

**VILLAGE OF MINOA  
BOARD OF TRUSTEES  
January 7, 2013**

**PRESENT:** Mayor Richard Donovan  
Trustee Abbott  
Trustee Brazill  
Trustee Champagne  
Trustee Christensen  
Clerk-Treasurer DeVona

**ALSO PRESENT:** Kathleen Brown, Alyssa Gaffney, Caitlin Underwood, Megan LeGro, Gabrielle Eure, Michael Hearn, Wayne Konseck, Jackie Moshier, Carolyn Kelly, Ryan Breen, Erin Darcy, Michael Gorney, Al Tompkins, Denny Erard, Dan Erard, Walt McGarrity, Nick Erard, Matt Rushlo, Joe DePaulis, Vincenzo Carciofalo, Paul Rushlo, David & Judy Hess, Wendy Czajak, Tom Czajak, Rick Bolduc, Tony Alessandrello, Pat Flannery, John Sears, Rob Becker, Mike Nesci, Andy Oot, Rebecca Schermerhorn, Jessica White, Rich Wright, Nicole Cassella, Lindsay Westfall, Stephen Loder, Eric Spero, Jeremy DiBello, Erich Schepp, Richard Sabin, Matt McGarrity, Jeremy Erard, Alan Archer, Joseph Hanover.

Mayor Richard Donovan opened the meeting at 7:00 p.m. with the Pledge of Allegiance led by Clerk-Treasurer DeVona.

**SWEARING IN  
CEREMONY –  
FIRE  
DEPARTMENT  
EXECUTIVE  
BOARD &  
OFFICERS**

Deputy Mayor Trustee Brazill swore in the following Minoa Fire Department members for the Annual Swearing in Ceremony:

<b>EXECUTIVE BOARD</b>	
<b>TITLE</b>	<b>NAME</b>
President	Dennis Erard
Vice President	Pat Flannery

Secretary	Wendy Czajak
Treasurer	Alan Tompkins
Board of Directors :	Alan Archer
	Thomas Czajak, Jr.
	Jeremy Erard
	Nick Erard, Jr.
	Joe Hanover
	Walt McGarrity
	Rich Sabin

<b>CHIEFS AND LINE OFFICERS</b>	
<b>TITLE</b>	<b>NAME</b>
Chief	Matthew McGarrity
Deputy Chief	Jeremy Erard
1 <sup>st</sup> Assistant Chief	Erich Schepp
2 <sup>nd</sup> Assistant Chief	Richard Sabin
Captain Station I	David Hess
Captain Station II	Chuck Spratt
Lieutenant Station I	Nick Carulli
Lieutenant Station I	Robert Becker
Lieutenant Station II	Michael Nesci
Lieutenant Station II	<i>Vacant</i>

Deputy Mayor Trustee Brazill congratulated the 2013 Minoa Volunteer Fire Department Executive Officers and Line Officers.

**INFORMATIONAL ONLY - ANNEXATION & PROPOSED DEVELOPMENT**

Christopher Trevisani presented the board with proposed development on town property petitioned for annexation to the village of Minoa. Proposed development on 47 acres would include approximately 120 apartment units for senior living. Development will be similar to Seneca Points Senior Apartments located in West Seneca, New York. Complex units include modern designer kitchens, fireplace, indoor laundry and trash room, elevator service, community room with patio, beauty salon and barber shop all handicapped accessible. Age requirement for tenants would be 55 years of age.

Mayor Donovan thanked Mr. Trevisani for the presentation. Attorney Primo recommended Mr. Trevisani review the Planned Development District (PDD) zoning requirements for this proposal.

**PUBLIC HEARING – LOCAL LAW # 1 FOR 2013**

Trustee Christensen made a motion, seconded by Trustee Champagne to waive the reading of the legal notice and open the public hearing. All in favor. Motion carried.

Mayor Donovan opened the public hearing at 7:28pm.

Attorney Primo gave an overview of Local Law #1 for 2013; then Mayor Donovan opened the hearing to the public.

Public Comments:

John Sears, 103 S. Main Street asked if this was a public hearing and if so did the board have a copy of the document they were looking at as there were no copies out on the sign in desk for the public. A copy of the proposed Local Law #1 for 2013 was given to Mr. Sears. Mr. Sears asked for a minute to review the document.

Mr. Alan Archer, 121 Edgerton Street, stated he was under the impression that anything located from the sewer vent on his property to the dwelling was the property owners and anything located from the sewer vent to the village street was the responsibility of the village.

Mayor Donovan stated this topic has been reviewed by many municipalities and that the topic was recently discussed at NYCOM Department of Public Works school. The local law addresses a starting point as to who is responsible for what; sewer vents are not always located in the same location on all properties in the village. For instance, some are located three to four feet from the edge of the street, while others are located one or two feet from the dwelling foundation and some properties have no sewer vent at all. The proposed local law addresses this issue and basically states that the village would be responsible for the area three (3) feet inside the edge of the sidewalk nearest the owner's building or if no sidewalk; a distance of four (4) feet inside the edge of street pavement nearest the owner's building.

Mr. John Sears, 103 S. Main Street asked if a basement is flooded you can no longer run drainage to sewer connection. Attorney Primo replied that you cannot discharge any water into the sewer connection. Mr. Sears clarified his question and stated he sees properties in the village with pipes running out to the water basins on the side of the road. Attorney Primo stated those are stormwater basins and property owners are discharging sump pumps; you cannot discharge any water from flooding or sump pumps into the sanitary sewer system.

With no further questions from the public Trustee Brazill made a motion, seconded by Trustee Christensen to close the public hearing.

Mayor Donovan closed the public hearing at 7:38pm.

**HEARING –  
UNSAFE BUILDING  
237 ELM STREET**

The hearing was opened relative to this Chapter 57 Village Code Unsafe Building Proceeding. The Village Attorney acknowledged his review of the relevant documents in this proceeding, administered an oath to and asked Richard Greene, Code

Enforcement Officer to testify relative to this proceeding.

Trustee Abbott stated he has had many interested parties approach him regarding 237 Elm Street and that they would like an opportunity to purchase the property and repair it. Mr. Greene referenced his report, reading the content of same said the property possibly can be repaired and rehabilitated; however it is extremely unsafe, is steadily degrading under winter conditions, and has been in the past a haven for teenagers and the police have been called to the property on many occasions. The building is currently boarded and posted as unsafe. Mayor Donovan stated perhaps Trustee Abbott can facilitate communication between the current banking institution or property owners and any new potential buyers with the assistance from the Clerk's office. Mr. Primo advised that formal findings of fact and a proposed order should be prepared for the Village Board to consider adoption of.

Trustee Brazill made a motion, seconded by Trustee Abbott to direct the Village Attorney to prepare, for Village Board issuance, proposed finding and facts and order consistent with the foregoing proceedings pursuant to Chapter 57. All in favor. Motion carried.

**MEETING  
MINUTES –  
DECEMBER 17, 2012**

Tabled.

**DPW**

No new business.

**CLERK**

***TROY & BANKS / NATIONAL GRID***

Mayor Donovan updated the board regarding the Troy & Banks audit review of utilities. He stated it appears National Grid owes the village for charges on a pole that was knocked down by a village vehicle in 2009. Troy & Banks has revealed National Grid owes the village approximately \$2,200.00 and National Grid is willing to refund the village, however states the village will need to paid for the pole that was knocked down in 2009. Mayor Donovan suggests the village negotiate with National Grid to settle the audit.

A motion was made by Trustee Brazill and seconded by Trustee Abbott to authorize the Mayor to negotiate with Troy & Banks and National Grid to settle the audit. All in favor. Motion carried.

***2012 – 2013 BUDGET – SPENDING FREEZE***

Mayor Donovan announced effective immediately all departmental purchases

will be restricted to emergency repairs and operational items only until further notice is given.

**FIRE  
DEPARTMENT**

***TRAINING REQUEST – NICK ERARD – 2013 FIRE POLICE SEMINAR***

A motion was made by Trustee Brazill, and seconded by Trustee Christensen to approve the training request to send Nick Erard, Jr to 2013 Fire Police Training & Education seminar at VFPASNY at a cost of \$25.00 which includes registration and meals. All in favor. Motion carried.

***TRAINING REQUEST – ROB BECKER – ICE RESCUE TRAIN THE TRAINER ACADEMY***

A motion was made by Trustee Champagne, and seconded by Trustee Christensen to approve the training request to send Rob Becker to Ice Rescue Train the Trainer Academy on February 21 – 24, 2013 in Portland, Maine at a cost of \$1,795.00 which includes books, materials, meals and hotel accommodations. All in favor. Motion carried.

***REQUISITION REQUEST – EMS CHARTS AGREEMENT***

A motion was made by Trustee Brazill, seconded by Trustee Christensen to enter into a second yearly agreement with EMS Charts for Fire Department activity at a cost of \$500.00 per year. All in favor. Motion carried.

**AMBULANCE**

Nothing new to report.

**CODE  
ENFORCEMENT**

***2013 NYSBOC MEMBERSHIP RENEWAL***

Trustee Christensen made a motion, seconded by Trustee Abbott to renew NYSBOC Central Chapter membership for Richard Green at a cost of \$50.00. All in favor. Motion carried.

***TRAINING REQUEST – RICHARD GREENE – 2013 NYSBOC ANNUAL EDUCATION CONFERENCE***

A motion was made by Trustee Champagne, and seconded by Trustee Brazill to approve the training request for Richard Greene to attend 2013 NYSBOC 8<sup>th</sup> Annual Education Conference, April 2-5, 2013 in Liverpool, NY at a cost of \$350.00. All in favor. Motion carried.

**FOR  
CONSIDERATION  
LOCAL LAW #1  
FOR 2013**

A motion was made by Trustee Champagne and seconded by Trustee Christensen to adopt Local Law #1 for 2013 to amend Chapter 124 Article III, Section One (1) of the Village of Minoa Code relative to Building Sewers and Connections. All in favor. Motion carried.

Mayor Donovan took a moment to explain the local law process to those students attending the meeting from East Syracuse- Minoa High School.

**TRUSTEES'  
REPORT**

Trustee Champagne asked that the board consider March 30, 2013 for the annual Easter Egg Hunt. A motion was made by Trustee Christensen and seconded by Trustee Abbott to hold the annual Easter Egg hunt on March 30, 2013. All in favor. Motion carried.

Trustee Christensen – nothing new to report.

Trustee Abbott – nothing new to report.

Trustee Brazill presented the board with the 2012 Annual Fire Department report; and announced that newsletter articles must be submitted to him as soon as possible.

**MAYOR'S  
REPORT**

Mayor Donovan stated he has received the 2013 application for Community Development funding and would like to submit an application for sidewalk repairs and replacement. He announced that Roxbury Volunteer Fire Department lost their ambulance and station due to extreme flooding and damage from Super Storm Sandy. Executive Director of WAVES, Al Kalfass organized and donated an ambulance to Roxbury Volunteer Fire Department with the help from Camillus, Jordan, Minoa, Syracuse, Rural Metro and others who came together with donations to equip and supply the vehicle which meant the ambulance was prepared to respond to call of service once delivered.

**ATTORNEY  
REPORT**

Nothing new to report.

**AUDIT OF  
CLAIMS**

A motion was made by Trustee Champagne and seconded by Trustee Christensen that the claims on Abstract #015 in the amounts of General Fund - \$130,463.43 (Vouchers 665 - 713) and Sewer Fund – \$10,677.77 (Vouchers 271 - 297) for a total of \$141,141.20 audited and paid. All in favor. Motion carried.

**PUBLIC  
COMMENTS**

John Sears, 103 S. Main Street, asked if the hearing of 237 Elm Street was a public hearing. Attorney Primo stated it was a hearing open to the public however not a public hearing as was with the local law which required a legal notice. Mr. Sears stated there is a law in Albany which requires the paperwork the board has to review is open to the public. Attorney Primo stated the public hearing documentation should have been available at the back table but was not however a copy of the proposed local law was given to you during the meeting to review.

**ADJOURNMENT**

A motion was made by Trustee Abbott and seconded by Trustee Christensen to adjourn the village board meeting at 8:14 pm. All in favor. Motion carried.

Respectfully submitted,

*Lisa DeVona*

Lisa L. DeVona  
Clerk-Treasurer