

**DISTRIBUTION LIST**

**Richard Donovan, Mayor**  
**Edmond Theobald, Trustee**  
**Ronald Cronk, Trustee**  
**William Brazill, Trustee**  
**John Champagne, Trustee**  
**Steven Primo, Attorney**  
**Thomas Petterelli, DPW Superintendent**  
**Keith Brandis, Paramedic Supervisor**  
**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**  
**JANUARY 20, 2009**

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 January 20, 2009.

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

**ALSO PRESENT:** Dan DeLucia, Chris Beers, John Sears, Thomas Petterelli, Ernie Green, & Lisa Holt

**ABSENT:** Attorney Primo

Mayor Donovan opened the meeting at 7:31 p.m. with the Pledge of Allegiance led by Trustee Champagne.

**MINUTES OF**  
**VILLAGE BOARD**  
**MEETING -**  
**JANUARY 5, 2009**

A motion was made by Trustee Brazill and seconded by Trustee Theobald to accept the minutes of the January 5, 2009 Village Board Meeting as recorded. All in favor. Motion carried.

**SCHEDULE**  
**ANNUAL MEETING**

A motion was made by Trustee Champagne and seconded by Trustee Cronk that the Annual Meeting of the Village Board be held on Monday, April 6, 2009 at 7:00 p.m. All in favor. Motion carried.

**SCHEDULE PUBLIC  
HEARING /  
VILLAGE BUDGETS**

A motion was made by Trustee Theobald and seconded by Trustee Brazill to schedule the Public Hearing on the Tentative Budgets for Fiscal Year 2009-2010 to be held on Monday, April 13, 2009 at 7:00 p.m. All in favor. Motion carried.

**2009 FIRE  
PROTECTION AND  
AMBULANCE  
SERVICE  
CONTRACT WITH  
TOWN OF MANLIUS  
/RATIFY PRIOR  
APPROVAL**

A motion was made by Trustee Champagne and seconded by Trustee Theobald to ratify prior approval authorizing Mayor Richard Donovan and Fire Chief Patrick Flannery to execute the 2009 Fire Protection and Ambulance Service Contract with the Town of Manlius in the amount of \$720,205.00 as follows: the Town shall pay to the Village the sum of \$678,567.00 and to the Minoa Fire Department the sum of \$41,638.00. All in favor. Motion carried.

**HVAC PLANNED  
SERVICE  
INSPECTION  
AGREEMENT /  
COONEY AIR  
CONDITIONING &  
HEATING**

Mayor Donovan reported that two quotes were received for the HVAC annual maintenance agreement RFP for the Municipal Building as follows: Cooney Air Conditioning & Heating - \$4,757.90 (low quote) and Falso Heating and Sheet Metal Co. Inc. - \$5,032.00.

A motion was made by Trustee Champagne and seconded by Trustee Cronk empowering Mayor Donovan to execute an HVAC Planned Service Inspection Agreement with Cooney Air Conditioning & Heating in the amount of \$1,190.23 for quarterly inspections for a total of \$4,757.90 annually which shall continue to renew annually until notice of termination is given. All in favor. Motion carried.

**REQUEST  
PERMISSION TO  
ATTEND EROSION  
& SEDIMENT  
CONTROL &  
CONSTRUCTION  
ACTIVITY  
TRAINING**

A motion was made by Trustee Brazill and seconded by Trustee Theobald giving permission to Richard Greene and all Village, Planning, and Zoning Board members to attend the Erosion and Sediment Control and Construction Activity Training, January 29, 2009, Syracuse, NY at no cost. All in favor. Motion carried.

**REQUEST  
PERMISSION TO  
ATTEND ICS  
ADVANCED I-400  
COURSE**

A motion was made by Trustee Brazill and seconded by Trustee Theobald giving permission to Richard Greene and all Village Board members to attend the ICS Advanced I-400 Course, January 28-29, 2009, Onondaga Community College, Syracuse, NY at no cost.. All in favor. Motion carried.

**REQUEST  
PERMISSION TO**

A motion was made by Trustee Champagne and seconded by Trustee Brazill giving permission for Richard Greene to attend the Central Chapter New York State

**ATTEND NYS  
MULTIPLE  
RESIDENCE LAW  
INSPECTIONS  
(NYSBOC)**

Building Officials Conference in-service seminar on New York State Multiple Residence Law Inspections, February 19, 2009, East Syracuse, NY at a cost of \$35.00 per person. All in favor. Motion carried.

**NATIONAL GRID/  
REQUEST FOR  
REIMBURSEMENT  
OF UTILITY GROSS  
RECEIPTS TAX**

Clerk/Treasurer Snider reported that she had received a letter from National Grid requesting reimbursement of Utility Gross Receipts Tax overpayments in the following periods and amounts:

- September 2005 – August 2006 - \$4,392.99
- September 2006 – August 2007 - \$5,258.48
- September 2007 – August 2008 - \$4,954.62

Clerk/Treasurer Snider said she forwarded the request to NYCOM for review and received an email stating that they are working with National Grid on the following items:

- Verify whether the National Grid claim is valid
- Determine whether (and for how long a period) National Grid has the right to retroactively amend its GRT returns and demand a refund
- If a refund can be demanded, determine whether interest can be charged and if so, what interest rate should be used
- If a refund can be demanded, determine the degree to which an effected municipality can require detailed reporting of the transactions to verify an accurate amount of GRT
- Advised to not make payment to National Grid until the issues are resolved

**FIRE DEPARTMENT**

Nothing to report.

**AMBULANCE**

***SALARY INCREASE / KEITH BRANDIS, PARAMEDIC SUPERVISOR***

A motion was made by Trustee Brazill and seconded by Trustee Champagne approving a salary increase for Keith Brandis, Paramedic Supervisor, from \$750.00 per week/\$39,000.00 annually to \$778.85 per week/\$40,500.20 annually effective January 26, 2009 based on a favorable three month review by Trustee Brazill. All in favor. Motion carried.

***INCREASED ACCRUED VACATION TIME / MATTHEW MCGARRITY***

A motion was made by Trustee Brazill and seconded by Trustee Champagne increasing Matthew McGarrity's accrued vacation time by eight (8) hours for time earned in 2006 and never applied. All in favor. Motion carried.

**DPW**

***REQUEST PERMISSION TO ATTEND THE 2010 EMISSION SYMPOSIUM***

A motion was made by Trustee Brazill and seconded by Trustee Cronk giving permission

for Thomas Petterelli and Lance Stolp to attend the 2010 Emission Symposium, February 4, 2009, Syracuse, NY at no cost. All in favor. Motion carried.

**WWTF** Nothing to report.

**TRUSTEES' REPORT** Trustee Champagne reported that he had received 800 Easter eggs and miscellaneous gifts by donation. He said he had reserved Donny the Easter Bunny from Dougherty's Masquerade for the annual Easter Egg Hunt which is scheduled for April 11, 2009.

Trustee Theobald reminded the Board that the Police Committee Meeting was scheduled for Wednesday, January 28, 2009 and suggested that they email him any topics or concerns to address at the meeting.

Trustee Cronk had nothing to report.

Trustee Brazill said the newsletter was at the press and would be mailed that week.

**MAYOR'S REPORT** Mayor Donovan said there had been a rash of vandalism and graffiti throughout the Village of Minoa and at the Municipal Building that has been reported to the Town of Manlius Police Department. He said there were mailboxes destroyed and there has been a problem with teenagers in the building trying to stay warm who are intimidating the seniors, visitors at the Minoa Library, and writing graffiti in the bathrooms. He said the Village of Minoa maintains a zero tolerance against these activities and encouraged everyone to call the police immediately if they see suspicious behavior.

**ATTORNEY'S REPORT** Absent

**TREASURER'S REPORT** A motion was made by Trustee Theobald and seconded by Trustee Brazill to accept the Treasurer's Report for the month of December 2008 as recorded. All in favor. Motion carried.

**AUDIT CLAIMS** A motion was made by Trustee Cronk and seconded by Trustee Champagne that claims on Abstract #16 in the amounts of General Fund - \$52,251.06 (Vouchers 606-658); Sewer Fund - \$10,366.62 (Vouchers 216-229); Capital Fund (HE) - \$2,995.00 (Voucher 014); and Capital Fund (HP) - \$128.00 (Voucher 015) for a total of \$65,740.68 be audited and paid. All in favor. Motion carried.

**PUBLIC COMMENTS** John Sears asked what months the newsletter would contain and Mayor Donovan said the newsletter would cover February, March & April 2009.

**ADJOURNMENT**

A motion was made by Trustee Brazill and seconded by Trustee Cronk that the Village Board Meeting be adjourned at 7:46 p.m. All in favor. Motion carried.

Respectfully submitted,

Suzanne M. Snider  
Village Clerk/Treasurer