form. The Board determined the extension plans at the Krabby Kirk's restaurant shall not impact the environment.

The Village of Camillus Board of Trustees determined a negative declaration regarding the proposed extension of a deck at the rear of Krabby Kirk's restaurant, 55 Genesee Street, Camillus, New York.

Upon the motion of Trustee Walsh and seconded by Trustee Rinaldo and unanimously approved, the Board agreed to approve the site plan provided by Richard Kirk for the proposed extension of Krabby Kirk's.

Mr. Reagan stated he wishes to have the minutes reflect that the usage of the extension is to be consistent to what is already in place, as stated by owner, Richard Kirk, of the establishment, at 55 Genesee Street.

Dick Kirk stated his next steps are to receive the building permit, submit a copy to the Liquor Authority and to acquire an update for the liquor license.

Attorney Allan asked Mr. Kirk about the sale of property to the Town of Camillus. This property includes the parking lot at the Camillus Senior Center. This sale coincides with the parcel of land the Village of Camillus will deed to the Town of Camillus. Mr. Kirk stated he will be selling his entire right side parking lot to the Senior Center and will retain ownership of the front parking lot. Mr. Kirk stated he will also ask for a right-of-way. Attorney Allan stated the Village of Camillus will need a right-of way as well.

Attorney Allan advised the Board to declare this parcel of land as surplus area. The Board will revisit this issue at the next meeting.

Mayor Butler asked Mr. Kirk if the Town of Camillus has in fact surveyed this parcel of land. Mr. Kirk stated it has been surveyed.

Mayor Butler asked Mr. Kirk if the Village of Camillus may have permission to plan another Memorial Weekend carnival again on his property. Mr. Kirk stated yes.

Mayor Butler asked if there were any other questions for Mr. Reagan. None were asked.

### **Camillus Fire Department**

Chief James McBride stated the Camillus Fire Department responded to 18 EMS calls and 22 fire calls in the month of January. In the month of February, Camillus members responded to 20 EMS calls and 14 fire calls.

Chief McBride stated that OSHA physicals are currently ongoing. Also a number of fire hydrants have been shoveled. Mayor Butler commended Chief Maxsween on the amount of hydrants he personally cleared recently. Chief McBride stated Chief Maxsween cleared 15 hydrants of snow in an 11 hour period of time. Mayor Butler advised the Village Highway personnel are also assisting in clearing hydrants.

OSHA training is planned for March 30 and 31 at 7:00 p.m. at the Camillus Fire Station. Board members are encouraged to attend.

Ongoing repairs are occurring at the fire station regarding many interior doors. A second company has been hired to do the repairs in place of the security company.

Overnight/weekend crews have been encouraged at the fire station recently to help with bad weather.

The single bunk in student at Camillus Fire Department will soon be asked to relocate to another bunk in program.

Engine 5 has issues now after the Green Gate fire. The aerial ladder is in need of repair. Jim Harris of Har-Rob will be meeting with the insurance adjustor tomorrow to address the cost of this repair. This apparatus is still in service at the fire department, but the aerial is not in service at this time.

Midi 7 had chassis service done recently and will go out for pump testing and brake work soon. A quote has been received in the amount of \$1,800.00 for the brake work. The next truck to go out is Engine 4.

Truck 8 went out for service. All the regular service work was successful.

On February 21, members of Camillus Fire Department attended the OCVFA annual bowling tournament. The status of the trophies is unknown at this time.

President Hutchins has been building new committees for 2015. A building committee will be meeting soon to prioritize repairs at the station. Mayor Butler asked if the membership is considering contacting Ken Pienkowski regarding low interest state loans offered to fire departments. Chief McBride agreed this was a good idea. The kitchen and banquet hall are a priority in order to start renting the space out again.

The members will be attending a Railroad Safety class at Mottville Fire Department on March 9 and will move the monthly meeting to Tuesday, March 10<sup>th</sup>.

Chiefs and members attended the Onondaga County Fire/Emergency Services Legislative and Training breakfast Saturday, February 28. A seminar was offered to help recruit the younger generation.

The Pinsky Law Firm is offering training classes at the Turning Stone resort from March 26-29. Chief McBride asked the Board to consider sending no more than 5 Camillus Fire Department members in order to attend several classes offered by the firm. The cost of \$224 per attendee includes breakfast, lunch and any classes members wish to attend. Chief McBride asked the Board to consider allowing the fire department to use \$1,600.00 to allow up to 5 members to stay overnight and attend classes as well as dinner for one night.

Mayor Butler asked if the fire department has enough funds in the training budget to allow it. Chief McBride stated he hopes to use both firefighter and chief training line items to pay the fees. Mayor Butler stated she wishes to caution using too much of the training funds this early in the year.

Chief McBride advised the Board that commissioner training is also offered if any trustees are interested. Attorney Allan stated elected Board Members that are acting commissioners are not required to attend this training. This training is required of elected commissioners only.

Upon the motion of Trustee Walsh and seconded by Trustee Eckert and unanimously approved, the Board agreed to allow the Camillus Fire Department to spend up to \$1,600.00 in order to send up to five Camillus Fire Department members to the Pinsky Law Firm training conference at Turning Stone.

Trustee Rinaldo stated he will be attending a class as a fire department member, but will not be staying the night at the hotel. He, therefore, recused himself from this vote.

Mayor Butler stated she will consider attending the class for commissioner training purposes.

Code Enforcement Officer Regan stated the fire departments on the scene of the Green Gate fire did a great job of saving a historic building. Mr. Reagan stated the official start of the fire was caused by old wiring in the kitchen ceiling. Chief McBride stated he appreciated the help given by the Mayor and Trustees that night.

President Cheryl Hutchins stated she is ordering catalogs in order to update appliances in the kitchen at the firehouse.

The fire department has recently put up a request for donations of appliances and kitchen supplies from the public with a facebook post. President Hutchins asked the Board if they could ask the same on the Village of Camillus website.

The membership is hosting a members' dinner on March 15<sup>th</sup> at 6:00 p.m. at the firehouse. The members are eating a casual dinner together and are welcome to bring family with them. The Board is also welcome to join.

The Board is asked to consider accepting six new applicants of the Camillus Fire Department. All new applicants are applying to become active members. All applications have both a Sheriff and private background check attached to the application. Mayor Butler stated all new applications will be decided upon in an Executive Session.

Trustee Rinaldo stated the fire department also has seven new Explorers in the new Explorer Program.

Chief Maxsween presented a training program in order to satisfy ICS (Incident Command Structure) training. Chief Maxsween stated the Village Board should be trained in ICS as well. A training packet was handed to all Board members for explanation of classes and expenses incurred. Overnight stays are recommended because of length of distance to attend the classes and the early start times of the classes.

Four Camillus Fire Department members are attending a new Firefight I class that will start soon. Mayor Butler commended Chief Maxsween on his efforts to train Camillus Fire Department members.

Attorney Allan stated he agrees that this training packet is well organized and thanked Chief Maxsween on his presentation. Attorney Allan asked if members can take online training as an option to traveling to class. Chief Maxsween stated very few classes can be offered online. Many classes need to be hands on in order to be taught by state instructors.

Chief McBride stated he wishes to start a program to have an established Camillus FD member mentor new Camillus FD members.

Chief Maxsween stated nationally certified classes are also offered.

Mayor Butler asked if there were any questions regarding the Camillus Fire Department report. None were asked. The Board thanked Chief McBride, Chief Maxsween and President Hutchins for their reports. They then exited the meeting in order to attend weekly training.

### **APPROVAL OF VOUCHERS**

Mayor Butler asked the Board if there were any questions regarding payment of the Abstract 5. None were asked.

Upon the motion of Trustee Rinaldo and seconded by Trustee Walsh and unanimously approved by the Board, Abstract #5 was approved as follows:

General Fund	\$15,846.25
Sewer Rent Fund	\$ 30.90

### **Mayor's Announcements**

Mayor Butler stated no minutes needed to be approved due to a lack of meetings recently.

The next Board Meeting is scheduled for March 16, 2015 at 6:00 p.m.

The Village office has had many problems with the main, large printer in the back office as well as the small printer used by her at her desk. Trustee Walsh asked if the County Purchasing Department was contacted for the purchases. Mayor Butler stated yes, but large printers are no longer used by that office and that some smaller, used printers may be available.

Three quotes have been received in order to replace both printers. The quotes were then handed to the Board members for their consideration. The Board agreed that Crystal Rock came in the lowest at a fee of \$429.00 for a large printer and a small printer will cost \$79.99.

Crystal Rock	\$429.00
Advanced Business Systems	\$2,568.00
Eastern Copy Products	\$3,397.68

Upon the motion of Trustee Walsh, seconded by Trustee Eckert and unanimously approved, the Board agreed to use Crystal Rock in order to replace the main office printer/scanner/fax machine as well as the Mayor's printer.

Mayor Butler stated she has been contacted by Wheelock Amusements to be part of the Memorial Weekend Carnival. Young Explosives also contacted the office regarding the Memorial Day Fireworks. Mayor Butler asked the Board if they are interested in using these businesses again for the carnival from May 22-25. The Board members all agreed to hold the Memorial Weekend Carnival.

Trustee Eckert stated the Board should look into getting more lighting for the park. She stated the park is very dark after the carnival is closed down.

The Village of Camillus Village Wide Sale will be held on May 16, 2015. The Village will again assist the Maxwell Library with the geranium flower sale.

Blessed Virgin Mary School from Warners, New York asked for permission to use the Village tennis courts two morning hours a day, 2-3 days a week from June 8<sup>th</sup> through August 10<sup>th</sup> of this year in order for a new tennis team for practice. The Board agreed there are no objections to allow the school to use the courts. A resident asked who maintains the surface of the courts. Mayor Butler stated the highway personnel clean it when necessary.

Attorney Allan stated the usage of the Village courts shall go to residents first. He suggested the team look into Reed Webster Park to use the larger tennis courts there.

### **Attorney Comments**

Attorney Allan stated he does not have a report but wishes to give the floor to Code Enforcement Officer Bill Reagan regarding an application that he is concerned about.

Mr. Reagan explained that a resident at 48 North Street wishes to have Community Development build a wheelchair ramp on her property. This ramp would have to be located on Village property in order to connect the house to road level.

Trustee Rinaldo advised there will be liability issues if that happens. Mr. Reagan suggested using a revocable license agreement, advising maintenance is homeowner responsibility and specifying a certain style for the ramp.

Attorney Allan stated more discussion is necessary before a decision is made and advised Board members to visit the location in order to discuss it further.

Mayor Butler thanked Attorney Allan and Mr. Reagan for their reports.

Mayor Butler announced that the Board shall review the Procurement Policy as an annual task and can make necessary updates. This review is part of the yearly organizational meeting.

### **Trustee Reports**

Trustee Eckert stated Memorial Day Parade plans are underway. She also wishes to attend website classes at West Genesee Senior High School Adult Education in order to build a better calendar on the Village website.

Trustee Walsh stated she has no report.

Trustee Rinaldo asked when the new traffic lights will be in operation in the Village. Mayor Butler stated she was not given a time frame. Trustee Rinaldo stated a snow blower is needed for the Village. The current snow blower is broken again. Treasurer Rinaldo suggested a commercial snow blower. Mr. Waterman, a resident, also suggested some specifications for a snow blower.

Mayor Butler stated she has advised the highway personnel to suggest specifications regarding the purchase of a new snow blower for next season. Mayor Butler stated the sides of the bridge are an issue regarding snow buildup. When the snow is very heavy, one side will be closed to foot traffic. Mayor Butler stated she is concerned with highway personnel shoveling the heavy snow. Attorney Allan stated if the Village starts to clear the snow, then the task must be finished for liability reasons. Treasurer Rinaldo suggested a small backhoe for removal.

### **Public Comments**

Mr. Waterman advised the Board to remove as much snow as possible. Mayor Butler stated Michael Rether Excavating was in fact hired in order to remove snow from Village streets.

Attorney Allan stated the Procurement Policy is to guide public works and purchases. Some numbers in this procurement document have changed within the years and the policy will need to be updated. Attorney Allan and the Board made the following changes:

Paragraph 4 does not state what steps are needed for purchases above \$10,000 and less than \$20,000. Mayor Butler stated 3 written or faxed quotations are needed for purchases within those prices.

A Public Works contract at \$25,000 and above will need to be put out to bid. Mayor Butler asked about a purchase of a Municipal vehicle. Attorney Allan stated this type of purchase is not classified as a public works project.

Mayor Butler asked the Board to accept the Procurement Policy with the new updated changes.

Attorney Allan advised the Board that it is required for a municipality to identify a person to be responsible for making purchases under the procurement policy. The Board declared this will is person will be the Mayor of the Village of Camillus.

Upon the motion of Trustee Walsh, seconded by Trustee Rinaldo and unanimously approved, the 2015 Procurement Policy was adopted by the Village Board. No members abstained.

Mayor Butler advised the Board to go into Executive Session in order to discuss personnel issues. Upon the Motion of Trustee Eckert, seconded by Trustee Walsh and unanimously approved, the Board agreed to go into Executive Session at 8:03 p.m.

The meeting moved out of Executive Session at 8:23 p.m.

**VILLAGE BOARD RESOLUTION  
AUTHORIZING RETENTION AND COMPENSATION FOR  
SECTION 209-I HEARING**

**A RESOLUTION WAS OFFERED BY** Mayor Butler, who moved for its adoption, seconded by Trustee Walsh and unanimously approved, to wit:

**BE IT RESOLVED**, that this Board of Trustees hereby authorizes and ratifies the retention of Murry F. Solomon to serve as a hearing officer pursuant to Section 209-I of the New York State General Municipal Law; and

**BE IT FURTHER RESOLVED, THAT THIS** Board of Trustees hereby authorizes payment to Hearing Officer Solomon for his professional services at a per diem rate of \$950 for hearing time, as well as time spent in administration, study and preparation of his report and recommendations, and also reimbursement for reasonable travel related expenses including mileage for use of his personal automobile at the then prevailing IRS mileage rate.

Dated March 2, 2015

Mayor Butler stated the Board reviewed six applications for membership of the Camillus Fire Department during Executive Session.

Upon the motion of Trustee Walsh, seconded by Trustee Rinaldo and unanimously approved, the Board approved the membership of Timothy Schreyer as a member of the Camillus Fire Department.

Upon the motion of Trustee Rinaldo, seconded by Trustee Walsh and unanimously approved, the Board approved the application of Kevin Shannon as a member of the Camillus Fire Department.

A motion was offered by Trustee Walsh who moved for its adoption, seconded by Trustee Rinaldo, to approve the application of Nick Still as a member of the Camillus Fire Department. The voting was as follows:

Patricia Butler	Mayor	Voted - Yes
Ann Eckert	Trustee	Voted - No

Helen Walsh	Trustee	Voted - Yes
Martin Rinaldo	Trustee	Voted – Yes

The motion was approved

A motion was offered by Mayor Butler who moved for its adoption, seconded by Trustee Walsh, to approve the application of Andrew Murphy as a member of the Camillus Fire Department.

The voting was as follows:

Patricia Butler	Mayor	Voted - Yes
Ann Eckert	Trustee	Voted - No
Helen Walsh	Trustee	Voted - Yes
Martin Rinaldo	Trustee	Voted – Yes

The motion was approved

Mayor Butler advised out of district Camillus Fire Department members to drive within speed limits when responding to Camillus Fire Department for emergency calls.

Upon the motion of Mayor Butler, seconded by Trustee Walsh and unanimously approved, the Board accepted the application of Nicholas Lutz as a member of the Camillus Fire Department.

The Board reviewed the application of Michael Lutz, a member that has been approved previously. The background check of Mr. Lutz came in clear.

Mayor Butler announced all applications for the Camillus Fire Department were accepted.

Upon the motion of Trustee Walsh, seconded by Trustee Rinaldo and unanimously approved the meeting adjourn at 8:27 p.m.

Christina Groesbeck  
Clerk