

Village of Liverpool
Board of Trustees Meeting
May 15, 2023

A regular meeting of the Village of Liverpool Board of Trustees was held on May 15, 2023 at 7:00 PM at 310 Sycamore Street, Liverpool NY.

| | | |
|----------|--------------------|---------------|
| Present: | Gary White | Mayor |
| | Michael LaMontagne | Deputy Mayor |
| | Christina Fadden | Trustee |
| | Matthew Devendorf | Trustee |
| | Dennis Hebert | Trustee |
| | Richard Andino | Attorney |
| | Mary Ellen Sims | Village Clerk |

Also present was Russ Tarby Eagle News and approximately 20 other persons.

Mayor White called the meeting to order and Mayor White asked all those present to join in the pledge of allegiance.

Outstanding Issues grant updates:

Mayor White updated the outstanding issues as follows:

Main Street Grant Phase 3- waiting for a contract from Onondaga County

Vine Street Community Development- need to relocate the poles and plant the trees.

Birch & Sixth Street Playground- installers are on site but waiting for hardware to arrive

American Rescue Relief Funding- balance is \$164,317.47

Correspondence

Email from Rebecca Sleeper regarding a notice for the Syracuse Ride for Missing Children scheduled for September 29, 2023

Public comment period

Kelly Romano wanted to understand the process of changing code to allow LED signs. Attorney Andino explained the process. The change to the code requires an introduction of the changes, a public hearing on the proposed change, a vote of the majority of the Board to adopt the changes and filing the law with NYS. It is a lengthy process.

Reschedule June meeting due to Juneteenth holiday

Motion was made by Trustee Fadden, seconded by Trustee LaMontagne, to reschedule June 19th meeting to June 26, 2023 at 7:00 PM.

LED signs/ Liverpool First United Methodist Church and Liverpool Fire Department

Representatives from Metropolitan Sign Company, Vantage LED, Liverpool Fire Dept. and Liverpool First United Methodist Church (FUMC) were present.

Both the Fire Department and the FUMC want to replace their current sign with and LED digital sign.

The Church said that they want to use the LED sign to announce church services and events. They currently are limited to only sidewalk signs. They would be mostly text, possibly some images but nothing flash or no rolling text. The software is controlled by the user and can control the brightness level or turn it off completely at night.

The brightness is determined by nits, a unit of measurement for the total brightness of the sign. At full brightness, it would be 80,000 nits. The standard during the day is 100% brightness, the sign dims as

dusk hits and can go to 30% brightness in the evening. Alerts can come on at night if there is an emergency.

Codes would need to use a light meter to determine the number of nits.

Mark Kaplan from the Liverpool Fire Dept. said they would like to replace the existing sign with a digital sign, mostly to help with recruitment. Public safety messages related to fire safety would also be displayed. They wouldn't have anything flashy, mostly text and possibly the Fire Department logo. There would be no video and it would dim at night.

Mayor White asked if the signs conformed to the Village of Liverpool Comprehensive Plan and current sign ordinance.

David Razzante, Metropolitan Signs stated that the Town of Clay set up a new set of regulations for the digital signs. He stated that the Village of Liverpool can establish the ground rules for these signs within the Village confines.

The general feeling of the Board of Trustees is that the signs would need to be controlled. Once the Village permits digital signs, how do we control the number of signs that could possibly be put up? The Board agreed that we will need closely defined rules. There are benefits to digital signs; however there are also drawbacks. The Village Board feels that allowing digital signs takes away from the feel of a little Village that promotes "walkability" and ways to calm traffic.

Mayor White stated that the Planning Board needs to review and carefully study all aspects of allowing digital signs and make a recommendation to the Village Board. The Planning Board needs to review the Comprehensive Plan and how digital signs fit into that plan.

Request from Liverpool Community Gardeners for funding

Kelly Romano, Chair of the Liverpool Community Gardeners asked to speak to the Board. She stated that they would like to place 4 barrels around Johnson Park this year, two would be placed on the stage and two near the entrances. The Liverpool Community Gardeners will water the plants. They would like to put 6 barrels in the business district on First Street, Vine and Tulip. This year they intend to approach a few of the businesses to see if they would be interested in funding the plants. The dirt and barrels will be provided by the Committee.

The main project this year is Heid's Circle. Kelly requested \$1,000 funding from the Village to cover the cost of the plants, soil and other gardening supplies.

Motion was made by Trustee Devendorf, seconded by Trustee Hebert, to authorize \$1,000 for the Liverpool Community Gardeners to purchase plants and gardening supplies.

Roll Call vote:

| | |
|--------------------|-----|
| Trustee LaMontagne | Yes |
| Trustee Fadden | Yes |
| Trustee Devendorf | Yes |
| Trustee Hebert | Yes |
| Mayor White | Yes |

Motion Passed.

Inquiry from tree committee regarding funding limit for expenses- what they can spend it on other than trees

Yvette Hewitt and Karen Bambacht, Tree Committee members asked the Board of Trustees if there were certain purchases that could be made using the Tree Capital fund money. Karen explained that the five member committee would like to purchase t-shirts that would identify the members of the committee while in the community working on trees. The tree committee would like to purchase Arbor Day materials utilizing funds from the Tree Capital Project fund.

Mayor White stated that the purchase of t-shirts and Arbor Day materials would be approved expenditures from the Tree Capital fund.

Gleason Roof Quotes

The Village requested quotes for repair to the Gleason roof last year. Three companies responded with quotes. The Village requested updated prices from the same three vendors. Only two responded with updated prices. J & B Installations quoted \$9,500 and Shaffer Building Services Inc total quote is \$7,329.00.

Motion was made by Trustee LaMontagne, seconded by Trustee Devendorf, to approve the quote from Shaffer Building Services Inc for a total not to exceed \$7,500.

Roll Call Vote:

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|--------------------|-----|
| Trustee LaMontagne | Yes |
| Trustee Fadden | Yes |
| Trustee Devendorf | Yes |
| Trustee Hebert | Yes |
| Mayor White | Yes |

Motion Passed.

Village Hall Painting Quotes

The Village Clerk's office reached out to receive quotes for painting walls in hallways, office area on police side, walls in clerk's office area and walls in court office. Two quotes were received. LCS Painting estimate is \$2,875 and Rufino Ramos estimate is \$12,500.

Motion was made by Trustee Devendorf, seconded by Trustee LaMontagne to approve the quote from LCS in the amount of \$2,875.00

Roll Call vote:

| | |
|--------------------|-----|
| Trustee LaMontagne | Yes |
| Trustee Fadden | Yes |
| Trustee Devendorf | Yes |
| Trustee Hebert | Yes |
| Mayor White | Yes |

Motion Passed.

Omni Renewables

The Community Solar Subscriber Agreement provides a simple way to support solar energy and save money on electricity. The Village would receive 10 % bill credits each month, in exchange for a monthly subscription fee equal to 90% of the monetary value of those bill credits. The subscription fee will be automatically taken from the credits that the Village receives on the utility bill. There are no other fees charged. The Agreement's term is 25 years.

Based on our current usage, the village may receive approximately \$2,800 a year.

Village Board of Trustees agreed that this would be a good idea to sign the contract.

Motion was made by Trustee LaMontagne, seconded by Trustee Devendorf, to authorize Mayor White to sign the OYA Community Solar Subscriber Agreement.

Roll Call vote:

| | |
|--------------------|-----|
| Trustee LaMontagne | Yes |
| Trustee Fadden | Yes |
| Trustee Devendorf | Yes |
| Trustee Hebert | Yes |
| Mayor White | Yes |

Motion Passed.

Introduce Local Law B- 2023- A local law to amend the code of the Village of Liverpool to prohibit short-term rentals within the Village

Trustee Hebert introduced proposed Local Law No. B-2023, “A Local Law to Amend the Code of the Village of Liverpool to Prohibit Short-Term Rentals within the Village” and made the following motion, which was seconded by Trustee LaMontagne:

WHEREAS, proposed Local Law No. B-2023 has been introduced and will be considered for enactment pursuant to the provisions of the Municipal Home Rule Law; and

WHEREAS, Volume 6 N.Y.C.R.R., Sections 617.3 and 617 of the Regulations relating to Article 8 of the New York Environmental Conservation Law of New York (SEQRA), requires that as early as possible after submission of a completed application, an involved agency shall make a determination whether a given action is subject to the aforementioned law; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of Local Laws in the Village of Liverpool, such that there are no other involved agencies within the meaning of SEQRA with respect to the proposed enactment of said Local Law, with the result that the Village Trustees shall act as lead agency in this matter; and

WHEREAS, the adoption of said Local Law is a Type I action for purposes of environmental review under SEQRA; and

WHEREAS, the Village Board of Trustees has determined that a Full Environmental Assessment Form (EAF) shall be required in connection with this matter; and

WHEREAS, the said full EAF has been prepared and has been reviewed by the Village Board; and

WHEREAS, the Village Board has considered the adoption of said Local Law, has considered the criteria contained in 6 N.Y.C.R.R. Part 617.7 and has compared the impacts which may be reasonably expected to result from the adoption of said Local Law against said criteria.

NOW, THEREFORE, IT IS RESOLVED AND DETERMINED, that the enactment of this proposed Local Law No. B-2023 is a Type I action under SEQRA, that there are no other involved agencies and the Village Board shall act as lead agency; and it is further

RESOLVED AND DETERMINED, that after a careful review of Part II of the Full Environmental Assessment Form submitted in this matter, the Village Board has determined this action shall have no adverse impact on the environment; that accordingly, an environmental impact statement (EIS) shall not be required; and that this resolution shall constitute a negative declaration under SEQRA; and it is further

RESOLVED AND DETERMINED that the reasons supporting the foregoing Negative Declaration are as follows:

1. The proposed amendment to the provisions of the Code of the Village of Liverpool pertaining to short-term rentals will not result in any adverse impact on the environment since the amendment is a text amendment;
2. The proposed change would simply prohibit short-term rentals within the village of Liverpool, thereby having no adverse impact on the environment, if not having a positive impact on the environment;
3. The proposed prohibition of short-term rentals within the Village is consistent with the Village's Comprehensive Plan;
4. The proposed text amendment will have no impact on any aspect of the environment, including water, flora, fauna, critical environmental areas, wetlands, neighborhood character or any other criteria identified in 6 NYCRR 617, et seq; and it is further

RESOLVED AND DETERMINED that this Village Board adopts the Negative Declaration incorporated herein and instructs counsel to make the required filing and publication of the same; and it is further

RESOLVED, that the Village Board of Trustees shall conduct a public hearing as to the enactment of proposed Local Law No. B-2023 at the Village of Liverpool Village Hall, 310 Sycamore Street, Liverpool, New York on June 26, 2023, at 7:01 p.m. or as soon thereafter as the matter can be heard, at which time all persons interested on the subject shall be heard.

The question of the foregoing Resolution was duly put to a vote and, upon roll call, the vote was as follows:

| | | | |
|-------------------------|---------|-------|-----|
| Hon. Dennis Hebert | Trustee | Voted | Yes |
| Hon. Michael LaMontagne | Trustee | Voted | Yes |
| Hon. Matthew Devendorf | Trustee | Voted | Yes |
| Hon. Christina Fadden | Trustee | Voted | Yes |
| Hon. Gary C. White | Mayor | Voted | Yes |

The foregoing Resolution was thereupon declared duly adopted.

Tax Warrant

Mayor White stated the following ---Clerk Sims you are hereby commanded to receive and collect from the several persons named in the tax roll hereunto annexed the several sums stated in the last column hereof opposite their respective names, being a total of \$ 2,218,270 for the following purposes”

| | |
|-----------------------------|--------------------|
| For the Current Budget | \$2,037,656 |
| For Sewer rents and charges | 173,372 |
| Mowing charges | 7,242 |
| | _____ |
| Total | \$2,218,270 |

YOU ARE FURTHER COMMANDED to receive and collect such sums without additional charge between the first day of June and the first day of July 2023 both inclusive; and thereafter to collect with such of the sums as have not been theretofore collected, an additional charge of five per centum for the first month or fraction thereof and one per centum for each month or fraction thereof thereafter until paid.

YOU ARE FURTHER COMMANDED to file the tax roll and warrant in your office on or before the first day of November 2023 and to deliver to the Board of Trustees at the same time an account of the taxes remaining due and unpaid; describing each parcel or real property upon which taxes are unpaid, showing the person or persons to whom the parcel is assessed and showing which taxes are unpaid.

Senior Exemptions- on hold for future meeting

Authorize DPW employees to work overtime for the Memorial Day Parade

Motion was made by Trustee LaMontagne, seconded by Trustee Devendorf, to authorize DPW employees to work overtime for the Memorial Day Parade. Motion Passed.

Energy Savings Plan- DPW Building and Village Hall

A representative from National Grid conducted an energy audit for the DPW Building and the Village Hall. The representative presented the Energy Savings Plan to the Village of Liverpool. Based on the installations suggested, the village hall will save approximately \$3,694.83 yearly for gas and electric. The DPW building will save approximately \$3,613.65 yearly.

There is no upfront cost to the Village. We repay our contribution on our monthly electric bill. The Village Board chose the lump sum payment option.

Motion was made by Trustee Fadden, seconded by Trustee LaMontagne, to authorize Mayor White to sign the Energy Savings Plan for the DPW Building and the Village Hall.

Roll Call Vote:

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|--------------------|-----|
| Trustee Fadden | Yes |
| Trustee Devendorf | Yes |
| Trustee Hebert | Yes |
| Trustee LaMontagne | Yes |
| Mayor White | Yes |

Motion Passed.

Appoint Joan Cregg as Village Historian

Motion was made by Trustee Devendorf, seconded by Trustee Hebert, to appoint Joan Cregg as Village Historian. Motion Passed.

Bid results Birch & Seventh Street Drainage Improvement

There were five bidders that presented bids for the Birch Street & Seventh Street Drainage Project. Low bid was \$238,294 and high bid was \$337,666. The bids, including engineering will be approximately \$80,000 over projected cost. The bid prices are good for 60 days from the date of the bid opening. The Village Board agreed that the bids should remain open, with a decision on June 26, 2023.

Police STATS

Trustee Devendorf gave the following STATS for the Police Department for the month of April:

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181 Traffic Stops
131 Tickets issued
1 DWI arrests
9 Accidents Investigated
0 Parking Tickets issued
6 Residential Property checks
152 Business Checks
510 Incidents/ Calls for service/ Incidents

The Liverpool Police Department arrested a total of 45 individuals with 45 charges filed.

The Liverpool Police Department is at critical understaffing.

Motion was made by Trustee Devendorf, seconded by Trustee LaMontagne to authorize Chief Unger to carry over 7 vacation days and Sgt. Sturtz to carry over 4 vacation days and two personal days to fiscal year 2023-2024. Days were not able to be utilized due to staffing shortages. Motion Passed.

DPW STATS

Trustee LaMontagne presented the following STATS for the DPW Department for the month of April:

Yard Waste-Began April 3rd. Yard waste will be picked up the first and third Monday each month through October.

22 UFPO's for month of February

14 Sewer Maintenance calls

Sewer Repairs – 609 Second Street

Tree work-107 Balsam Street

Park Requests

The following park requests were approved:

Memorial Day "Parade May 29th, 2023

Thrive Night of Praise & Worship August 11, 2023

Black Belt Spectacular June 3, 2023 8: Am to 4:00 PM

Zumba – every Thursday night from 5:00 PM to 7:00 PM

All above events are in Johnson Park

Request from Mike Neverette to take Andrew Olin off probation as of April 30th (3 months' probation) and to classify Andrew as permanent with a \$1.00 an hour raise.

Motion was made by Trustee LaMontagne, seconded by Trustee Devendorf, to approve Andrew Olin as a permanent full time employee and to remove his probation period. After successful probation of three months, Andrew Olin will receive a \$1.00 an hour raise.

Roll Call Vote:

Trustee LaMontagne Yes

Trustee Fadden Yes

Trustee Devendorf Yes

Trustee Hebert Yes

Mayor White Yes

Motion Passed.

CODES REPORT

Trustee Hebert read the following STATS for the month of April:

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A. New Project Application Reviews 10
B. Permits Approved or Extended 6
C. Construction Inspections 8
D. Certificates of Compliance 4
E. Complaint Inspections 3
F. Fire Code Inspections 6
G. Miscellaneous Inspections 2
H. Rental Dwelling Inspections 0
I. Violation Inspections/ Re-inspections 32
J. Letters / Notices / Citations 50
K. Signs Removed From Village Property 9
L. Miscellaneous Recorded Actions 37
Total: 167

Total Construction Project Values: \$ 36,970
Total of All Fees Collected: \$ 1,005

Financial – Approve Abstracts

Motion was made by Trustee Fadden, seconded by Trustee Devendorf to approve Abstract # 12 General fund claims # 686-747 in the amount of \$ 84,413.94, Capital Village Trees HV fund, and claim # 748-751 in the amount of \$822.73, Sewer Fund claim # 753 in the amount of \$8,507.17 and Miscellaneous Special Reserve CM fund claim # 752 in the amount of \$1,092.00

Roll Call Vote:

| | |
|--------------------|-----|
| Trustee Fadden | Yes |
| Trustee Devendorf | Yes |
| Trustee Hebert | Yes |
| Trustee LaMontagne | Yes |
| Mayor White | Yes |

Motion Passed.

Monthly Report of Treasurer

Clerk Sims presented the Board with the monthly report for April 2023.

Transfers

Motion was made by Trustee Fadden, seconded by Trustee Devendorf, to approve the transfers 1-12
Motion Passed.

Approve Minutes April 10 2023

Motion was made by Trustee Hebert, seconded by Trustee Fadden to approve the minutes of April 10, 2023. Motion Passed. (Trustee LaMontagne abstained)

Approve Minutes April 26, 2023

Motion was made by Trustee Hebert, seconded by Trustee LaMontagne, to approve the minutes of April 26, 2023 as presented. Motion Passed. (Trustee Devendorf abstained)

Executive Session

Motion was made by Trustee Devendorf, seconded by Trustee Fadden to move into executive session for the purpose of discussing contract negotiations. Motion Passed.

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Motion was made by Trustee Hebert, seconded by Trustee Devendorf to move out of executive session and return to regular session.
No action was taken during executive session.

Adjournment

Motion was made by Trustee LaMontagne, seconded by Trustee Devendorf to adjourn the meeting.
Meeting was adjourned at 9:14 pm. Motion Passed.

Respectfully submitted,

Mary Ellen Sims, Village Clerk