

Village of Liverpool
Board of Trustees Meeting
October 16, 2023

A Work session for the Village Board of Trustees started at 6:45 PM

A regular meeting of the Village of Liverpool Board of Trustees was held on October 16, 2023 at 7:00 PM at 310 Sycamore Street, Liverpool NY. This meeting was open to the public.

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

Absent:	Matt Devendorf	Trustee
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Also present was Judge LaValle, Sgt Sturtz, Russ Tarby and 4 other persons.

Mayor Finney called the meeting to order at 7:00 PM and asked all those present to stand for the Pledge of Allegiance.

Outstanding Issues:

Playground Sixth and Birch- ordered handicap ramp and rubber mats

American Rescue Relief Act – balance is \$167,000

Cemetery plantings – Sixth Street hill has been weeded. Mulch will be laid down this week

HVAC- Installation complete

Transition audit, yearend audit and annual financial report still in progress

Correspondence

Email from Francine LaValle regarding First Street Sidewalks was received. Mayor Finney stated that there may be grants available for this.

Approve Minutes September 25, 2023

Motion was made by Mayor Finney, seconded by Trustee Cassidy to approve the minutes of September 25, 2023 as presented. Motion Passed.

Sgt. Sturtz presentation to the Board

Sgt. Sturtz presented two programs to the Village Board – Lexipol Implementation Information Brief and a wellness program.

He presented the agenda as follows: Policing in 2023 and beyond challenges, NYS Accreditation, Wellness program, Lexipol Overview and cost.

There are many challenges facing policing 2023. There is transparency, training, policy review and management, third party review and understanding best practices

Sgt Sturtz currently works on the police department's accreditation. The current estimated cost to prepare documents is approximately 25% of his salary, which is approximately \$20,500. Lexipol policy and

accreditation cost for the first year implementation is \$29,772.05. After the first year, the annual prescription cost of \$10,699.85.

Lexipol creates policies with the intent to decrease risk and preserve life. Lexipol is successful since they are a non-biased third party that brings forth best practices from around the Country. This ensures that departments like Liverpool are provided an outside perspective with an eye to checks and balances. Lexipol has created a variety of health and wellness information, fitness programs, yoga videos and the ability to discretely speak to a mental health professional. Mental health issues are a huge concern for police officers and their families. This wellness program annual subscription cost is \$1,999.

Sgt Sturtz requested that the Board consider these programs at a first year cost of \$30,000.

The Board of Trustees intends to move forward but will need a formal contract to be reviewed by the attorney.

Sgt Sturtz will reach out to Lexipol and forward the contract to the Mayor and attorney. This will be on the November agenda.

Public comment

Kelly Romano wanted to inform those present about a book called "Secret Syracuse". It contains articles about the Village and is a very good book.

Introduce Local Law E- 2023 (A Local Law to Amend Article I of Chapter 342 of the Code of the Village of Liverpool Regarding Tax Exemptions on Real Property Owned By Persons Sixty-Five Years Of Age or Over Pursuant to Real Property Tax Law § 467)

Mayor Finney introduced proposed Local Law No. E-2023, "A Local Law to Amend Article I of Chapter 342 of the Code of the Village of Liverpool Regarding Tax Exemptions on Real Property Owned By Persons Sixty-Five Years of Age or Over Pursuant to Real Property Tax Law § 467" and made the following motion, which was seconded by Trustee Ciotti:

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the enactment of a local law in the Village of Liverpool, such that there are no other involved agencies within the meaning of the New York State Environmental Quality Review Act (SEQR) with respect to the proposed enactment of said Local Law, with the result that the Village Board shall act as lead agency in this matter; and

WHEREAS, the adoption to said Local Law is an unlisted action for purposes of environmental review under SEQR; and

WHEREAS, the Village Board has determined that a short environmental assessment form (EAF) shall be required in connection with this matter; and

WHEREAS, the said 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 proposed Local Law No. E-2023 is an unlisted action, there are no other involved agencies and this Board shall act as lead agency in this matter for purposes of SEQR review; and it is further

RESOLVED AND DETERMINED, the Village Board has determined this action shall have no significant 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 SEQR; and it is further

RESOLVED, that the Village Board shall conduct a public hearing as to the enactment of proposed Local Law No. E-2023 at the Village Hall located at 310 Sycamore Street, Liverpool, New York on November 20, 2023 at 7:01 p.m., or as soon thereafter as the matter can be heard, at which time all persons interested in the subject shall be heard; and it is further

RESOLVED AND DETERMINED, that notice of said public hearing shall be provided at least five (5) days prior to the date of said public hearing in a newspaper of general circulation within the Village of Liverpool and to any affected municipalities described above.

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

Michael LaMontagne	Trustee	Voted	Yes
Matthew Devendorf	Trustee	Excused	-----
Melissa Cassidy	Trustee	Voted	Yes
Rachel Ciotti	Trustee	Voted	Yes
Stacy Finney	Mayor	Voted	Yes

The foregoing Resolution was thereupon declared duly adopted.

Resolution providing that the Village of Liverpool Elections shall be conducted by the Onondaga County Board of Elections subject to permissive referendum

Mayor Finney introduced this Resolution providing that Village of Liverpool elections shall be conducted by the Onondaga County Board of Elections and made the following motion, which was seconded by Trustee Cassidy:

WHEREAS, historically, the Village of Liverpool has conducted its own elections pursuant to Article 3 of the New York State Village Law and Article 15 of the New York State Elections Law at significant cost to the Village; and

WHEREAS, the Village has determined that the time has come to transfer the conduct of Village Elections to the County Board of Elections, the local board charged with this responsibility and the entity best positioned to conduct elections in a professional and efficient manner; and

WHEREAS, the County Board of Elections will receive nominating and other petitions in accordance with law and provide all publication and notices required by law and compensate all election workers in accordance with law; and

WHEREAS, no other agency has the legal authority or jurisdiction to approve or directly undertake the adoption of a resolution in the Village of Liverpool, such that there are no other involved agencies

within the meaning of the New York State Environmental Quality Review Act (SEQR) with respect to the proposed Resolution, with the result that the Village Board shall act as lead agency in this matter; and

WHEREAS, the adoption of said Resolution is an unlisted action for purposes of environmental review under SEQR; and

WHEREAS, the Village Board has determined that a short environmental assessment form (EAF) shall be required in connection with this matter; and

WHEREAS, the said 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 adoption of said Resolution is an unlisted action, there are no other involved agencies and this Board shall act as lead agency in this matter for purposes of SEQR review; and it is further

RESOLVED AND DETERMINED, the Village Board has determined this action shall have no significant 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 SEQR; and it is further

RESOLVED AND DETERMINED, that in accordance with New York State Election Law § 15-104(c), the Village Board of the Village of Liverpool hereby determines that Village elections held for elective

offices and any special elections shall be conducted by the Onondaga County Board of Elections following the adoption of this Resolution; and it is further

RESOLVED AND DETERMINED, that this Resolution is subject to permissive referendum as provided by Article 9 of the New York State Village Law.

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

Michael LaMontagne	Trustee	Voted	No
Matthew Devendorf	Trustee	Voted	Excused
Melissa Cassidy	Trustee	Voted	Yes
Rachel Ciotti	Trustee	Voted	Yes
Stacy Finney	Mayor	Voted	Yes

The foregoing Resolution was thereupon declared duly adopted.

The Village Board wanted clarification from Onondaga County Board of Elections regarding the cost to run the Village election in June and/or November. Mayor Finney will reach out to the Board of Elections for the solid cost.

Resolution supporting participation in the CNY Storm water Coalition Staff Services and Education compliance Assistance Program and approving the annual cost of \$3,600

Motion was made by Mayor Finney, seconded by Trustee LaMontagne, to adopt the resolution supporting participation in the CNY Storm water Coalition Staff Services and Education Compliance Assistance Program and to approve the annual cost of \$3,600.

Roll Call Vote:

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

Motion Passed.

EDR- Comprehensive Plan & coordinating with the Town of Salina

Mayor Finney stated that Town of Salina is moving forward with EDR and the comprehensive plan for the Town. The Village of Liverpool adopted our comprehensive plan in 2006 and it is in need of updating. EDR's original proposal was to create a new comprehensive plan for the Village. Mayor Finney stated that there are grants available to help fund the cost of the Comprehensive Plan.

Trustee Cassidy stated that she feels that this is not a priority at this time. The \$70,000 budgeted for the updating could be used for other purposes. She feels that this could be looked at again a year from now.

Trustee LaMontagne stated that the Board asked EDR to take a better look at our current comprehensive plan and give us a better idea of how much it would cost to update. The Village has not had any update yet from EDR. He stated that this is only one quote and that there could be other companies that do this.

Trustee Ciotti stated that she is all in favor of working with the Town of Salina and how can we do it without the high cost being presented for the Comprehensive Plan.

Trustee LaMontagne stated that he is all for updating the plan but we need a more definitive cost.

This will be on a future agenda.

Authorizing the use of American Rescue Plan money

Budgeted vs unbudgeted projects as follows: 2023-2024 Budget:

Budgeted	Project total	Additional funds needed
\$200,000 7th Street Drainage project	\$238,000 bid approved Engineering – no total yet	\$38,000
HVAC budgeted \$50,000 \$ 42,874 grant	\$117,000	\$25,000
Traffic Signs - \$0.0 budgeted	\$24,000	\$24,000
Website redesign - \$0 budgeted	\$6,000	\$6,000
Comp Plan Update \$70,000 budgeted		
Police part time police officers retro - \$0.0 budgeted	\$28,000	\$28,000
Total needed for above		\$121,000

Funding – Police Wellness program and Lexipol \$30,000

Motion made by Mayor Finney, seconded by Trustee Cassidy to approve use of American Rescue Plan money in the amount of \$151,000 to fund above

Roll call vote:

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

Motion Passed

Authorize additional funds for repair of Village Hall Exterior

Mayor Finney explained that the repair of the Village Hall Exterior needed some additional repair and painting not in the original quote of \$7,700. The additional work amounted to \$ 1,100.

Motion was made by Mayor Finney, seconded by Trustee LaMontagne, to approve the additional funds for repair of the Village Hall Exterior in the amount of \$1,100.

Roll Call Vote:

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

Motion Passed.

Request for Qualifications for Engineering Services

Trustee LaMontagne stated that sending Requests for Engineering Services has been talked about for quite a while. He will compile a list of firms to email this request to. The quotes will be received no later than December 12, 2023.

Motion was made by Mayor Finney, seconded by Trustee LaMontagne, to approve the request for Qualifications for Engineering Services to be sent to qualified firms. Motion Passed.

Approve transfer of 2 cemetery plots from James Taft to Jim Kimber

Motion was made by Mayor Finney, seconded by Trustee Ciotti to approve the transfer of 2 cemetery plots from James Taft to Jim Kimber. Motion Passed.

Police – STATS

Trustee LaMontagne presented the following STATS for the Police Department for the month of September:

152	Traffic Stops
127	Tickets issued
3	DWI arrests
10	Accidents Investigated
0	Parking Tickets issued
78	Residential Property checks
107	Business checks
409	Incidents/ Calls for Service

The Liverpool Police Department arrested a total of 18 individuals this month with 23 charges filed.

The department is currently conducting four background investigations and should be completed within the next couple of weeks.

Codes STATS

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

- 20 New Project application reviews
- 12 Permits approved or extended
- 21 Construction inspections
- 23 Certificates of compliance
- 3 Complaint inspections
- 10 Fire Code Inspections
- 07 Miscellaneous Inspections
- 15 Rental dwelling inspections
- 58 Violation inspections/re-inspections
- 62 Letters/ notices/citations
- 17 Signs removed from Village Property
- 67 Miscellaneous Recorded actions

DPW STATS

Deputy Mayor LaMontagne read the following STATs for the month of September:

Yard Waste – Last pickup October 16th- Leaves begin after that date

Sewer Maintenance Calls- 5 were handled by the County

Sewer Repairs- 525 First Street

Sign requests – none

Banner Requests- none

UFPO request-Thirty - five for the month of September

Road Work – final application of Micro Fiber on Fourth, Fifth, Sixth, Alder and Sargent Lane

Motion was made by Trustee Cassidy, seconded by Trustee LaMontagne, to approve the park request from Liverpool First United Methodist Church for a hanging plant sale May 11th, 2024 in Johnson Park.
Motion Passed.

Accept Auctions International Bid for 2004 International Dump Truck for a high bid of \$10,100

Motion was made by Mayor Finney, seconded by Trustee LaMontagne, to accept the high bid of \$10,100 for the 2004 International Dump Truck sold at Auctions International. Motion Passed.

Financial – Approve Abstracts

Motion was made by Trustee Cassidy, seconded by Trustee Ciotti, to approve abstract # 5 General Fund, claim #268-332 in the amount of \$ 223,106.41, TA fund claim # 333 in the amount of \$132.50 and HP fund claim # 203 in the amount of \$2,524.80.

Roll Call Vote:

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

Motion Passed.

Transfers

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Motion was made by Trustee Cassidy, seconded by Trustee Ciotti, to approve transfers 1-10. Motion Passed.

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

Committee Reports

Trustee Ciotti recapped the committee reports as follows:

Tree Committee- planting 30 trees November 11, 2023 at 9:00 AM. Volunteers are needed

Cemetery Committee- next meeting October 17, 2023 at 6:00 PM. Working on getting information on specs for 4 granite benches from Smithland Company in Connecticut. Weeding of the hill on Sixth Street is completed. A big thank you to all who volunteered.

Communications Committee--- meeting this week with Corey from Face First, Rachel and Sandy to discuss going forward with the site. Meeting with team on October 17th to pinpoint what content needs to be removed and cleaned up.

Liverpool Community Gardeners- Weeding on the Sixth Street hill is completed. October 21 participating in the Liverpool Library Halloween Garage event, Discover ways to support beautification of the village.

Adjournment

Motion was made by Mayor Finney, seconded Trustee LaMontagne, to adjourn the meeting. Meeting was adjourned at 8:31 PM. Motion Passed.

Respectfully submitted,

Mary Ellen Sims, Village Clerk