

The regular and organizational meeting of the Village of Liverpool Board of Trustees was held on Monday, July 20, 2015 at 7:00 PM at 310 Sycamore Street, Liverpool, NY

Present:	Gary White	Mayor
	Nick Kochan	Deputy Mayor
	Jim Rosier	Trustee
	Dennis Hebert	Trustee
	Christina Fitch	Trustee
	John Langey	Attorney
	Mary Ellen Sims	Village Clerk

Mayor White called the meeting to order at 7:00 PM and all those present joined in the pledge of allegiance.

**Residents wishing to speak- none**

**Correspondence**

The Village received correspondence from Marilee Bogdanovs regarding the brush along Onondaga Lake and that is has resulted in residents and visitors finding it impossible to see a lot of the beautiful lake. Bill Lansley, Commissioner of Parks stated that it has been taken care of.

The American Legion sent a letter of thanks to the Chief of Police for their help with traffic control for Memorial Day.

The Village received an email from NYCOM and the State Comptroller stating that beginning in January 2016, the tax cap will be less than 1%.

**Bill Lansley, Ted Spencer and Nate Stevens – Representatives from Onondaga County regarding “Card Activated Lift Gate”**

Ted Spencer, Mackenzie Hughes LLP, briefed the board on the most recent updates to the Card Activated Lift Gate and the request from Onondaga County for IMA/Vine Street access gate. The Village approval is necessary because the proposed location of the gate is on Vine Street which is owned by the Village. Additionally, certain improvements associated with the installation of the gate ( road widening, sidewalk relocation, curb cut widening) would involve Village property.

He stated that the County is agreeable to installing additional signage based on the Board of Trustees guidance and that the county will also handle snow removal in the gate area to that the Village DPW will not need to work around the gate.

With respect to the SEQR component of this proposed project, the County has determined that this matter is a Type II action and therefore is not subject to review under the SEQR regulations.

Mr. Spencer stated that the “card Activated Lift Gate” is more efficient, more effective in controlling access and will increase the safety of the persons using the east end of the park trail. Thousands of people use the trail to walk, bike, run, walk dogs and enjoy the lake. Mr. Spencer stated that timing is a big issue due to construction scheduling and budgeting issues.

Mayor White stated that the County should enlarge the turnaround area and to relocate the two County Vehicles that park there to allow for more turn around room. This is needed for persons that don't realize that there are no vehicles allowed on the trail and have to turn around. He asked what the procedure would be for special events, such as fishing derby's and the possible stacking of cars and boats in that area.

Bill Lansley commented that there are usually no more than 35 boats for tournaments.

The Board also asked about the plan for the uncontrolled access near the Yacht club entrance. Bill Lansley stated that the County would look into the options for a controlled access in that area.

Trustee Fitch asked if a traffic study was done. Mr. Spencer stated that there is no change in use and didn't feel that it was necessary to conduct a traffic study. Trustee Fitch asked what the gate would look like. She also stated that she would like to see signage welcoming people to come into the Village from the trail area.

Trustee Rosier asked if the request for a gate was financially driven. Mr. Lansley stated that it was safety driven.

Trustee Hebert commented that he felt that Nate Stevens did a great job representing Onondaga County Parks. Trustee Hebert asked about access for emergency vehicles. Mr. Lansley commented that he understands that emergency vehicles have a sensor that would activate and lift the gate. He stated that the County could give all emergency vehicles access cards.

Trustee Kochan asked about the width of the entrance for the turnaround area and requested that the County widen this entrance to 22 feet.

Mayor White feels that it would be better to widen the entrance to 24 feet.

Mr. Lansley stated that the County would widen the entrance drive to the turnaround area to 24 feet, eliminates the two County Vehicles parking spaces, would snow plow from Brow Street to the gate area and would check on the sensors for emergency vehicles.

Mayor White asked if there were any public comments.

Alex Prednar stated that he has lived in the Village of Liverpool since 1947 and uses the park trail every day. He stated that he has been run off the road, clipped and has gotten out of the way of vehicles dozens of times. The trail is closed to traffic but vehicles will mistakenly enter the trail area. He stated that he sees this happen every day and that the card activated gate is the only answer. He urged the Board to get it approved.

Hearing no more comments, Mayor White asked for a motion from the Board.

Motion was made by Trustee Rosier, seconded by Trustee Hebert, to authorize Mayor White to sign the IMA / Vine Street agreement with the following modifications:

- Widen the turnaround entrance to 24 feet
- Eliminate the two County Vehicle spaces in the turnaround area
- Snow removal will be done by the County from Brow Street to the Gate
- Look at the possibility of a second gate by the Yacht club
- Look into automatic tripping for emergency vehicles

Trustee Fitch asked if there was an end date to the IMA/Vine Street agreement. There is no specified end date.

Onondaga County will send revisions to Attorney Langey.

Motion passed.

### **Recurrent Flooding on Pearl & Salina Streets**

The Village received a letter from Jerry Dwyer on Monday June 15<sup>th</sup> regarding the recurrent flooding on Pearl & Salina Streets. The letter states that over the last few years the problems with the storm drains have progressively gotten worse. The drains are now fully plugged. As the catch basins back up the Young & Franklin Inc. employee parking lot quickly floods making for an unsafe and extremely annoying situation.

Greg Sgromo stated that he and Bill Asmus reviewed the flooding issue. Onondaga County pumped the lines and found that there is approximately four (4) to (6) feet of plugged line.

Greg Sgromo stated that he is unable to find the Village Right of Way in the area of the clogged lines. The Village will need to get written authorization to enter that area to make repairs to the line. The owner of the property is Harborside Manor Apartments.

Trustee Kochan asked Jerry Dwyer about the Young & Franklin Building. The original building is in the Town of Salina and the additions to the roof of the building are in the Village of Liverpool. He feels that the Town of Salina should be also responsible for the flooding issue.

Greg Sgromo will get written authorization to enter the private property and the Village will contact the Town of Salina.

John Langey, Attorney, will send a license to enter the private property with release and hold harmless agreement to be signed by the Village and property owner.

### **Introduction of Local Law D- 2015 Definition Professional Residential Office**

Trustee Kochan introduced proposed local law D-2015 to amend Chapter 380 of the Code of the Village of Liverpool to remove provisions therein relative to Professional Residential Offices in the Village, which was seconded by Trustee Hebert.

Local Law D- 2015 will remove the definition of Professional Residential Office and will delete any reference to it in that section of the Code. The section of the Code that refers to home occupations covers this.

Attorney Langey recapped the Full Environmental Assessment form and declared this action a negative declaration with no adverse impacts. This is a Type 1 action for SEQR purposes.

### **Call public hearing Local Law D- 2015 for August 17, 2015**

Motion was made by Trustee Kochan, seconded by Trustee Rosier, to call a public hearing for Local Law D-2015 for August 17<sup>th</sup> at 7:01 PM. Motion Passed.

### **Authorization for Mayor White to sign letter of Intent Water Quality Improvement Project Grant Application – Syracuse Urbanized Area Comprehensive Storm Sewer Mapping Project**

Mayor White explained that funding is available under the CFA through the NYS Water Quality Improvement Program for comprehensive storm sewer system mapping. As a member of the CNY Storm water Coalition, the Village of Liverpool could join in the application for funding. If the grant is awarded, the Village will not be required to make any direct cash or in-kind contributions. The cost would come from the fees that the Village pays to be a member of the Storm Water Coalition. If the Village wants to participate in the grant, we must sign a letter of intent (not commitment) to contribute its share of the required match. If the grant is awarded, the Village will be asked to certify that we are going to participate and commit to providing our share of the match as described at that time.

Motion was made by Trustee Rosier, seconded by Trustee Fitch to authorize Mayor White to sign letter of Intent Water Quality Improvement Project Grant Application – Syracuse Urbanized Area Comprehensive Storm Sewer Mapping Project. Motion Passed.

**Update on Suburban Green Infrastructure Program Grant of \$87,000**

The funds from the Suburban Green Infrastructure Program grant of \$87,000 will be applied for now that the trees have been planted. The tree planning was part of the funding request. The Village DPW department has planted 12 trees in the Third Street, Balsam Street and Hiawatha Trail area according to the proposed grant application.

Greg Sgromo, Engineer, stated that they are coordinating with the County as to process for applying for the funds.

**Authorization to pay Riverside Site & Landscaping invoice for the demolition of 209 Alder Street for a cost of \$ 30,000 , Churchill Environmental Inc. for the asbestos removal at 209 Alder Street for \$2,341.71 and to add these amounts to the tax bill for 209 Alder Street and to add Costello Cooney & Fearon bill in the amount of \$ 3775.75 to the tax bill.**

Mayor White explained that the following companies were contacted for the demolition work at 209 Alder Street: Ciotti Enterprises, Scanlon Trucking, John Fisher Construction, Crisafulli Trucking and Riverside Site & Landscaping. We received quotes from Crisafulli and Riverside. The house had been deemed unsafe in March 2015. While the quote from Crisafulli Trucking was lower, they could not do the work for a month. The structure was so severely decayed that partial collapse had commenced and complete collapse was imminent and the neighbor at 207 Alder Street was very concerned about the structure collapsing toward his house.

In consideration of these circumstances, the Village chose to have Riverside perform the work. The additional \$4,000 that was not part of the original quoted price was the excessive amount of storage and debris in the basement. This debris needed to be treated as though it contained asbestos. This was due to the fact that it was not possible to do an asbestos survey due to the partial collapse of the building.

The work was done and the bills were sent to the homeowner and to the bank that holds the mortgage on this property. They have not paid the bills.

Motion was made by Trustee Hebert, seconded by Trustee Rosier, to authorize the payment to Riverside Site & Landscaping for \$30,000, Churchill Environmental Inc for \$2,341.71 and to add these amounts to the tax bill for next year for 209 Alder Street and to add the invoice from Cooney, Costello & Fearon in the amount of \$3775.75 to the tax bill for 209 Alder Street. Motion Passed.

**Authorization for Sandy Callahan to attend the NYCOM Fall Training School in Lake Placid from September 28<sup>th</sup> to October 2<sup>nd</sup> for a total not to exceed \$1,700.00.**

Motion was made by Trustee Hebert, seconded by Trustee Kochan, to authorize Sandy Callahan to attend the NYCOM Fall Training School in Lake Placid from September 28<sup>th</sup> to October 2<sup>nd</sup> for a total not to exceed \$1,700.00. Motion Passed.

Mayor White asked Trustee Fitch if she would like to attend this very informative conference. Trustee Fitch responded that she will check her schedule.

**Appoint Trustee Christina Fitch as Alternate Municipal Representative for MS4**

Motion was made by Trustee Rosier, seconded by Trustee Hebert to appoint Trustee Christina Fitch as an Alternate Municipal Representative for MS4. Motion Passed.

**DPW STATS**

Trustee Fitch gave the following recap of DPW :

- 39 UFPO's marked
- 14 Sewer Maintenance Calls handled by County
- Sewer Repairs 408 Cypress Street and 205 Sycamore Street
- No banner pole or sign requests

No park requests

### **POLICE STATS**

Trustee Rosier read the following STATS for the police department:

166	Traffic Stops
105	Traffic tickets issued
03	DWI Arrests
09	Accidents Investigated
0	Parking Tickets issued
190	Residential Property Checks
445	Incidents

### **CODES STATS**

Trustee Rosier presented the Codes STATS to the Board for their review.

### **Trustee Hebert presented the following Financial Reports:**

Trustee Hebert moved and Trustee Kochan seconded the approval of Abstract # 14 General Fund vouchers 753-757 in the amount of \$ 6,301.93, abstract # 2 General fund , vouchers 27-90 in the amount of \$ 132,092.11, Abstract # 2 TA fund , voucher # 66 in the amount of \$ 34.55, Abstract # 2 Sewer fund , vouchers 86,87,89 in the amount of \$13,528.64, Abstract # 2 HD fund , voucher # 91 in the amount of \$2,688.00. Motion Passed.

### **Land Swap JGB/Lamont**

The land swap between JGB and Val Lamont has been completed and filed with the County clerk's office. This land swap was a condition of the approval for expanded parking for the Limp Lizard.

Val Lamont has requested a right of way along the 40 foot strip of land on South Willow , which is owned by the Village of Liverpool. He is requesting a 15 foot easement along this 40 foot strip to locate and install a storm water drainage line located at South Willow and Lake Drive.

The Village of Liverpool will have to grant a revocable license agreement to Val Lamont for the use of this strip.

### **Special Meeting**

Motion was made by Trustee Kochan, seconded by Trustee Rosier, to schedule a special meeting for August 3<sup>rd</sup> at 12:00 PM for the purpose of holding a public hearing for the request of Val Lamont to use a 15 foot strip along Village owned property ( 40 ) foot strip to locate and install a storm water drainage line located at South Willow and Lake Drive. Motion Passed.

### **Call Public Hearing**

Motion was made by Trustee Kochan, seconded by Trustee Hebert, to call a public hearing for August 3<sup>rd</sup> 12:00 PM on the request of Val Lamont to use a 15 foot strip along Village owned property ( 40 ) foot strip to locate and install a storm water drainage line located at South Willow and Lake Drive. Any other business may come before the board at this meeting. Motion Passed.

### **Approve Minutes**

Motion was made by Trustee Hebert, seconded by Trustee Kochan to approve the minutes of May 18<sup>th</sup>, June 15<sup>th</sup> and June 29<sup>th</sup> as presented. Motion passed. ( Trustee Rosier abstained from voting on June 29<sup>th</sup> minutes as he was not at the meeting and Trustee Fitch was not at either meeting due to the fact that she just took office on July 6<sup>th</sup> )

### **Organizational Meeting**

**Appointments by the Mayor with Approval of the Board- One year terms**

Village Clerk/Treasurer Part Time	Mary Ellen Sims
Deputy Village Clerk/Treasurer	Sandy Callahan
Attorney	Costello Cooney & Fearon
Secretary to Village Justice	Kimberly Hall
Superintendent of Public Works	William Asmus
Deputy Superintendent of Public Works	Michael Neverette
Village Historian	Dorianne Gutierrez
Code Enforcement Officer	Bill Reagan
Deputy Code Enforcement Officer	Kurt Field
Planning Board Secretary	Sandy Callahan
Alternate Planning Board Secretary	Mary Ellen Sims
Zoning Board Secretary	Sandy Callahan
Alternate Zoning Board Secretary	Mary Ellen Sims
Police Chaplain	Milton Jefferson
Insurance Agent	Haylor, Freyor, & Coon
Auditors	Koagel & Vincintini
Engineers	Dunn & Sgromo
Deputy Mayor	Nick Kochan

**Liaisons of the Board**

Finance	Trustee Hebert
Police/Justice	Trustee Rosier
Codes	Trustee Rosier
<i>Planning Board</i>	Trustee Kochan
<i>Zoning Board</i>	Trustee Kochan
Public Works	Trustee Fitch
MS 4 Representative	Trustee Fitch
Personnel	Trustee Rosier
Gleason Center	Trustee Hebert
Health Ins/Retire	Trustee Rosier

**Appointment to the Onondaga County Mayors Association to attend meetings monthly** – Each member of the board will be attending on a rotating basis beginning with the next meeting

Zoning Board Appts: Matt Devendorf – Regular Member for a term of 2 years  
Ron Herrgesell - Regular Member for a term of 2 years

The Mayor is to serve as an ex-officio member of all committees of which he is not a designated member.

All committees to serve at the pleasure of the Mayor.

Meetings of committees may be called by the Mayor or Chairperson.

**Designations of the Board**

**Official Newspaper** Post Standard and Eagle Star- Review

**Regular Meeting Schedules:**

Village Board                      Third Monday of the month at 7:00 PM  
Planning Board                      Fourth Monday of the month at 7:00 PM  
Zoning Board                      Fourth Monday of the month at 6:00 PM

**Authorize continuation of membership in New York State Conference of Mayors.**

Payment of Claims

**WHEREAS** the board of trustees has determined to authorize payment in advance of audit of claims for public utility services, postage, freight and express charges, and

**WHEREAS** all such claims shall be presented at the next regular meeting for audit and

**WHEREAS** the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the board of trustees,

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the board of trustees authorizes payment in advance of audit of claims for public utility services, postage, freight and express charges and all such claims shall be presented at the next regular meeting for audit and the claimant and officer incurring or approving the same shall be jointly and severally liable for any amount disallowed by the board of trustees.

**Section 2.** That this resolution shall take effect immediately.

**Mileage Allowance**

**Resolution:**

**WHEREAS** the board of trustees has determined to pay a fixed rate for mileage as reimbursement to officers and employees of the Village who use their personal automobiles while performing their official duties on behalf of the Village;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the board of trustees shall approve reimbursement to such officers and employees at the Federal allowable level at the time of expenditure.

**Section 2.** That this resolution shall take effect immediately.

**Designation of Depositories**

Resolution:

**Whereas** the board of trustees has determined that Village Law §4-412 (3)(2) requires the designation of banks or trust companies for the deposit of all village monies;

**NOW THEREFORE BE IT RESOLVED:**

**Section 1.** That the board of trustees does hereby designate the following institutions as depositories of all monies received by the village treasurer, clerk, and receiver of taxes.

Name of institution **M & T Bank, Chase Bank, First Niagara**

**Section 2.** That this resolution shall take effect immediately.

Procurement Policy- Adopt existing procurement policy

Investment Policy- Adopt existing investment policy

Old Outstanding check policy- adopt policy that old outstanding checks after 1 year can be added back to cash and re-issued.

**Executive Session**

Motion was made by Trustee Kochan, seconded by Trustee Rosier, to move into executive session for the purpose of possible litigation. Motion Passed.

Motion was made by Trustee Rosier, seconded by Trustee Hebert, to move out of executive session. Motion Passed.

**Adjournment**

Motion was made by Trustee Kochan, seconded by Trustee Hebert to adjourn the meeting. Meeting was adjourned at 8:42 PM. Motion Passed.

Mary Ellen Sims  
Village Clerk Treasurer