

Village of Liverpool  
Board of Trustees Meeting  
Regular & Organizational Meeting  
July 10, 2023

A regular and organizational meeting of the Village of Liverpool Board of Trustees was held on July 10, 2023 at 7:00 PM at 310 Sycamore Street, Liverpool NY. This meeting was open to the public.

Present:	Stacy Finney	Mayor
	Michael LaMontagne	Trustee
	Matt Devendorf	Trustee
	Melissa Cassidy	Trustee
	Rachel Ciotti	Trustee
	Richard Andino	Attorney
	Mary Ellen Sims	Village Clerk

Also present was Judge LaValle, Police Chief Unger, DPW Assistant Supervisor Michael Davison, Deputy Clerk Callahan and approximately 25 other persons.

Mayor Finney asked all those present to stand for the Pledge of Allegiance.

**Swearing in of Newly Elected Mayor and Trustees**

Judge Lavallo welcomed all those present and thanked them for sharing in this very important day for the Village of Liverpool.

Judge Lavallo asked Stacy Finney to come to the front of the room for her swearing in ceremony and oath of Office.

Stacy Finney requested her husband Ray Finney hold the Bible. Judge Lavallo asked Stacy Finney to repeat the Oath of Office after him. Judge LaValle congratulated Mayor Finney on her appointment to the position of Mayor. Mayor Finney took her place on the Board.

Judge LaValle requested Rachel Ciotti to come to the front of the room for her swearing in ceremony. Rachel requested that her son Joey hold the Bible for her. Judge LaValle asked Rachel Ciotti to repeat the oath of office after him. Judge LaValle congratulated Rachel Ciotti on her appointment to the position of Trustee. Trustee Ciotti took her place on the Board.

Judge LaValle requested Melissa Cassidy to come to the front of the room for her swearing in ceremony. Melissa asked her husband Scott to hold the Bible for her. Judge LaValle asked Melissa Cassidy to repeat the oath of office after him. Judge LaValle congratulated Melissa Cassidy on her appointment to the position of Trustee.

**Organizational Meeting as follows:**

Motion was made by Trustee Devendorf, seconded by Trustee LaMontagne to approve all the following appointments and resolutions. Motion Passed.

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

Village Clerk/Treasurer	Mary Ellen Sims
Deputy Village Clerk/Treasurer	Sandra Callahan

**ONE YEAR TERMS**

Attorney	Costello Cooney & Fearon
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Clerk to Village Justice	Kristen Marshall
Superintendent of Public Works	Michael Neverette
Deputy Superintendent of Public Works	Michael Davison
Village Historian	Joan Cregg
Code Enforcement Officer	William Reagan
Deputy Code Enforcement Officer	James Stever
Planning Board Secretary	Sandra Callahan
Alternate Planning Board Secretary	Mary Ellen Sims
Zoning Board Secretary	Sandra Callahan
Alternate Zoning Board Secretary	Mary Ellen Sims
Registrar Vital Statistics	Mary Ellen Sims
Registrar Vital Statistics	Sandra Callahan
Police Chaplain	Rev. Joshua Czyz
Insurance Agent	ENV Property & Casualty
Auditors	Bonadio Group
Engineers	Dunn & Sgromo
Deputy Mayor	Michael LaMontagne

Liaisons of the Board

Finance	Trustee Cassidy
Police	Trustee Devendorf
<i>Codes</i>	Trustee Cassidy
<i>Court</i>	Trustee Devendorf
<i>Planning Board</i>	Trustee Cassidy
<i>Zoning Board</i>	Trustee Cassidy
Public Works	Trustee LaMontagne
MS 4 Representative	Trustee LaMontagne
Personnel	Trustee Ciotti
Gleason Center	Trustee Devendorf
Health INS/Retire	Trustee Ciotti
Ethics Committee	Trustee Ciotti

**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. Meetings are the third Wednesday of the month.

**Planning Board Appts:**

Motion was made by Trustee Cassidy, seconded by Rachel Ciotti, to appoint Robert Bradt as chairman of Planning Board for a term to expire 2024.

Discussion: Trustee Devendorf stated that he would like to see the Planning Board chose their Chairman. Trustee LaMontagne also stated that he feels the Planning Board should determine their Chairman. Trustee Devendorf asked if Joe Ostuni expressed a desire to remain on the Planning board. Joe Ostuni stated that yes, he did express a desire to stay on the Planning board.

Trustee Cassidy suggested that perhaps they could revisit this in a year.

With a motion on the table, Mayor Finney asked for a roll call vote:

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Roll Call vote:

Trustee Ciotti	Yes
Trustee LaMontagne	No
Trustee Devendorf	No
Trustee Cassidy	Yes
Mayor Finney	Yes

Motion Passed.

Motion was made by Trustee Ciotti, seconded by Trustee Devendorf, to appoint Heidi McElwee to the Planning Board for a term to expire in 2028. Motion Passed.

**Planning Board Meetings will be held on the 4<sup>th</sup> Monday of every month at 7:00 PM**

**Zoning Board Appts:**

Motion was made by Trustee LaMontagne, seconded by Trustee Cassidy, to appoint Amy Lago to the Zoning board to fill the unexpired term of Melissa Cassidy for a term to expire 2026. Motion Passed.

Motion was made by Trustee Cassidy, seconded by Trustee LaMontagne, to appoint Jeremiah Thompson to fill the unexpired term of Stacy Finney term to expire 2027. Motion Passed.

**Zoning Board meetings will be held the 4<sup>th</sup> Monday of every month at 6:00 PM**

**Tree Committee**

Motion was made by Trustee Devendorf, seconded by Trustee LaMontagne, to appoint Yvette Hewitt to the tree committee for a term to expire 2026. Motion Passed.

Motion was made by Trustee Devendorf, seconded by Trustee LaMontagne, to appoint Holly Granat to the tree committee for a term to expire 2026 Motion Passed.

Motion was made by Trustee LaMontagne, seconded by Trustee Cassidy to authorize continuation of membership in New York State Conference of Mayors. Motion Passed.

Motion was made by Trustee Devendorf, seconded by Trustee Cassidy, to adopt the following resolutions and polices as presented in the meeting packet as follows:

Adopting the Rules of Procedure for the Board of Trustees

Attendance at conferences

Designation of Depositories

Mileage Allowance

Authorizing the Payment of Claims

Investment policy

Procurement policy

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Motion Passed.

**Mayor Finney called the regular meeting to order at 7:24 PM.**

**Outstanding Issues:**

Mayor Finney updated the outstanding issues as follows:

Birch Street & Sixth Street Playground- when finished Mayor Finney stated that we would have a ribbon cutting ceremony.

Vine Street- Trustee LaMontagne will check with engineers regarding progress

Trash Study- Should start the study fresh

Records Management Grant- possibility of digitizing court records and historical records

American Rescue Relief Act- Balance is \$164,995. The plan was to use the funds to help defray the cost of rehabbing the DPW Garage. Trustee LaMontagne will check with the Engineer as to progress of the RFQ

Truck Restrictions- public hearing at tonight's meeting

**Correspondence**

Letter received from Jan Quitzau regarding truck traffic and parkway closures.

**Approve Minutes June 26, 2023**

Motion was made by Trustee Devendorf, seconded by Trustee LaMontagne, to adopt the minutes of June 26, 2023. Motion Passed.

**Public hearing Local Law C- a Local law to amend Article VIII of Chapter 368 of the Code of the Village of Liverpool."**

Attorney Andino briefed the Board and public on this proposed local law. This local law is being proposed because it has been recognized that there is an increase in the levels of heavy truck traffic through the village. It is necessary to establish certain regulations for the use of Village thoroughfares by trucks, tractors and tractor-trailer combinations.

The Village procured a truck traffic study by Barton & Loguidice in order to investigate the heavy vehicle traffic traveling through the Village. The truck traffic study documents existing heavy vehicle traffic patterns, identifies applicable traffic regulations and engineering design standards and identified signage improvements and traffic regulations that would reduce truck traffic within the Village.

Mayor Finney asked for a motion to open the public hearing.

Motion was made by Trustee Devendorf, seconded by Trustee Ciotti to open the public hearing on Local Law C- a Local law to amend Article VIII of Chapter 368 of the Code of the Village of Liverpool."

Mayor White asked if there were any comments from the public.

Joe Ostuni, 615 First Street, spoke in favor of this proposed law. He suggested that the fines be extremely heavy for violations. He asked if the Board has met with Amazon. Trustee LaMontagne stated that they have met with Amazon.

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Trustee Devendorf stated that Amazon has listened to some of the issues with truck traffic. Amazon did widen the Tulip Street intersections to accommodate truck traffic.

Hearing no more questions or comments, Mayor Finney asked if there were any comments from the Board.

Trustee Ciotti asked what the current fine is. The current fine is \$50. The amount for the fines can be adjusted at a later date.

Hearing no more questions or comments, Mayor Finney asked for a motion to close the public hearing.

Motion was made by Trustee Devendorf, seconded by Trustee Ciotti, to close the public hearing on Local law C- 2023. Motion Passed.

Motion was made by Trustee Devendorf, seconded by Mayor Finney, to adopt Local Law C- ,now known as Local Law 3- 2023 " A local law to amend Article VIII of Chapter 368 of the Code of the Village of Liverpool.

Roll Call Vote:

Trustee Cassidy	Yes
Trustee LaMontagne	Yes
Trustee Devendorf	Yes
Trustee Ciotti	Yes
Mayor Finney	Yes

Motion Passed.

**Authorization for court clerk's to attend the annual conference for NYS Magistrate Association September 18-20<sup>th</sup> at the Turning Stone Event Center for a cost not to exceed \$1,654.**

Motion was made by Trustee Devendorf, seconded by Trustee Ciotti, to authorize the court clerk's to attend the annual conference for NYS Magistrate Association September 18-20<sup>th</sup> at the Turning Stone Event Center for a cost not to exceed \$1654.00

Roll Call Vote:

Trustee Ciotti	Yes
Trustee LaMontagne	Yes
Trustee Cassidy	Yes
Trustee Devendorf	Yes
Mayor Finney	Yes

Motion Passed.

Historian annual report has been received.

**DPW STATS**

Trustee LaMontagne gave the following STATS for the month of June:

Yard Waste continues

UFPO Request 18

Sewer Maintenance Calls- 4 were handled by the County

Sewer Repairs- none

Sign requests – none

Banner Requests- none

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Syracuse Dance Factory summer recital in Johnson Park on August 19<sup>th</sup> is approved.

**Police – STATS**

Trustee Devendorf presented the following STATS for the Police Department for the month of June:

180	Traffic Stops
163	Tickets issued
0	DWI arrests
10	Accidents Investigated
2	Parking Tickets issued
32	Residential Property checks
171	Business checks
480	Incidents/ Calls for Service

The Liverpool Police Department arrested a total of 20 individuals this month with 22 charges filed.

**Codes STATS**

Trustee Cassidy read the following Codes Stats for the month of June:

19	New Project application reviews
20	Permits approved or extended
27	Construction inspections
08	Certificates of compliance
11	Complaint inspections
08	Fire Code Inspections
05	Miscellaneous Inspections
4	Rental dwelling inspections
68	Violation inspections/re-inspections
47	Letters/ notices/citations
15	Signs removed from Village Property
44	Miscellaneous Recorded actions

**Financial – Approve Abstracts**

Motion was made by Trustee Cassidy, seconded by Trustee Devendorf, to approve abstract # 2 General Fund, claim # 62-100 in the amount of \$ 43,905.05, CM fund claim # 102 in the amount of \$ 1,092.00 and HP fund, claim 101 in the amount of \$877.88

Roll Call Vote:

Trustee LaMontagne	Yes
Trustee Cassidy	Yes
Trustee Devendorf	Yes
Trustee Ciotti	Yes
Mayor Finney	Yes

Motion Passed.

**Transfers**

Motion was made by Trustee Cassidy, seconded by Trustee Devendorf, to approve transfers 1-44. Motion Passed.

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Monthly Report of Treasurer for the month of June was distributed to the Board of Trustees for their review.

**Public Comment Period**

Mayor Finney asked if there was anyone in the public that wishes to speak.

Joe Ostuni, 615 First Street stated they he felt that the public comment period should be at the start of the meeting. Public comments do not take very long. Having the comment period at the beginning of the meeting gives the Board time to respond to the issues being brought up.

Mr. Ostuni asked why the Mayors Association always meets at Village Hall. He feels that it is not appropriate for Village residents to bear that expense.

Deputy Clerk Callahan responded that the meetings are held here due to our central location. We use local restaurants for the food and there is no real expense associated with the meetings. Deputy Clerk Callahan does receive comp time for the amount of time she spends at the meeting, which is minimal.

Trustee Devendorf responded to Mr. Ostuni's concern. He stated that there are benefits to having the meetings at Village Hall. Mayors, Supervisors, NYCOM officials and County Officials are exposed to our beautiful Village and we support our local restaurants.

Bill Sanford, 105 Iroquois Lane, wished the board good luck on their terms.

Mr. Sanford asked why the suggested change in the date of the Village election. He asked if changing the date was her idea, downtown's idea or the Governor's idea.

Mayor Finney stated that when she was campaigning she heard from Village residents that they thought that a June election is confusing due to the fact that primaries and school board elections are also in June.

Mr. Sanford wondered why the phrase "so help me God" was left off the Oath of Office.

Judge LaValle stated that the swearing in at tonight's meeting was ceremonial in nature. Judge Lavalley stated that going forward, we can add "so help me God" to the Oath if so desired.

Hearing no more comments or concerns, Mayor Finney asked for a motion to adjourn.

**Adjournment**

Motion was made by Mayor Finney, seconded Trustee Cassidy to adjourn the meeting. Meeting was adjourned at 8:05 PM. Motion Passed.

Respectfully submitted,

Mary Ellen Sims, Village Clerk