

**DISTRIBUTION LIST**

**Richard Donovan, Mayor**  
**Edmond Theobald, Trustee**  
**Ronald Cronk, Trustee**  
**William Brazill, Trustee**  
**John Champagne, Trustee**  
**Steven Primo, Attorney**  
**Thomas Petterelli, DPW Superintendent**  
**Janet Stanley, Justice**  
**Richard J. Greene, Codes Enforcement Officer**  
**Chief Pat Flannery**  
**Town of Manlius**  
**Village of Fayetteville**  
**Donna DeSiato, Superintendent ESM School District**  
**Manlius Historical Society**  
**Minoa Library**  
**John Regan**

**VILLAGE OF MINOA**  
**BOARD OF TRUSTEES**  
**December 17, 2007**

December 17, 2007

The regularly scheduled meeting of the Village Board of the Village of Minoa was held at the Municipal Building in the Village Board Room, 240 N. Main St, on December 17, 2007.

PRESENT: Mayor Donovan  
Trustee Brazill  
Trustee Cronk  
Trustee Theobald  
Trustee Champagne  
Attorney Primo  
Clerk/Treasurer Snider

ALSO Ryan Thompson (Ryan Homes), Thomas Petterelli, and  
PRESENT: John Sears

Mayor Donovan opened the meeting at 7:30 p.m. with the Pledge of Allegiance led by Trustee Theobald.

**MINUTES OF**  
**PUBLIC HEARING -**  
**DECEMBER 3, 2007 -**  
**LOCAL LAW #10**  
**FOR 2007 - FIRE**  
**DEPARTMENT**

A motion was made by Trustee Brazill and seconded by Trustee Theobald to accept the minutes of the December 3, 2007 Public Hearing on Local Law #10 for 2007 amending the date of the annual meeting of the Minoa Fire Department and the date of the annual election of the officers of the Minoa Fire Department as recorded. All in favor. Motion carried.

**MINUTES OF**

A motion was made by Trustee Theobald and seconded by Trustee Brazill to accept

**VILLAGE BOARD  
MEETING -  
DECEMBER 3, 2007**

the minutes of the December 3, 2007 Village Board Meeting as recorded. All in favor.  
Motion carried.

**CONSIDERATION  
FOR THE  
ADOPTION OF  
LOCAL LAW #11  
FOR 2007 - ZONING  
(MINOA FARMS)**

Tabled

**RYAN HOMES**

Ryan Thompson, Ryan Homes, updated the Board on the agreement between Ryan Homes and Elliot Lasky, Minoa Farms. He said the agreement had been signed by both parties and they are in the process of agreeing to the initial model home to be placed in Minoa Farms.

Mayor Donovan asked Attorney Primo what was needed by the Village to adopt the proposed Local Law #11 for 2007, which changes the zoning requirements for Minoa Farms. Attorney Primo said the Board had previously closed the public hearing in anticipation of Elliot Lasky and Ryan Homes signing an agreement. Attorney Primo requested the opportunity to review the proposed law again prior to the Board actually adopting the law. Attorney Primo said he needed to review the lighting, the park and verify that there weren't any other outstanding items that needed to be addressed. Attorney Primo suggested that the Board consider adopting the proposed Local Law at the regularly scheduled meeting on January 7, 2008. Mayor Donovan said they needed to discuss any outstanding issues with Elliot Lasky.

Attorney Primo said there were a few items that were amended and previously provided to the Board and confirmed that they were minor enough that there was not a need to republish and were ok to consider at the next meeting. Attorney Primo said there were collateral issues with Minoa Farms that need to be addressed first.

Mayor Donovan asked Ryan Thompson what their immediate plans were regarding the un-built lots and how many lots they were planning to pursue. Mr. Thompson said they are looking at twenty-five (25) lots in the next section. Attorney Primo asked Mr. Thompson if they have a lot take down agreement and Mr. Thompson said that yes, they do have an agreement. Attorney Primo said that contractually the relationship is between the Village of Minoa and Elliot Lasky regarding the items to be completed by the developer. Mayor Donovan said the Village would contact Mr. Lasky and Mr. Thompson when a vote has been made on the proposed local law and thanked Mr. Thompson for attending the meeting. Mayor Donovan asked Mr.

Thompson if there would be a promotional package with the model building and Mr. Thompson said there will be spots in the realtor section of the paper, a soft opening until the model is built and then a grand opening. Mr. Thompson said they would show interested buyers previously built homes while the model is being built. Mayor Donovan asked about the status of the other builders and Mr. Thompson said their commitment remains the same, but Ryan Homes has taken over the next twenty-five lots. Mr. Thompson said he looked forward to working in the Village of Minoa and choosing a model that will benefit Minoa Farms. Trustee Champagne asked how long it would take to install the model home and Mr. Thompson said it would take approximately sixty (60) to ninety (90) days.

**MINOA FIRE  
DEPARTMENT**

***SLATE OF OFFICERS 2008***

Trustee Brazill reported that the Minoa Fire Department held their elections on December 10, 2007 and provided the Board with a copy for their review and is as follows:

Chief	Patrick Flannery
Deputy Chief	Don Grevelding
1st Assistant Chief	Dave Matthes, Jr.
2nd Assistant Chief	Rich Sabin
Captain Station I	Jeremy Erard
Captain Station II	Matt McGarrity
Lieutenant Station I	Brad Cretaro
Lieutenant Station I	Erich Schepp
Lieutenant Station II	Jim Taft
Lieutenant Station II	Mike Nesci
President	Dave Matthes, Sr.
Vice President	N/A
Treasurer	Tom Czajak
Secretary	Al Tompkins
Board of Directors Member	Patrick Flannery
Board of Directors Member	Brad Cretaro
Board of Directors Member	Scot Garland
Board of Directors Member	Don Grevelding
Board of Directors Member	Dave Matthes, Jr.
Board of Directors Member	Walt McGarrity
Board of Directors Member	Matt McGarrity
Board of Directors Member	Rich Sabin

A motion was made by Trustee Theobald and seconded by Trustee Champagne to accept the Minoa Fire Department Slate of Officers for 2008 as presented. All in favor. Motion carried.

**DPW**

***RATIFY PRIOR APPROVAL / MARK NICHOLSON / ACCRUED SICK DAYS***

A motion was made by Trustee Cronk and seconded by Trustee Champagne ratifying prior approval authorizing Mark Nicholson to use six (6) days of accrued sick days

and five (5) accrued vacation days in 2007 for 2008 per employee's written request. All in favor. Motion carried.

***HOLIDAY DPW HELP***

A motion was made by Trustee Brazill and seconded by Trustee Cronk to authorize DPW Superintendent Petterelli to return summer DPW employee Bradley Hyde to work on Tuesdays and Wednesdays to help with trash pick-up during the holiday season at his same summer hourly rate. All in favor. Motion carried.

**MAINTENANCE  
AGREEMENT /  
FUELMASTER**

A motion was made by Trustee Brazill and seconded by Trustee Champagne authorizing Mayor Donovan to execute the one-year maintenance agreement on the Fuelmaster Fuel Management System from December 1, 2007 to November 30, 2008 in the amount of \$875.00 per year. All in favor. Motion carried.

**NYCOM VILLAGE  
ELECTION  
WORKSHOP**

***REQUEST PERMISSION TO ATTEND THE NYCOM VILLAGE ELECTION  
WORKSHOP***

A motion was made by Trustee Theobald and seconded by Trustee Champagne giving permission to Clerk/Treasurer Snider to attend the Village Election Workshop offered by NYCOM on January 16, 2007 in Henrietta, NY at a cost of \$45.00 per person. All in favor. Motion carried.

**IMA - 2008  
SUBSTANCE ABUSE  
TESTING  
AGREEMENT**

Mayor Donovan presented the 2008 Substance Abuse Testing Agreement between the Village of Minoa and IMA for the Board's approval. The annual agreement for the routine testing of commercial driving licensed employees is at the rate of \$58.00 per employee and the Village is in a consortium with the Town of Manlius.

A motion was made by Trustee Brazill and seconded by Trustee Theobald empowering Mayor Donovan to execute the Substance Abuse Testing Agreement IMA Consortium with IMA for 2008 in the amount of \$58.00 per employee. All in favor. Motion Carried.

**ESM YOUTH  
SPORTS  
AGREEMENT 2007-  
2008**

A motion was made by Trustee Brazill and seconded by Trustee Theobald authorizing Mayor Donovan to sign the 2007-2008 ESM Youth Sports Agreement in the amount of \$3,500.00 and authorizes the Clerk/Treasurer to make the first payment in the amount of \$1,750.00. All in favor. Motion carried.

**SCHEDULE BUDGET  
WORK MEETINGS**

A motion was made by Trustee Brazill and seconded by Trustee Champagne to schedule budget work meetings for Fiscal Year 2008-2009 for March 5, 12, and 19, 2008 at 6:00 p.m. All in favor. Motion carried.

**RESCHEDULE**

A motion was made by Trustee Champagne and seconded by Trustee Theobald to

## **MEETINGS**

reschedule the following Village Board Meetings: reschedule January 21, 2008 to January 22, 2008 and reschedule February 18, 2008 to February 19, 2008 because of holidays. All in favor. Motion carried.

## **TRUSTEES' REPORT**

Trustee Champagne had nothing to report.

Trustee Theobald reported that he had attended the public information meeting offered by the Town of Manlius Police on December 10, 2007 and made a statement on behalf of the Manlius Police Department for their re-accreditation assessment. He said there were three members of the Accreditation Board present and there were numerous people who spoke on behalf of the Manlius Police Department. Trustee Theobald said the accreditations were mentioned in the Eagle Bulletin and the Village of Minoa was represented. He said everything looks good for the Manlius Police Department and they should receive their accreditation.

Trustee Theobald said he is still working with Officer Nadine Zesky to reschedule another informational meeting.

Trustee Theobald said the Boy Scouts successfully delivered luminaries throughout the village and there were extras available if needed. Mayor Donovan said thanks to the Boy Scouts for delivering the luminaries and to the people from the Eastern Star for their hard work in creating the luminaries.

Trustee Cronk said the Department of Public Works has been busy cleaning the streets and they are in good shape due to the fine efforts of the DPW workers.

Trustee Brazill said that he, Mayor Donovan, Thomas Petterelli, Larry Wood, Trustee Cronk and Trustee Theobald all attended the Critical Response Committee Drill. He said that it was good for everyone to see the whole chain of command and work the NIMS system. He said the drill was well done and beneficial for everyone involved. Trustee Theobald said the Accreditation Board attended the drill. Trustee Brazill said the Town of Manlius is above and beyond in preparedness and they are a model for other towns. He said the Town of Dewitt is trying to duplicate the process as well. Discussion ensued and the Board agreed that it was a great chance to observe and actively participate in the drill.

Trustee Brazill reminded the Board that he needs their newsletter information by the end of the week.

## **MAYOR'S REPORT**

Mayor Donovan said he appreciated that everyone was able to attend for the Critical Response Committee Drill and that he is interested to hear what Sgt. Winter has to

say about their active participation. Mayor Donovan suggested that the exact same drill be done in the new year, with a major change being, that the command centers would be set-up in each location that was simulated in this drill. Mayor Donovan said our people would meet in the Municipal Building and then decide if it would be a County or Town command and then physically leave the building. Mayor Donovan said it's different being in a different building and would be more realistic and using the same scenario in the actual command center. He said this would allow the Village to take the next step in making sure that communications are in order.

**ATTORNEY'S  
REPORT**

Attorney Primo had nothing to report.

**TREASURER'S  
REPORT**

A motion was made by Trustee Theobald and seconded by Trustee Champagne to accept the Treasurer's Report for the month of November 2007 as recorded. All in favor. Motion carried.

**AUDIT CLAIMS**

A motion was made by Trustee Champagne and seconded by Trustee Brazill that claims on Abstract #14 in the amounts of General Fund - \$75,249.49 (Vouchers 560-612); Sewer Fund - \$25,539.54 (Vouchers 188-208); and Capital Fund HE - \$4,806.50 (Vouchers 006-007) for a total of \$105,595.53 be audited and paid. All in favor. Motion carried.

**PUBLIC COMMENTS**

Mayor Donovan recognized John Sears in the audience and said to let the record show that the list of questions Mr. Sears requested at the December 2, 2007 meeting have been responded to in writing and were provided to Mr. Sears at the meeting, and the Question & Response is attached hereto as Schedule "A"

Mayor Donovan then reminded Mr. Sears that he had three (3) minutes to speak or ask questions per the Rules of Decorum and if he had a list of questions, they would be responded to at the next meeting.

Mr. Sears said he could not say what he had to say in three minutes and said he had stopped into the Village Office on Monday, December 17, 2007 to request that he be added to the agenda. He read the submitted letter as follows:

"December 17, 2007 - I John Sears request to be put on tonites agenda, the topic is village services. Thank you. John Sears"

Mr. Sears said it was received by the Clerk on December 17, 2007. Mr. Sears said he cannot say what needs to be said in three minutes and that it is a limit on his freedom of speech. He said that he would talk until he was cutoff and then he would

decide what appropriate legal action he would have to take.

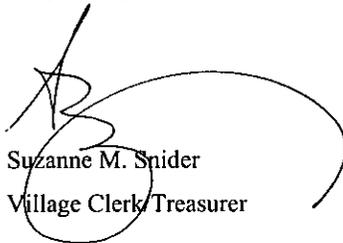
Mr. Sears said he lives on a dead end street and gets all of the snow from Lewis Park to the pedestrian bridge deposited at the end of his street. He said the snow plow blocked his tenant's car with snow and this tenant has medical problems. Mr. Sears said the snow outside the Municipal Building is half the height of snow that is outside his building. He said he received a call from his tenant complaining about the snow and because his snow blower is a single stage, Mr. Sears said he was unable to remove the snow. Mr. Sears said the DPW worker in the pay loader waved to him while they picked up snow directly across the street; however, they did not make an attempt to help him remove the snow. Mr. Sears said it wouldn't take much for them to help him remove the snow when they were removing snow near the bridge.

Mr. Sears said he wants to know why the south side of Minoa is being ignored and neglected, because it piles up twice as much on his side of the street. Mr. Sears then said he would file a subject of claim because his rights were being denied.

#### **ADJOURNMENT**

A motion was made by Trustee Brazill and seconded by Trustee Theobald that the Village Board Meeting be adjourned at 7:59 p.m. All in favor. Motion carried.

Respectfully submitted,



Suzanne M. Snider  
Village Clerk/Treasurer

John Sears – Public Comment Questions & Response – 12/3/2007 Board Meeting

- Is he allowed to debate? No.
- Triad pamphlet – Trustee Cronk provided a pamphlet during the meeting.
- NIMS Command System what is it? National Incident Management System  
<http://www.fema.gov/emergency/nims/index.shtm>
- Disaster Drill who is Larry that works for DPW? George L. Wood, Assistant Superintendent
- Sludge removal, where does it go to and how much does it cost? Disposal of dry biosolids is \$60.25 per ton and is sent to Seneca Meadows Landfill. Previously included in meetings and minutes are available online through the Village of Minoa website <http://www.villageofminoa.com/boardminutes.html>
- Animal Control – requested a copy of the forms distributed at the 12/3/2007 meeting – Attorney Primo provided Mr. Sears a copy of the Agriculture and Markets Law that pertains to animal control.
- How many letters were sent to landlords? 110 properties were listed and legal notices were sent to the property owners.
- When was the agenda completed for this meeting? The agenda is a work in progress and preparation begins at the end of the prior meeting and is added to on an as needed basis leading up to the meeting. The tentative agenda is available online at <http://www.villageofminoa.com/calendar.html>
- Minoa Farms Zoning Change – has there been contact with the developer and what is the status? The zone change is contingent upon the developer and Ryan Homes signing a contract agreement.
- When is the next newsletter coming out? January 2008
- Lewis Park sign why isn't it lit? The sign has never been lit and does not have power to the sign.
- How much was paid to the Village Attorney in the last period? FY 2006-2007 - \$33,160.28
- What is the total number of PT DPW workers that are trash throwers? Four (4)

Let the record show that Mr. Sears requested the above listed questions at the 12/3/2007 meeting, have been responded to in writing and provided to Mr. Sears at the 12/17/2007 meeting, and is attached hereto as Schedule "A".

**SCHEDULE "A"**